The regular meeting of the University Senate was called to order by Chair Harrison at 3:03 p.m., Tuesday, April 7, 1998 in the Tamarack Room of Davies Center.

I. Minutes of March 24, 1998 were approved with the following correction:
   - Senator Warloski added to members present

   Status of email explained - Chair Harrison
   - All email being queued, potential of email from 2:00 a.m. Sunday through now being lost
   - IBM believes problem is isolated
   - Web site for status listed on chair's report

II. Remarks by Interim Chancellor Smelstor
   - Don't know how long it will take for email to be back up--will not be two months as rumored
   - Public thank you to staff of ITM for working around the clock on a solution
   - Resolution accepted by the Board of Regents last Friday to name the Fine Arts Center, dedicated to Leonard and Dorellen Haas in 1986, the Leonard and Dorellen Haas Fine Arts Center.
     - Naming to take place April 24th in conjunction with the Provost's Lecture
     - Reception after
     - Dorellen Haas to speak
   - Letter sent on behalf of UW-Eau Claire to President of Gustavus Adolphus College
     - Conveying deepest sympathy for damage to the campus from the recent tornadoes
     - Offer of help from the faculty, staff, and students at UW-Eau Claire

III. Chair's Report - Chair Harrison
   - Dr. William Ogden, Associate Professor of Accounting and Finance, appointed to fill vacant position on ad hoc Instructional Technology Committee
   - Summaries of Student Senate bills for distributing student technology fee and support for maintaining the adult opportunity advising position in the chair's report
Pilot Distance Education Funding Policies for Credit Instruction

- Distributed to Academic Policies and Instructional Technology Committees for reaction
- Anyone wishing a copy contact the Senate Office
- Suggestions on the ‘1/3, 1/3, 1/3’ rule for distribution of compensation should be given to Dean Lund and Senator Gapko, UWEC members of the System Compensation Committee, before April 15th so they may forward to Madison
- Regents made it clear campus diversity plans will be carefully read

IV. Report of the Chancellor Search and Screen Committee - Chair Oberly

- Committee in Phase III - Screening
  - 72 applicants, interviewed a dozen semi-finalists, now have short list
  - Doing intensive reference and credentials checking
  - April 15th the Committee will present its recommended list of finalists to President Lyall and the Special Regent Committee

- Next step is new one in the process--Finalists will visit UWEC
- Will already be finalists--we have said we would welcome as the next chancellor
- Committee will hold office and listening hours to gather information and reactions to the finalists
- Will transmit summary back to President Lyall and Regents
- Committee needs this campus to assist in their efforts
- May 1st finalists go to Madison for interviews with the Regents
- Regents will announce next chancellor publicly at their meeting in Oshkosh May 7-8
- Response to questions
  - Fewer than 12, more than five on short list
  - Finalists are unranked; committee has said any of finalists would be welcomed as next chancellor
  - Committee has met all on short list in person
  - So far feel money on search consultant was well spent
  - Much invaluable advise
    - Consultant encouraged people to apply who had not responded to committee
    - Committee will do full report on entire search including analysis of the consultant

V. Continued discussion of Constitution and Bylaw changes

MOTION PENDING: changes to ARTICLE TWO: The University Senate of the CONSTITUTION OF THE UNIVERSITY FACULTY, section F pertaining to University Senate Committees be approved by the University Faculty members of University Senate and submitted to the University Faculty for approval, and similar changes to ARTICLE TWO: The University Senate of the CONSTITUTION OF THE UNIVERSITY ACADEMIC STAFF, section F pertaining to University Senate Committees be approved by the University Academic Staff members of University Senate and submitted to the University Academic Staff for approval.

The motion was previously split into parts thus allowing changes to be considered separately. Changes to the introduction previously passed.

Motion 34-SE-6:

Moved by Senator Conderman and seconded by committee to recommend a substitute motion where the Executive Committee consists of 10 University Faculty, 4 University Academic Staff, the Chancellor, and the Provost and Vice Chancellor. The membership would include: the Chair, the Vice Chair, the Chair-elect or immediate past chair of the University Senate, the Academic Staff Representative, the Provost and Vice Chancellor, the Chancellor as a non-voting member, 3 University Faculty Senators from the College of Arts and Sciences, 1 from Business, 1 from Education, 1 from HSS, 1 from Nursing, 1 to 2 University Faculty from any area as necessary to total 10 University Faculty, and 1 to 2 University Academic Staff from any area as necessary to total 4 University Academic Staff.

TEXT of CHANGES per Motion 34-SE-6:

1) The Executive Committee shall include the Chair, Vice Chair, and the Senate ten University Faculty, four University Academic Staff, the Chancellor, and the Provost and Vice Chancellor. The ten University Faculty and four University Academic Staff shall be composed of the Chair and the Vice Chair of the University Senate, and
six senators elected for two year terms. During the odd numbered years, the Chair-elect of the University Senate shall be a member of the Executive Committee; during the even numbered years, or the immediate past chair of the University Senate (whoever is serving), the Academic Staff Representative (the Faculty Representative is included as either the Chair or Vice Chair), and ten to eleven additional senators elected for two-year terms, shall be a member of the Executive Committee. The membership of the committee for any given year must have at least one Of the additional senators, there must be three University Faculty members from the College of Arts and Sciences, one University Faculty from the College of Business, and one University Faculty from each of the schools of the College of Professional Studies, one or two University Faculty from any area (as necessary to total ten University Faculty), and one or two from the University Academic Staff from any area (as necessary to total four University Academic Staff). The Chair of the University Senate shall serve as Chair of the Executive Committee. The Chancellor shall be a non-voting member of the Executive Committee.

