

**UNIVERSITY OF WISCONSIN - MILWAUKEE
FACULTY SENATE MEETING
MINUTES**

Thursday, October 18, 2018; 2:30 p.m.; Curtin 175

Chancellor Mone called the Faculty Senate Meeting to order at 2:30 p.m.

I. COMMENTS AND QUESTIONS

1. Chancellor's Report

Chancellor Mone reported on developments in the College of General Studies, the appointment of Katie Miota as UWM's Chief Enrollment Officer, budgetary concerns including investment growth, the current capital campaign which is set to make \$230-250 million by year end, and the start of planning for the next campaign.

Discussion took place on salary equity studies which are done on staggered three-year cycles for faculty, academic staff, and university staff. A report on the findings will be provided. Additional discussion took place on a climate study which UW-System is planning to carry out in fall 2018 or early 2019.

2. Provost's Report

Provost Britz reported on the HLC accreditation process, developments in the College of General Studies, planning meetings with schools and colleges, and enrollments which are down 1.8%. The Provost discussed searches for the Deans of the Lubar School of Business, the College of Health Sciences, and the College of General Studies as well as the Director of the Library, the Director of the Office of Central Advising, the Co-Director of the Northwestern Mutual Data Science Institute, and the Director of the Connected Systems Institute. Provost Britz reported on outreach with Waukesha County Technical College. He also reported on the Department of Finance & Administrative Affairs and the Academic Planning & Budget Committee's work to implement the new budget model.

Discussion took place on financing for the administration positions currently in the hiring process.

3. University Committee Report: Kristian O'Connor, Chair

The report is attached.

Discussion took place on the numerical threshold for the UW System Program Productivity Monitoring Policy.

4. Academic Staff Committee Report: Kristin Roosevelt, Chair

The report is attached.

Discussion took place on the timeline of Academic Staff performance evaluations.

5. Physical Environment Committee: LeRoy Stoner, Chair

The report is attached.

6. Academic Policy Committee: Timothy O'Brien, Co-Chair

The report is attached.

Discussion took place changes to the final examinations policy.

7. Student Association Report: Alyssa Molinski, President

A. Molinski reported on the food drive which ends on October 31st. The SA has also been marketing the opportunity to vote early in Zelazo. Informational fliers on early voting are available for distribution.

II. SENATE ROLL CALL

Secretary of the University Trudy Turner conducted the roll call for the Senate. There were 35 senators and Parliamentarian Richard Marcus present. A quorum of the Faculty Senate was present.

III. AUTOMATIC CONSENT

1. The minutes of the September 20, 2018 Faculty Senate meeting were approved as distributed.
2. SAAP 4: Recommendation of the Policy Advisory Committee and the Department of Auxiliary Services to Eliminate the Policy on Advertising (Off-Campus) Student-Sponsored Events
3. SAAP 5: Recommendation of the Policy Advisory Committee and Student Affairs to Revise Alcoholic Beverages, Guidelines for Service Policy
4. SAAP 43.5: Recommendation of the Policy Advisory Committee and Finance and Administrative Affairs to Revise the Policy on Protests/Demonstrations on University Property
5. SAAP 48A: Recommendation of the Policy Advisory Committee and Human Resources to Eliminate the Sick Leave Policy
6. SAAP 56: Recommendation of the Policy Advisory Committee and Human Resources to Eliminate the Policy on Vacation and Holiday Entitlement for Faculty on Annual Appointments and for Academic Staff
7. SAAP 65.5: Recommendation of the Policy Advisory Committee and the Dean of Students to Eliminate the Student Nonacademic Code of Conduct Implementation
8. Faculty Document 3208: 2017-18 Annual Report of the Libraries Committee.

