

CODIFICATION COMMITTEE  
Thursday, April 4, 2019, 11:00 am  
Lubar N456  
Meeting Minutes

Present: A. Aneesh, Z. Durlam, S. Feay-Shaw, D. Frick, K. Kirshner, K. Surerus, T. Turner

1. Meeting called to order at 11:01 am.
2. Minutes of February 28, 2019 meeting approved as distributed.
3. New Business
  - a) Recommendation of the Faculty Senate Subcommittee on the Evaluation of Administrators to Revise the Policy for Faculty Evaluation of Administrators  
Discussion took place on the composition of the AS Senate.

MOTION: to approve the document. The motion was seconded and approved unanimously by voice vote.

- b) Request for Authorization to Implement a Master of Science in Biostatistics  
The committee found that the proposal was missing some key elements including the financial projection data, the financial projection narrative, and projected enrollments by year five. The committee will review the proposal when the missing information is included.
  - c) Recommendation of the Graduate Faculty Committee (GFC) to Revise the Policy on the Review of Certificate Programs

MOTION: to approve the document. The motion was seconded and approved unanimously by voice vote.

- d) Recommendation to Revise *UWM Policies & Procedures* Chapter 6  
Discussion took place on how a faculty standing committee is dissolved. [Faculty Document 2689](#) contains an example of a dissolved committee.

MOTION: to revise section 6.01(1) as follows:

**6.01 Faculty Standing Committees**

- (1) A faculty standing committee is created, [modified, and dissolved](#) by the Faculty or Faculty Senate, performs delegated functions, reports to the faculty, exists for an indefinite duration, and has a majority of faculty in its voting membership except as is provided for in the charter of the Athletic Board.

The motion was seconded and approved unanimously by voice vote.

4. Other business

The committee discussed the wording of *UWM Policies & Procedures* Chapter 5.136 (2) and (4).

MOTION: to revise section 5.136(2) as follows:

**5.136 Notification of Decision of Tenure by Executive Committee**

- (2) A faculty member who receives ~~After~~ a negative decision, ~~the faculty member~~ may submit a written request, ~~in writing, during the terminal year to the executive committee to conduct a tenure review. a tenure review during the terminal year.~~ The executive committee may agree, but is not required, to conduct a tenure review and render a decision during the terminal year. A decision to conduct a tenure review in the terminal year will be communicated to the candidate in writing.

AND section 5.136(4) as follows:

- (4) A faculty member who waives ~~his/her~~their right for a tenure review prior to the terminal year, may submit a written request during the terminal year to the executive committee to conduct a tenure review, ~~in writing, to be reviewed during their terminal year.~~ The executive committee, at its discretion, may or may not agree to conduct a tenure review during the terminal year. Its decision will be communicated to the candidate in writing.

The motion was seconded and approved unanimously by voice vote.

Additional revisions to Chapter 5 are forthcoming.

5. Meeting adjourned at 11:55 am.