Discussion:
- Total counts of faculty and academic staff are adjusted after election of the chair-elect
- Procedures for voting
  - Only one vote from whole Senate taken on amendments to Article Two
  - If differences arise, should be referred back to committee
  - Faculty or academic staff can call for a separate vote for information on the record

Vote on Motion 34-SE-6: Motion PASSED unanimously

Motion 34-SE-7:
Part of previously split motion moved by Senator Pitts and seconded by committee to approve the changes in Section F - 3) Academic Staff Personnel Committee and to forward the changes to the University Faculty and University Academic Staff for approval.

TEXT of CHANGES per Motion 34-SE-7:
3) The Academic Staff Personnel Committee
   (a) Membership: The committee includes nine members: four University Academic Staff senators elected by the University Academic Staff members of the Senate, four academic staff elected by the Academic Staff, at large, and one administrator selected by the Chancellor. Two seats must be held by teaching academic staff members. Members shall serve three-year terms. If the term of the Academic Staff Representative on the Academic Staff Personnel Committee expires, then he/she becomes an ex-officio (and voting) member of the Academic Staff Personnel Committee for the remainder of his/her term of office as Academic Staff Representative.

Vote on Motion 34-SE-7: Motion PASSED unanimously

Motion 34-SE-8:
Part of previously split motion moved by Senator Pitts and seconded by committee to approve the changes in Section F - 4) Student Life Committee, the deletion of the Student Life Committee, and to forward the changes to the University Faculty and University Academic Staff for approval.

TEXT of CHANGES per Motion 34-SE-8:
4) The Student Life Committee
   (a) Membership: The committee includes nine members: six senators elected by the Senate, three of whom are academic staff and three of whom are faculty, two students selected by the Student Senate, and one student selected by the United Hall Council. Appropriate administrative representatives from the Offices of the Provost and Vice Chancellor, Dean of Students, and Student Support Services, are ex-officio, non-voting members of the committee. The members elected by the Senate shall serve three year terms.
   (b) Functions: The major function of the Student Life Committee is to act as liaison between the University Senate and various student, faculty, and administrative bodies that are responsible for policies governing the non-academic aspects of student life such as student athletics, student publications, counseling programs, health services, and minority student support services. It shall also recommend to the Senate regulations governing student academic grievances and academic disciplinary procedures.

Discussion:
- Most issues dealing with students go through very active Student Life and Diversity Committee
- University Senate Student Life Committee has had little come before it in last four to five years
- Enough other avenues on campus at this point to deal with student issues
  - Chancellor might take an issue before a Senate committee or to Senate as a whole
  - Student Senator soon to be appointed liaison to University Senate to enhance communication
  - Always the option of forming an ad hoc committee to cover issue that may arise

Vote on Motion 34-SE-8: Motion PASSED unanimously
Motion 34-SE-9:
Part of previously split motion moved by Senator Pitts and seconded by committee **to delete the words 'audit and' from Section F - 5) Academic Policies Committee function and to forward the change to the University Faculty and University Academic Staff for approval.**

**TEXT of CHANGES per Motion 34-SE-9:**
45) **The Academic Policies Committee**
(b) **Functions:** This committee is responsible for recommending policies for academic programs of the University as they relate to items such as the creation and/or abolition of colleges, schools, departments, degree requirements, academic programs and standards, policies concerning grading, final examinations, class attendance, credit by examination, admission and transfer standards, and such related issues. The committee's charge also includes recommending policies and implementing procedures for audit and review of academic programs, in accordance with policies of the Board of Regents and/or System Administration.

**Vote on Motion 34-SE-9: Motion PASSED unanimously**

Motion 34-SE-10:
Part of previously split motion moved by Senator Pitts and seconded by committee **to approve the changes in Section F - 6) Physical Plant Planning Committee and to forward the changes to the University Faculty and University Academic Staff for approval.**

**TEXT of CHANGES per Motion 34-SE-10:**
56) **The Physical Plant Planning Committee**
(a) **Membership:** The committee includes one administrative representative appointed by the Chancellor, **three University Faculty** senators elected by the Senate for three-year terms, **two members of the University Faculty** elected by the University Faculty, at large, and **one member of the University Academic Staff** senators elected by the **Senate University Academic Staff**, at large, for three-year terms. The departments of art, biology, and geography shall each elect one member to serve a three-year term.

**Vote on Motion 34-SE-10: Motion PASSED unanimously**

Motion 34-SE-11:
Part of previously split motion moved by Senator Pitts and seconded by committee **to approve the changes in Section F - 7) Budget Committee and to forward the changes to the University Faculty and University Academic Staff for approval.**

Amendment 34-SE-11-a1:
Moved by Senator Gapko and seconded **to change from one senator from the University Academic Staff to two from the University Academic Staff.**

**Discussion:**
- Two academic staff increases that representation
- If adding academic staff replaces the one from any area, faculty from the library or chapter 37 would not have a chance to be represented
- Pretty strong argument for someone from the library being on the Budget Committee
- Clarification of amendment--amendment only to increase one academic staff to two, does not remove the senator from any area, so increases the Budget Committee to nine senators

**Vote on Amendment 34-SE-11-a1: Amendment PASSED unanimously**

Amendment 34-SE-11-a2:
Moved by Senator Davidson and seconded **to increase the total number of senators on the Budget Committee to ten and specify one of those be selected from the library.**

**Discussion:**
- When only one senator from the library, that senator will automatically be on the committee
- Is library representative on the Academic Policies Committee, but is nonvoting and need not be a senator
- Main motion as stands allows for library representation, amendment guarantees it
- See no particular benefit in representation from library, input could come at different levels
- See it as important in light of shrinking library resources
- Concern over Balkanization of all committees creating turf battles
- Concern over filling all of the committee positions being created
- Budget Committee does not write in numbers, but does influence the direction and process
Vote on Amendment 34-SE-11-a2: Amendment PASSED
TEXT of CHANGES per Motion 34-SE-11 as amended:

6) The Budget Committee
(a) Membership: The committee includes the Provost and Vice Chancellor, three Assistant Chancellors, three members of the Administrative Staff selected identified by the Chancellor, an academic dean elected by the Colleges’ deans, the University Senate Chair, and six ten senators elected by the University Senate for three-year terms. Of the six ten senators elected by the Senate, two must be selected from the College of Arts and Sciences, and one from the College of Business, and one from each of the Schools in the College of Professional Studies, one from the Library, and two from the University Academic Staff, and one from any area.
(b) Functions: The Budget Committee is responsible for continuously investigating all matters related to the University budget. As such, it shall regularly review current budget allocations and existing budget-related policies and their implementation. It shall also investigate and initiate budget proposals, recommend priorities for existing and new programs, and serve as an advisory body to the Assistant Vice Chancellor for Business Affairs and Student Services on all budget-related matters including the University biennial budget and annual budget reviews and allocations. The Budget Committee shall serve as the advisory body to consult with the Chancellor concerning fiscal emergency as detailed in Local Implementation of UWS 5.04.

Vote on Main Motion 34-SE-11 as amended: Motion PASSED unanimously

Motion 34-SE-12:
Part of previously split motion moved by Senator Pitts and seconded by committee to approve the changes in Section F - 8) Compensation Committee and to forward the changes to the University Faculty and University Academic Staff for approval.

Amendment 34-SE-12-a1:
Moved by Senator Gapko and seconded that the proposed Compensation Committee be changed to include 4 University Faculty and 4 University Academic Staff as follows: 2 University Faculty senators, 2 University Faculty elected by University Faculty, 2 University Academic Staff senators, and 2 University Academic Staff elected by University Academic Staff.
Discussion:
- Faculty work on the part of the pay plan that pertains to faculty, academic staff work on the part that pertains to academic staff, then they come together to create consensus to present to Senate
- Process works best with enough people to work on individual parts
- Advice freely given and accepted between groups

Vote on Amendment 34-SE-12-a1: Motion PASSED 35 to 5

Amendment 34-SE-12-a2:
Moved by Senator Blackstone and seconded to reinstate the ex officio non-voting status of System Working Group representatives from UW-Eau Claire on the Compensation Committee.
Discussion:
- Compensation Committee in need of expertise of these System representatives
- These representatives do not report to the Senate, status on the Compensation Committee ensures connection to the compensation plan process
- Also ensures communication about what is going on in Madison
- Committee work much more difficult without this useful resource

Vote on Amendment 34-SE-12-a2: Amendment PASSED unanimously
TEXT of CHANGES per Motion 34-SE-12 as amended:
7) The Compensation Committee
(a) Membership: The committee includes 8 to 10 members: two University Faculty and two University Academic Staff senators elected by the Senate, two university faculty members elected by and from the University Faculty, two members elected by and from the University Academic Staff, and two ex-officio non-voting members: the Provost and Vice Chancellor or designated representative and the Assistant Vice Chancellor for Business Affairs and Student Services or designated representative. Any UW-Eau Claire representatives on the System Working Group on Compensation, or on the UW System Working Group on Fringe Benefits shall also be ex-officio non-voting members of the committee. Members shall serve three-year terms unless membership is terminated by expiration of a Senate membership as described in the bylaws.
Vote on Main Motion 34-SE-12 as amended: Motion PASSED unanimously

Motion 34-SE-13:
Part of previously split motion moved by Senator Pitts and seconded by committee to approve the changes in Section F - 9) Nominating Committee and to forward the changes to the University Faculty and University Academic Staff for approval.

Amendment 34-SE-13-a1:
Moved by Senator Reid and seconded to increase the number of University Faculty Senators from two to three thereby increasing the Nominating Committee size to six.

Discussion:
- Creates some sort of proportionality
- More people on the committee, the more contacts they have to get enough senators to cover the committees
- As increase the size of all these committees, will there be enough senators to cover the committee assignments?

Vote on Amendment 34-SE-13-a1: Amendment PASSED

TEXT of CHANGES to Motion 34-SE-13 as amended:
89) The University Senate Nominating Committee
(a) Membership: The committee includes five members, six senators, elected by the University Senate from its membership at the first March fall semester meeting of the University Senate: three University Faculty, two University Academic Staff, and one additional senator. Members serve one-year terms. Members are not eligible for consecutive terms.

Vote on Main Motion 34-SE-13 as amended: Motion PASSED unanimously

Motion 34-SE-14:
Moved by Senator Pitts and seconded by committee to recommend changes to the FACULTY ORGANIZATION section be approved by the Faculty members of University Senate and similar changes to the ACADEMIC STAFF ORGANIZATION section be approved by the Academic Staff members of University Senate.

Amendment 34-SE-14-a1:
Moved by Senator Gapko and seconded to change the language to reflect units rather than offices and add 'the' before Associate Vice Chancellor. Friendly amendment accepted to remove 's' on Assistant Chancellors.

Discussion:
- Change to remain consistent with previous action taken by Senate
- Also adds mention of Unit Academic Staff Committees which did not exist at time previously written

Vote on Amendment 34-SE-14-a1 as amended: Motion PASSED unanimously

TEXT of CHANGES per Motion 34-SE-14 as amended:
FACULTY ORGANIZATION

University Senate, Article Two of the University Faculty Constitution designates the University Senate as the deliberative body empowered to act for the University Faculty in matters of faculty responsibility and concern. The Senate consists of one university faculty member from each academic department having four or more faculty positions, members from appropriate academic or academic support units, one member from each office/unit having four or more university academic staff positions, twenty members elected at large by and from the University Faculty, and two members elected at large by and from offices employing fewer than four University Academic Staff. The Senate meets monthly, and when necessary, to consider items of business announced in advance by general distribution of the agenda. The Senate has the following standing committees to which matters are referred for recommendation: (1) the Executive Committee, (2) the Faculty Personnel Committee, (3) the Student Life Committee, (4) the Academic Policies Committee, (45) the Physical Plant Planning Committee, (56) the Budget Committee, (62) the Compensation Committee, (78) the Nominating Committee, (89) the Academic Staff Personnel Committee. Ad hoc committees are established as needed.