IV. CHANCELLOR'S REPORT

1. Document 3176, 09/20/18: Request for Authorization to Implement a Doctor of Occupational Therapy Degree at UW-Milwaukee. Sent to UWM Administration, 09/21/18.
2. Document 2377R2, 09/20/18: Recommendation to Revise *UWM Policies & Procedures* Chapter A.1.05 Academic Planning and Budget Committee (APBC) Charter. Sent to UWM Administration, 09/21/18.
3. Document 3177, 09/20/18: Recommendation of the Graduate Faculty Committee (GFC) that the Faculty Senate Grandfather in GFC Policy Documents Approved Between 1996 and 2017. Sent to UWM Administration, 09/21/18.
4. Document 2780R1, 09/20/18: Recommendation to Revise *UWM Policies & Procedures* Chapter A.3.05 GFC Charter. Sent to UWM Administration, 09/21/18.
5. Document 3178, 09/20/18: Recommendation to Revise Graduate Program Review Committee Charter. Sent to UWM Administration, 09/21/18.
6. Document 3179, 09/20/18: Recommendation to Revise Graduate Curriculum Committee Charter. Sent to UWM Administration, 09/21/18.
7. Document 3180, 09/20/18: Recommendation to Revise Graduate Student Fellowships Committee Charter. Sent to UWM Administration, 09/21/18.
8. SAAP 3, 09/20/18: Recommendation of the Policy Advisory Committee and the Provost's Office to Amend the Administrative Status to Faculty Status Policy. Sent to UWM Administration, 09/21/18.
9. SAAP 13, 09/20/18: Recommendation of the Policy Advisory Committee, the School of Continuing Education, and the Provost's Office to Amend the Continuing Education Units (CEUs) Policy. Sent to UWM Administration, 09/21/18.

V. SPECIAL ORDERS OF BUSINESS

1. Election to fill a vacancy on the Faculty Senate Subcommittee (SSEA) on the Evaluation of Administrators (SSEA). Nominations were taken from the floor and one name was received. The Faculty Senate elected Julia Snethen to join continuing members Vicki Bott, Richard Grusin, Devendra Misra, Kristian O'Connor, and Jeffrey Sommers on the SSEA for 2018-2019.

VI. BUSINESS

MOTION: To pull SAAP 43.5 from Automatic Consent to be considered as item 10 under Business. The motion was seconded and approved by voice vote.

1. Faculty Document 3150R1: Recommendation to Revise *UWM Policies & Procedures* Chapter 5.25 Fair Hearing. A senator moved adoption of FD3150R1. Codification Committee Chair Kelly Kirshner presented the document.

MOTION: To approve FD 3150R1. The motion was seconded and approved unanimously by voice vote.

2. Faculty Document 3209: Recommendation of the Academic Policy Committee to Approve the Calendar for Academic Year 2020-2021. A senator moved adoption of FD3209. Academic Policy Committee Co-Chair Timothy O'Brien presented the document.

MOTION: To approve FD 3209. The motion was seconded and approved unanimously by voice vote.

3. SAAP 49: Recommendation of the Policy Advisory Committee and the Physical Environment Committee to Revise the Smoking and Tobacco-Free Campus Policy. A senator moved adoption of SAAP 49. Physical Environment Committee Chair (2017-18) Dave Heathcote presented the document.

Discussion took place on the impact of governing the use of products that do not endanger the health of others. Additional discussion took place on the effect of the ban on UWM's research and teaching mission. There was discussion on other campuses that have adopted similar policies.

MOTION: To extend time by three minutes. The motion was seconded. The motion was not approved by voice vote.

MOTION: To approve SAAP 49. The motion was seconded and approved with a vote of 17-yes; 10-no; and 1-abstention.

4. Faculty Document 3133R1: Recommendation of the Graduate Curriculum Committee to Establish Transcript-Designated Degree Concentrations and Options. A senator moved adoption of FD3133R1. Graduate Faculty Committee Chair Jason Puskar presented the document.

MOTION: To approve FD 3133R1. The motion was seconded and approved by voice vote with one abstention.

5. Faculty Document 3207R1: Recommendation of the Graduate Faculty Committee to Revise the Policy on the Review of Certificate Programs. A senator moved adoption of FD3207R1. Graduate Faculty Committee Chair Jason Puskar presented the document.

MOTION: To approve FD 3207R1. The motion was seconded and approved unanimously by voice vote.

6. SAAP 45.5: Recommendation of the Policy Advisory Committee and the Office of Research to Replace SAAP 45.5 and 45.7 with the UWM Policy on Research Misconduct. A senator moved adoption of SAAP 45.5. Associate Vice Chancellor for Research Rachel Schiffman presented the document.

Discussion took place on recent cases of research misconduct on campus. There have not been any in recent years, but there may be cases in the future.

MOTION: To approve SAAP 45.5. The motion was seconded and approved by voice vote.

7. Faculty Document 2425R3: Recommendation to Revise the Undergraduate International Student Admissions Policy. A senator moved adoption of FD2425R3. Academic Director of International Student Success Lawrence Kuiper presented the document.

It was clarified that the scores in the table on page two are only used for English proficiency. Discussion took place on the policy's applicability to the College of General Studies.

MOTION: To amend the **Academic criteria for international admissions** section as follows:

International students who are admitted with a GPA of 3.0 or higher (and who meet the English language proficiency requirements for full admission) will be offered optional participation in the academic foundation program for one semester, focusing on acculturation to the U.S. university setting. International students with a GPA from 2.0 to 2.99 (and who meet English language proficiency requirements for full admission below) ~~may will~~ be required to complete a one-semester academic foundation program focusing on acculturation to the U.S. university setting. Note that individual programs may have higher GPA standards than required by this document.

AND section II (Category 2) as follows:

Category 2 – **Eligible for full admission via academic foundation:** Students in this category will be required to complete a foundational program. This foundational program will allow students to enroll in academic courses. ~~These courses may be specifically designated by their academic program.~~ These students will also enroll in English for Academic Purposes (EAP) courses that match their individual needs. Based on their performance, these students will progress toward category 1.

The motion was seconded and approved by voice vote.

MOTION: To approve FD 2425R3 as amended. The motion was seconded and approved unanimously by voice vote.

8. Faculty Document 3210: Recommendation of the International Committee to Create Study Abroad Policies and Procedures. A senator moved adoption of FD3210. Academic Director of International Student Success Lawrence Kuiper presented the document.

MOTION: To approve FD 3210. The motion was seconded and approved unanimously by voice vote.

9. Faculty Document 3211: Recommendation of the University Committee to Develop Procedure for Distance Participation in Faculty Meetings and Faculty Senate Meetings. A senator moved adoption of FD3211. University Committee Chair Kristian O'Connor presented the document.

MOTION: To amend section on voting to allow voice votes to be called for all sites at the same time. The motion was seconded and approved by voice vote.

MOTION: To amend section on attendance as follows:

Attendance: For Faculty Meetings and the Faculty Senate, faculty will be able to participate through video conferencing in a single, designated room on each campus. Participation via these locations will satisfy attendance requirements as defined in UWM P&P 1.06(5). One senator at each location will be responsible for conducting a quorum count ~~counting for a quorum~~ at Faculty meetings. Faculty senators' names will be called during roll call to conduct a quorum count ~~for counting toward quorum~~ at Senate meetings. If senators arrive after roll call, they will email the Secretary of the University during the meeting.

The motion was seconded and approved by voice vote.

MOTION: To approve FD 23211 as amended. The motion was seconded and approved by voice vote.

MOTION: To reconsider the vote to approve FD 23211 as amended. The motion was seconded and approved by voice vote.

MOTION: To postpone to the November 15th Faculty Senate meeting a vote on FD 23211. The motion was seconded and approved by voice vote.

10. SAAP 43.5: Recommendation of the Policy Advisory Committee and Finance and Administrative Affairs to Revise the Policy on Protests/Demonstrations on University Property. A senator moved adoption of SAAP 43.5. Chief Legal Counsel Joely Urdan presented the document.

Discussion took place on changes to the Board of Regents free speech policy.

MOTION: To take out an extra "and" in the first paragraph of the policy and amend the second paragraph as follows.

Section UWS 18.11(4) , Wisconsin Administrative Code, establishes restrictions on certain activities ~~in order~~ to preserve order, which is necessary for the enjoyment of freedom by members of the university community and to prevent disruption of ~~and access~~ ~~to~~ instruction, research, public service, extracurricular, or administrative functions. For purposes of this section, the Chancellor's designee shall be the Vice Chancellor for Finance and Administrative Affairs and/or the Vice Chancellor's designee.

The motion was seconded and approved by voice vote.

MOTION: To approve SAAP 43.5 as amended. The motion was seconded and approved by voice vote.