ACADEMIC STAFF ORGANIZATION

University Senate, Article Two of the University Academic Staff Constitution designates the University Senate as the deliberative body empowered to act for the University Academic Staff in matters of academic staff responsibility and concern. The Senate consists of one member from each academic department having four or more university faculty positions, and one member from each office/unit having four or more university academic staff positions, members...
from other appropriate academic or academic support units, twenty members elected at large by and from the University Faculty, and two members elected at large by and from the offices employing fewer than four university academic staff. The Senate meets monthly, and when necessary, to consider items of business announced in advance by general distribution of the agenda. The Senate has the following standing committees to which matters are referred for recommendation: (1) the Executive Committee, (2) the Faculty Personnel Committee, (3) the Student Life Committee, (4) the Academic Policies Committee, (5) the Physical Plant Planning Committee, (6) the Budget Committee, (7) the Compensation Committee, (8) the Nominating Committee, (9) the Academic Staff Personnel Committee. Ad hoc committees are established as needed.

Office/Unit Organization. Offices/Units of the University are organized in various ways to ensure appropriate nonteaching academic staff participation in departmental unit matters, specifically those matters related to personnel policies. In most cases, offices/units made up primarily of nonteaching academic staff have Unit Academic Staff Committees which function as committees of the whole per UWEC 9.04 or have a director who makes independent decisions. Recommendations from offices/units are made directly to the Associate Vice Chancellor, Vice Chancellor, Assistant Chancellors, or to the Provost and Vice Chancellor.

Vote on Main Motion 34-SE-14 as amended:

Motion PASSED unanimously by the University Faculty members of the University Senate
Motion PASSED unanimously by the University Academic Staff members of the University Senate

VI. Report of the Academic Policies Committee - Senator Lozar

Motion 34-AP-10:
Moved and seconded by committee to recommend that the proposed revision of the policy regarding admission of transfer students be adopted.

Discussion:
- Regent policy requires transfer students be treated the same as students who begin their education at Eau Claire
- These changes bring UWEC into compliance with that policy
  - Recommend that transfer students coming in with fewer than 30 credits meet same admission criteria as new freshmen
    - Have found that transfer students perform more poorly; maybe just more poorly qualified
  - Recommend that academic standing at time of admission be determined by student's transfer record, and subsequent academic standing be determined by both transfer record and academic performance at UW-Eau Claire
- Response to questions
  - Transfer students do have to be in good standing at the time of transfer and must be acceptable under Eau Claire standards
  - Clarifications
    - 'Particular consideration' for admission given to encourage other than traditional age to apply
    - Operational definition of minority groups does not currently include sexual orientation

Amendment 34-AP-10-a1:
Moved by Sue Felber and seconded to implement the changes to the transfer policy effective in the fall of '99 after printing in the catalogue. Friendly amendment accepted to implement the academic standing change January 1, 1999 and implement the fewer than 30 transferable credit portion in the fall of '99 after printing in the catalogue.

Discussion:
- Would be advantageous to put the academic standing part in effect immediately, the other could wait until fall '99
- Advising becomes difficult with hidden rules, would rather see implementation only after publication
- Don't see the advantage of splitting the times of implementation
- No transfer student will come in and question why they weren't suspended but only put on probation
- Could academic standing portion not be applied to all current transfer students also?
- Associate Deans can take that under advisement and make adjustments as they come up

Vote on Amendment 34-AP-10-a1: Amendment PASSED by University Faculty members of the University Senate

TEXT of CHANGES per Motion 34-SE-10 as amended:
Transfer Applicants

2. Applicants with fewer than 30 transferable credits must show evidence of the same level of academic performance in high school as is required of new freshman (please see the requirements listed under ADMISSION OF FRESHMAN).

Academic standing at the time of admission will be determined by the student’s transfer record. In subsequent semesters, academic standing will be determined by both the transfer record and academic performance at UW-Eau Claire. Please refer to the policies and regulations listed under ACADEMIC STANDING AND PROGRESS, p. .

Vote on Main Motion 34-AP-10: Motion PASSED unanimously by University Faculty members of the University Senate

VII. Report of the Academic Staff Personnel Committee - Senator Hallatt

Motion 34-AS-1:
Moved and seconded by committee to recommend that the University Staff senators approve the following changes to the Bylaws of the University Academic Staff:

TEXT of CHANGES per Motion 34-AS-1:

Distribution of Minutes
3. The Provost and Vice Chancellor, Assistant Chancellors, Deans of Colleges, University Archives and all members of the University Academic Staff shall be sent minutes of University Academic Staff meetings. The draft minutes of University Academic Staff meetings shall be sent to the offices of the Provost and Vice Chancellor, University Senate, and when approved, to University Archives. Approved minutes of University Academic Staff meetings shall be made available through the University Senate office.

Senate Vacancy
7. The office of senator or senate committee member shall be considered vacant under one or more of the following conditions:
   a. if the member resigns the office
   b. if the member leaves the academic staff permanently
   c. if the member is absent or anticipates being absent for meetings for a period of time to exceed one semester or more.

Determining Election Results
9. In all University Academic Staff elections, the results shall be decided by a plurality of votes cast (except in the case of University Senate officers where a majority of votes cast is required for election). In cases of tie votes, the names of those tied shall be placed on the ballot and a run-off election conducted. If this does not resolve the tie, the Chair of the University Senate shall be empowered to determine a means of resolving the tie.

Discussion:
- Changes to parallel changes previously enacted in faculty bylaws

Vote on Motion 34-AS-1: Motion PASSED unanimously by University Academic Staff members of the University Senate

VIII. Report of the Senate Executive Committee - Senator Pitts

Motion 34-SE-15:
Moved and seconded by committee to recommend changes to the membership and function descriptions for the Ad Hoc Instructional Technology Committee.

TEXT of CHANGES per Motion 34-SE-15 as editorially amended:

The Ad Hoc Instructional Technology Committee

(a) Membership: The committee includes nine University Faculty appointed by the University Senate Chair with the advice of the Executive Committee for three-year terms. There shall be one University Faculty member from each school in the College of Professional Studies, two University Faculty members from the College of Business, and four University Faculty members from the College of Arts and Sciences. At least three of the University Faculty members shall be members of the University Senate. In addition, the Assistant Chancellor for Information and Technology Management shall appoint an ex-officio, nonvoting member to the committee from each major unit of ITM. A non-voting liaison from each of the following: the University Library staff, the Media Development Center staff and the
Computing and Networking Services staff. The University Faculty membership shall include both users and technology specialists.

(b) Functions: The Instructional Technology Committee shall advise the Academic Policies and Faculty Personnel Committees of the University Senate on instructional technology policy as it relates respectively to educational and university faculty personnel policies; advise the University Senate Executive Committee on instructional technology policy that overlaps the jurisdiction of more than one Senate committee and on instructional technology policy issues which it believes should be addressed by the University: consult with the Assistant Chancellor for Information and Technology Management on instructional technology concerns; report to the University Senate at least once per semester on the state of instructional technology at the University of Wisconsin-Eau Claire; distribute its committee minutes and annual reports to the various institutional technology committees; and receive minutes and annual reports from various institutional technology committees.

Discussion:
- Committee itself prefers to remain ad hoc despite the three-year term, which might indicate otherwise, as they gain a sense of where they are going

Vote on Motion 34-SE-15: Motion PASSED unanimously

IX. Motions concerning University Academic Staff bylaws

Motion 34-US-4

Moved by Senator Vogler and seconded to recommend to the University Senate to:
1) Include a bylaw detailing the exact makeup of the University Senate;
2) Include a bylaw that states: Vacancies occurring on standing committees of the University Academic Staff shall be filled by election by the University Academic Staff members of the University Senate. Members elected shall hold office until the next regular election.
3) Include a bylaw that states: Committees established by this Constitution shall arrange for their own organization, officers, and schedule of meetings. The University Senate Office shall maintain election results and membership lists, monitor vacancies, serve as a referral source for issues to be addressed by various committees, and ensure that initial committee meetings are held by October 1 each year.
4) Rearrange the Bylaws of the University Academic Staff into two sections - one for University Academic Staff and one for University Senate and edited as shown; and
5) Add a statement to Article Four: Section A, the paragraph pertaining to amendments to the Constitution which states: Teaching Academic Staff with 'faculty status' may propose amendments to Article One, Section G, (2), and (3).

TEXT of CHANGES per Motion 34-US-4:

Bylaws of the University Academic Staff

**Robert's Rules**
1. Unless otherwise provided in the Constitution or the Bylaws, the proceedings of University Academic Staff meetings or meetings of their committees shall be governed by the most recent edition of Robert's Rules of Order. The Chair may appoint a parliamentarian who will advise the Chair on matters of parliamentary procedure.

**Official Minutes**
2. The minutes of the University Academic Staff and University Academic Staff committees shall be kept on file for faculty and academic staff use in the office of the Provost and Vice Chancellor and in the University Senate Office.

**Distribution of Minutes**
3. The Provost and Vice Chancellor, Assistant Chancellors, Deans of Colleges, University Archives, and all members of the University Academic Staff shall be sent minutes of University Academic Staff meetings. The draft minutes of University Academic Staff meetings shall be sent to the offices of the Provost and Vice Chancellor, University Senate, and, when approved, to University Archives. Approved minutes of University Academic Staff meetings shall be made available through the University Senate office.

**Committee Organization**
4. University Academic Staff committees established by this Constitution shall arrange for their own organization, officers, and schedule of meetings. The University Senate Office shall maintain election results and membership lists, monitor vacancies, serve as a referral source for issues to be addressed by various committees, and ensure that initial committee meetings are held by
October 1 each year.

Review of University Senate Action

5. At University Academic Staff meetings called by petition of the University Academic Staff under Article One, Section H (review of University Senate action), the motion under consideration by the University Academic Staff shall be the motion acted on by the University Senate (rather than a resolution made at the University Academic Staff meeting or a substitute motion). Once presented the motion will be handled by normal University Academic Staff meeting procedures.

University Academic Staff Quorum

6. At meetings of the University Academic Staff, a quorum shall consist of 34 percent of those eligible to vote. At special meetings of the University Academic Staff, a quorum shall consist of a majority of the members eligible to vote.

Senate Vacancy

7. [moved to University Senate section]

Nominations

7. 8. There shall always be more persons nominated by the University Academic Staff Nominating Committee than there are positions to be filled.

Determining Election Results

8. 9. In all University Academic Staff elections, the results shall be decided by a plurality of votes cast (except in the case of University Senate officers where a majority of votes cast is required for election). In cases of tie votes, the names of those tied shall be placed on the ballot and a run-off election conducted. If this does not resolve the tie, the Chair of the University Senate shall be empowered to determine a means of resolving the tie.