VII. UNFINISHED BUSINESS - None.

VIII. GENERAL GOOD AND WELFARE - None.

IX. ADJOURNMENT -The meeting was adjourned at 4:06 p.m.

**Report to the Faculty Senate
Thursday, October 18, 2018**

University Committee (UC) – Kristian O’Connor, Chair

1. The UC has continued to monitor the dean searches, budget, and campus enrollment through its meetings with the Provost and Chancellor.
 2. Associate Vice Chancellor Dev Venugopalan accompanied the Provost to a recent meeting to discuss the latest draft of the UW System Program Productivity Monitoring Policy. Dev is a member of the UW System Task Force. He shared that the task force policy on program monitoring will be available for public comment when it is finished. Parameters for program monitoring at the bachelor’s and masters’ will be set by the policy as will a series of steps that can be taken for remediation. Doctoral levels will be set at the discretion of the institution. Dev indicated that there are around 10 programs at UWM that could be affected by the policy.
 3. The Provost has invited the UC to an informal meeting with the Deans on December 11th. Among topics to be discussed will likely be post-tenure review and faculty workload.
 4. The UC will be monitoring the roll out of the title and total compensation benefits survey as well as how the results are utilized.
 5. More information on these topics, as well as up-to-date information on UC activities can be found at <https://uwm.edu/ucnews>.
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Academic Staff Committee (ASC) – Kristin Roosevelt, Chair

- Chapter 104 with changes is in effect -presentation ready to look at - Nov 5th meeting - final steps of presentation rollout - start mid to late November.
- Clarification to Chapter 105 - approved by AS Senate - annual performance evaluations are required for any staff member employed at 50% appointment, timeline clarified, awaiting final approval by Chancellor.

Updated Language: 105.01 Performance Review and Employee Self-Evaluation

Supervisors shall request academic staff self-evaluations prior to December 1 for the current calendar year of January 1 through December 31. and staff. Staff shall submit their self-evaluations on or before January 15 of the following calendar year (e.g., supervisor request on December 1, 2017, self-evaluation due by January 15, 2018). The supervisor shall hold a conference with the staff member no later than 20 working days after January 15.

- Membership changes - Torry Rufer replace Jenny Hack, Special election to fill the teaching/research vacancy
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Physical Environment Committee (PEC) – LeRoy Stoner, Chair

The PEC has met once so far this semester on September 19th at which the Committee elected a new chair.

At that meeting a revision to the Campus Facility Naming Subcommittee Charter was approved. Appointments were made to the Transportation Subcommittee and Campus Facility Naming Subcommittee and to the Chancellor’s Advisory Committee for LGBT+ Advocacy.

A naming request from the Campus Facility Naming Subcommittee was approved and the honoree will be announced later by the UWM Foundation.

The Committee received an update on the Smoke and Tobacco-Free Campus Policy (S-49) implementation. A working group from the PEC and other campus groups is managing the education and implementation phase.

Included activities include education on smoking cessation, changing existing signage and providing new signs to inform the campus of the policy. Enforcement will follow the information phase perhaps even as late as Fall 2019.

The Committee received an update on the Active Shooter Preparedness report and noted that all new and remodeled class rooms should have provisions for locking classrooms from the inside. Campus police are available to units to presentation revised planning and instructions should an emergency occur.

The October meeting of the PEC has been postponed until October 31 so Vice Chancellor Harpen can be present to report to the Committee.

Academic Policy Committee (APC) – Timothy O’Brien, Chair

The APC met 4 times during the 2017-2018 academic year: September 13, October 17, November 16, and April 9.

Committee work:

1. Approved the 2019-2020 academic calendar.
 2. Revised the Uniform Syllabus Policy (Faculty Document 1895R4) to include a statement and link to information related to Title IX as recommended by the Legal Affairs office.
 3. Revised the Policy on Final Examinations (S-22) to reflect clarifications as recommended by the Legal Affairs office.
 4. Revised the Policy on Grading and Grade Records for all Schools and Colleges to include standard language and to remove the F+ letter grade.
 5. Discussed priority registration for study abroad students and determined no action is needed at this time.
 6. Discussed policies and practices related to allowing undergraduates to repeat courses and determined no action is needed at this time.
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