Mailbox Balloting Elections

9. 10. For academic staff elections which are conducted by a mailbox ballot, the following procedures will be followed: Ballots will be prepared by the secretarial staff in the University Senate Office. In elections requiring representation of senators at large, the ballot shall indicate the number to be elected, the department office/unit designations of continuing members, and the department office/unit identification of the candidates. A ballot will be mailed to each eligible voter, who will mark the ballot and return it to the University Senate Office. To assure a secret ballot, no return address should be used.

Length of Terms Of Office

10. 11. When different length terms are being filled by election, the elected individual(s) receiving the most votes receive(s) the longest term(s).

Vacancies on Committees

11. Vacancies occurring on standing committees of the University Academic Staff shall be filled by election by the University Academic Staff members of the University Senate. Members elected shall hold office until the next regular election.

Academic Staff Rep.

12. [moved to University Senate section]

Senate Chair Assignment

13. [moved to University Senate section]

Amendments

14. [covered by Constitution] Amendments to these bylaws may be proposed by any University Academic Staff member eligible to vote. Proposed amendments must be submitted in writing to all University Academic Staff at least one week prior to the meeting at which action will be taken on the proposed amendment. Teaching Academic Staff with “faculty status” may propose amendments to Article One, Section G, (2), and (3).

University Senate

Membership of University Senate

1. The University Senate shall consist of University Faculty and University Academic Staff senators and will reflect the appropriate percentages of University Faculty senators and University Academic Staff senators as described in Article Two, Section B, 4) of the Constitution.
The voting members of the University Senate include:

45 University Faculty (defined in Article 1, Section C, University Faculty Constitution)
32 University Faculty members: 1 from each academic department with 4 or more members
1 University Faculty member from Library Services
1 University Faculty member from Chapter 37 faculty (Article 1, Section C, definition 3)
1 Provost and Vice Chancellor
10 University Faculty senators at large:
  3 University Faculty from the College of Arts and Sciences
  1 University Faculty from the College of Business
  1 University Faculty from the College of Professional Studies
  5 University Faculty from any area

23 University Academic Staff (defined in Article 1, Section C, University Academic Staff Constitution)
2 University Academic Staff members: 2 from each Unit with 20 or more members
9 University Academic Staff members: 1 from each Unit with 4 to 19 members
12 University Academic Staff senators at large:
  4 University Academic Staff from Units with less than 4 members
  2 University Academic Staff from the teaching Academic Staff without faculty status
  6 University Academic Staff from any area

The Chancellor shall be a non-voting member of the University Senate.

Robert’s Rules

2. Unless otherwise provided in the Constitution or the Bylaws, the proceedings of University Senate meetings or meetings of its committees shall be governed by the most recent edition of Robert’s Rules of Order. The Chair may appoint a parliamentarian who will advise the Chair on matters of parliamentary procedure. The parliamentarian shall be a member of the University Faculty or the University Academic Staff.

Official Minutes

3. The minutes of the University Senate and University Senate committees shall be kept on file for faculty and academic staff use in the office of the Provost and Vice Chancellor and in the University Senate Office.

Distribution of Minutes

4. The draft minutes of University Senate meetings shall be sent to members of the University Senate, Registrar, and the President of the Student Senate within eight school days. Approved minutes of University Senate meetings and University Senate committee meetings shall be made available through the University Senate office.

Reporting Committee Votes Senate Attendance

5. University Senate committees shall report their voting divisions on all decisions and, if appropriate, their implementation date in their reports to the University Senate.

6. Those present at University Senate meetings shall be recorded as such in the minutes of University Senate meetings.

Committee Organization

7. University Senate committees set up by this Constitution shall arrange for their own organization, officers, and schedule of meetings.

Committee Reports to Senate

8. All reports of standing or ad hoc committees of the University Senate shall be accepted when submitted and become a part of the minutes of the University Senate, but this in no way indicates University Senate approval or rejection of any aspect of the report. After a committee report has been received, the University Senate will follow normal procedures in handling motions relevant to the contents of the report. It would, for example, be appropriate for the senate to make, amend, and vote on motions relating to the committee report, but it would not be appropriate for the senate to move to amend the committee report.

University Senate Quorum

9. At meetings of the University Senate, a quorum shall consist of a majority of the members eligible to vote.
### Senate Vacancy

10. The office of senator or senate committee member shall be considered vacant under one or more of the following conditions:
   a. if the member resigns the office
   b. if the member leaves the faculty permanently
   c. if the member is absent or anticipates being absent from meetings for a period of **time to exceed one semester or more**.

### Nominations

11. There shall always be more persons nominated by the University Senate Nominating Committee than there are positions to be filled.

### Nomination & Election of Officers

12. Nominations for Chair-elect or Vice Chair will be made at the first University Senate meeting in April. Election of the Chair-elect or Vice Chair will take place at the second senate meeting in April.

### Determining Election Results

13. In all University Senate elections, the results shall be decided by a plurality of votes cast, except in the case of University Senate officers where a majority of votes cast is required for election. In cases of tie votes, the names of those tied shall be placed on the ballot and a run-off election conducted. If this does not resolve the tie, the University Senate Chair shall be empowered to determine a means of resolving the tie. In cases where a candidate for senate office does not receive a majority vote, the names of the two candidates receiving the most votes shall remain on the ballot and a run-off election shall be conducted.

### Mailbox Ballot Elections

14. For elections that are conducted by a mailbox ballot, the following procedures will be followed: Ballots will be prepared by the secretarial staff in the University Senate Office. The ballot shall indicate the number to be elected, the department/unit of continuing members, and the department/unit of the candidates. In elections requiring representation from the various Colleges and Schools, the ballot shall indicate the number to be elected from each College or School, the College or School designations of continuing members, and the College or School identification of the candidates. A ballot will be mailed to each eligible voter, who will mark the ballot and return it to the University Senate Office. To assure a secret ballot, no return address should be used.

### Co-expiration of Senate Committee Membership

15. Where a University Senate member's term of office as a senator expires before the expiration of that member's membership term on a University Senate committee as a representative of the senate, the committee membership will expire with the expiration of the senate term. The replacement on the committee shall be elected for a full term.

### Vacancies on Committees

16. Vacancies occurring on standing committees of the senate shall be filled by the senate as soon as possible.

### Academic Staff Representative to UW System

17. The Academic Staff Representative to the University of Wisconsin System shall elected by and from the Academic Staff Personnel Committee in December of even numbered years. The term of office shall be for two years beginning the next July 1.

The Academic Staff Representative serves as an ex-officio (and voting) member of the University Senate and University Senate Executive Committee. If his/her term on the Academic Staff Personnel Committee expires, the he/she becomes an ex-officio (and voting) member of the Academic Staff Personnel Committee for the remainder of his/her term of office as Academic Staff Representative.

The Academic Staff Representative shall represent the academic staff at UWS meetings of the Academic Staff Representatives and at other appropriate meetings where concerns of the academic staff are discussed and shall be responsible for reporting actions and information relevant to academic staff to the University Senate and to the Academic Staff Personnel Committee.

### Assignment

18. When a University Academic Staff Senator chairs the University Senate, he/she receives a forty percent assignment to the Office of the Chancellor for the academic years within the two-year term.
The University Senate Chair receives a 40% assignment to the Office of the Chancellor for each of the four semesters and a 25% assignment for each of the two summer sessions. (US 2/98)

The Academic Staff Representative receives a 20% assignment to the Office of the Chancellor for the two year term. (US 3/91)

Vote on Motion 34-US-4: Motion PASSED unanimously by University Academic Staff members of the University Senate.

X. Motions concerning University Faculty bylaws:

Motion 34-US-5:
Moved by Senator Pitts and seconded to amend Bylaw #4 - Committee Organizations of the Bylaws of the University Faculty to state: University Faculty committees established by this Constitution shall arrange for their own organization, officers, and schedule of meetings. The University Senate Office shall maintain election results and membership lists, monitor vacancies, serve as a referral source for issues to be addressed by various committees, and ensure that initial committee meetings are held by October 1 each year.

TEXT of CHANGES per Motion 34-US-5:
Committee Organization
4. University Faculty committees established by this Constitution shall arrange for their own organization, officers, and schedule of meetings. The University Senate Office shall maintain election results and membership lists, monitor vacancies, serve as a referral source for issues to be addressed by various committees, and ensure that initial committee meetings are held by October 1 each year.

Vote on Motion 34-US-5: Motion PASSED unanimously by University Faculty members of the University Senate.

XI. Report of the Nominating Committee - Senator Blackstone
- Following names put into nomination for Chair-elect:
  - Susan Harrison, Computer Science
  - Barbara MacBriar, Nursing
  - David Nelson, Communication Disorders
- Senator Nelson withdrew name from consideration
- Nominations closed by unanimous vote
- Will be ballot prepared for April 28th meeting
- Copy of job description of Senate Chair available from Senate Chair or Senate Office

XII. Additional Report of the Senate Executive Committee

Motion 34-SE-16:
Moved by Senator Conderman and seconded by committee to recommend that the language of ARTICLE TWO, Section H, the paragraphs relating to University Senate or Faculty concerns be changed as shown in the University Faculty Constitution and in the University Academic Staff Constitution.

TEXT of CHANGES per Motion 34-SE-16:
For University Senate or Faculty concerns:
- (a) If the recommendation deals primarily with matters of concern to the University Faculty, a subcommittee composed of the University Faculty members of the Executive Committee will consult with the Chancellor concerning those aspects of the recommendation which are unacceptable. For University Senate concerns, the Executive Committee will consult with the Chancellor concerning those aspects of the recommendation which are unacceptable.
- (b) If the Executive Committee or subcommittee feels that a modification of the recommendation would be acceptable to both the Chancellor and the University Senate, they may work with the Chancellor in an attempt to modify the recommendation.
- (c) If the parties agree on the modification, it shall be presented to the University Senate for action.
(d) If the Executive Committee or subcommittee does not agree to a modification suggested by the Chancellor, the Chancellor's objections to the recommendation shall be reported to the University Senate along with the Executive Committee's or subcommittee's position.

(e) If the University Senate does not agree to a modification of its original recommendation, the original recommendation shall be returned to the Chancellor for final action.

Discussion:
- Allows faculty concerns to be brought up to the University Faculty portion of the Senate Executive Committee
- On Senate concerns the whole Executive Committee would be consulted

Vote on Motion 34-SE-16: Motion PASSED unanimously

Motion 34-SE-17:
Moved by Senator MacBriar and seconded by committee to recommend that the Constitution of the University Faculty and the Constitution of the University Academic Staff within Chapter 3 of the Faculty and Academic Staff Handbook be merged into the Constitution of the University Faculty and University Academic Staff using the outline provided.

OUTLINE of CHANGES per Motion 34-SE-17:

CHAPTER THREE
Faculty and Academic Staff Organization

University Faculty (defined in Article One)
University Academic Staff (defined in Article Two, renumbered)
University Senate (defined in Article Three, renumbered)

College Faculties (defined in Article Four, renumbered)
School Organization
Departmental Organization
Unit Organization (defined in Article Five, renumbered)
Student Representation in University Faculty and University Academic Staff Governance
Role of Academic Staff in University Faculty Governance

CONSTITUTION of the UNIVERSITY FACULTY and UNIVERSITY ACADEMIC STAFF

Article One: The University Faculty
Section A through Section H {current pages 3.3 - 3.5}

Article Two: The University Academic Staff
Section A through Section H {current pages 3.17 - 3.18}

Article Three: The University Senate
Section A through Section H {current pages 3.5 - 3.11; same as pages 3.19 - 3.25; included only once}

Article Four: The College Faculties
Section A through Section F {current page 3.11}

Article Five: The Units with Nonteaching Academic Staff Members
Section A through Section C {current page 3.25}

Article Six: Amendments and Bylaws {current pages 3.11-3.12, 3.25}

Section A Amendments:
Amendments to Article One and Article Four of this constitution shall be proposed by a petition signed by ten percent of the University Faculty eligible to vote or by a majority of those University Faculty voting in the University Senate, and presented at a meeting of the University Faculty. The proposed constitutional amendment may be amended at this University Faculty meeting by a majority vote of those present and voting, except that in this event the final form of the constitutional amendment must be presented again at a subsequent meeting of the University Faculty prior to being submitted to the University Faculty for ratification. The University Faculty shall decide, at the meeting at which the final form of the proposed constitutional amendment is presented, whether the ratification vote on the constitutional amendment is to be at a future meeting of the University Faculty or in a referendum. The ratification vote shall be held not less than one week or more than three weeks after the University Faculty meeting at which the final form of the constitutional amendment was presented. Ratification shall require a two-thirds vote of those voting at the meeting or in the referendum, provided no fewer than thirty-four percent of the University Faculty participate in the voting.

Amendments to Article Two and Article Five of this constitution shall be proposed by a petition signed by ten percent of the University Academic Staff eligible to vote or by a majority of those University Academic Staff voting in the University Senate, and presented at a meeting of the University Academic Staff. Teaching Academic Staff with “faculty status” may propose amendments to Article Two, Section G, (2) and (3). The proposed constitutional amendment may be amended at this University Academic Staff meeting by a majority vote of those present and voting, except that in this event the final form of the constitutional amendment must be presented again at a subsequent meeting of the University Academic Staff prior to being submitted to the University Academic Staff for ratification. The University Academic Staff shall decide, at the meeting at which the final form of the proposed constitutional amendment is presented, whether the ratification vote on the constitutional amendment is to be at a future meeting of the University Academic Staff or in a referendum. The ratification vote shall be held not less than one week or more than three weeks after the University Academic Staff meeting at which the final form of the constitutional amendment was presented. Ratification shall require a two-thirds vote of those voting at the meeting or in the referendum, provided no fewer than thirty-four percent of the University Academic Staff participate in the voting.

Amendments to Article Three of this constitution shall be proposed by a petition signed by ten percent of the University Faculty eligible to vote and ten percent of the University Academic Staff eligible to vote, or by majority vote of those voting in the University Senate, and presented at a meeting of the University Faculty and the University Academic Staff. To amend Article Three, the University Faculty shall follow the procedures stated above for amending Article One and Article Four and the University Academic Staff shall follow the procedures stated above for amending Article Two and Article Five.

Section B Bylaws:

In order to facilitate the functioning of this constitution,
(a) the University Faculty may, either directly or by action of the University Faculty members of the University Senate, enact such bylaws as are consonant with Article One and Article Four of this constitution;
(b) the University Academic Staff may, either directly or by action of the University Staff members of the University Senate, enact such bylaws as are consonant with Article Two and Article Five of this constitution; and
(c) the University Faculty and University Academic Staff may, either directly or by action of the University Senate, enact such bylaws as are consonant with Article Three of this constitution.

Discussion:
- Many redundancies in the two separate constitutions
- Those things that refer specifically to University Academic Staff would be voted on by University Academic Staff
- Those things that refer specifically to University Faculty would be voted on by University Faculty
- The remainder of the constitution would be voted on jointly
- Would be no change in voting rights

Vote on Motion 34-SE-17: Motion PASSED unanimously

XIII. New Business

Motion 34-US-6:
Moved by Senator Reid and seconded to change the membership of the Faculty Personnel Committee to increase to two the Senators from the College of Arts and Sciences, total membership remains the same

Discussion:
Feel this motion further exacerbates the division of College of Arts and Sciences and College of Business
Charge to senators not to represent departments, or college, or unit, but University as a whole

**Vote on Motion 34-US-6: Motion DEFEATED**

**Motion 34-US-7:**
Moved by Senator Reid and seconded to change the membership of the Academic Policies Committee to increase to two the Senators from the College of Arts and Sciences, adding one additional senator to the committee

Discussion:
Motion not meant to endorse antagonism apparently felt, only to reflect the proportionality of the faculty and staff involved

**Vote on Motion 34-US-7: Motion DEFEATED**

XIV. Announcements

- Compensation Committee - Senator Wick, Chair
  - Next meeting Friday April 17th, 2:00 p.m., Old Library 1122
  - Consult with Dave Lund and Andrea Gapko
    - Recommendations they should take down to System
    - Place for input on '1/3, 1/3, 1/3' rule
- Executive Committee - Senator Harrison, Chair
  - Next meeting April 21st, 3:00 p.m., Schofield 202
  - Review of Image document
  - Review of academic staff personnel rules to forward to Academic Staff Personnel Committee
- Ad Hoc Instructional Technology Committee - Senator Pitts
  - Next meeting April 14th, 2:00 p.m., location to be announced
  - Review of Pilot Distance Education Funding Policies document
- Academic Policies Committee - Senator Lozar, Chair
  - No meeting April 21st
  - Teleconference that date from noon to 3:00 p.m. in Oneida Room on characteristics of freshmen

General Announcements
- Next Senate meeting will be April 28th, meeting scheduled for April 14th is not necessary

Without objection, University Senate adjourned at 4:51 p.m.

Respectfully submitted,

Wanda Schulner
Secretary to the University Senate