

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

**Thursday, September 19, 2019; 2:30 p.m.; UWM Union Wisconsin Room
FALL PLENARY SESSION**

At 2:30 p.m. President pro tem Julia Snethen introduced Chancellor Mark Mone.

Chancellor Mone presented his plenary address.

A video of the plenary is available at: <https://www.youtube.com/watch?v=AiFkgmchONc>

The Faculty meeting convened at 3:43 p.m.

I. COMMENTS AND QUESTIONS

1. Provost Report
No report.
2. University Committee Report: Kathleen Dolan, Chair
The report is attached.
3. Academic Planning and Budget Committee Report: Gillian Rodger, Co-Chair
The report is attached.
4. Academic Staff Committee Report: Leigh Wallace, Chair
The report is attached.
5. Academic Policy Committee Report: Suzanne Boyd, Chair
The report is attached.
6. Academic Program & Curriculum Committee Report: Kristen Murphy, Chair
The report is attached.
7. Student Association (SA) Report: Sydney Lee, President
S. Lee reported that the SA has met once and will meet again on Sunday, September 22nd. She stated that faculty senators can feel free to contact her with any issues.

II. PROPOSED FACULTY SENATE RULES COMMITTEE AND FACULTY SENATE MEETINGS FOR ACADEMIC YEAR 2019-20

The proposed Faculty Senate Rules Committee and Faculty Senate meeting schedules were distributed with the Senate agenda. There were no comments or questions.

III. DETERMINE EXISTENCE OF QUORUM FOR THE FACULTY MEETING

A quorum of the faculty was not present. A meeting of the Faculty Senate convened.

IV. SENATE ROLL CALL

Secretary of the University Trudy Turner conducted the roll call for the Senate. There were 31 senators and Parliamentarian Richard Marcus present. A quorum of the Faculty Senate was present.

Senators missing roll call may sign their name on the Attendance Sign-in Sheet located in the back of the room. The sign-in sheet will be available at every Faculty Senate meeting.

V. AUTOMATIC CONSENT

1. The minutes of the May 9, 2019 Faculty Senate meeting were approved as distributed.
2. Report on Faculty Senate Attendance for Semester II, 2018-19, FD 3236, was received.
3. Summary of Faculty Legislation for Semester II, 2018-19, FD 3237, was received.
4. Listing of new Faculty members for 2019-20, and Retired Faculty for 2018-19, FD 3238, was received.
5. Recommendation of the Policy Advisory Committee (PAC) and Human Resources to Eliminate the Domestic Partnership Policy, SAAP 18, was received.
6. Recommendation of the PAC and the Office of Equity/Diversity Services to Revise the Discriminatory Conduct Policy, SAAP 47, was received.
7. 2018-19 Annual Reports of the Faculty Standing Committees: Annual reports from 23 faculty standing committees were received.

VI. CHANCELLOR'S REPORT

1. Document 2793R1, 05/09/19: Recommendation to Revise Authority given to the UC regarding the Non-Profit called Milwaukee Organization Representing the Faculty Senate (MORFS). Sent to UWM Administration, 05/10/19. Received by UWM Administration 06/18/19.
2. Document 3048R1, 05/09/19: Recommendation of the Codification Committee to Revise *UWM Policies & Procedures* Chapter 5. Sent to UWM Administration, 05/10/19. Approved by UWM Administration 06/18/19.
3. Document 3231, 05/09/19: Request for Authorization to Implement a Master of Science in Biostatistics. Sent to UWM Administration, 05/10/19. Approved by UWM Administration 06/18/19.
4. Document 3232, 05/09/19: Recommendation of the College of Health Sciences (CHS) to Request Approval for Voting Privileges at CHS Faculty and Staff Meetings for Two Full-Time Academic Staff. Sent to UWM Administration, 05/10/19. Received by UWM Administration 06/18/19.
5. Document 3233, 05/09/19: Recommendation of the Codification Committee to Revise *UWM Policies & Procedures* Chapter 6.01(1): Faculty Standing Committees. Sent to UWM Administration, 05/10/19. Approved by UWM Administration 06/18/19.
6. Document 3234, 05/09/19: Faculty Senate Endorsement of the Student Association (SA) Resolution of Support for Open Educational Resources at the University of Wisconsin-Milwaukee. Sent to UWM Administration, 05/10/19. Received by UWM Administration 06/18/19.
7. Document 3235, 05/09/19: Resolution of Support for the Faculty of UW-Whitewater. Sent to UWM Administration, 05/10/19. Received by UWM Administration 06/18/19.

VII. BUSINESS

1. Faculty Document 2985R1: Recommendation of the Academic Program & Curriculum Committee (APCC) to Revise *UWM Policies & Procedures* Chapter A1.2 APCC Charter. A senator moved adoption of FD 2985R1. APCC Chair Kristen Murphy presented the document.

MOTION: To approve FD 2985R1. The motion was seconded and approved by voice vote.

2. Faculty Document 3263: Recommendation of the Academic Policy Committee (APC) to Approve the Calendar for Academic Year 2021-2022. A senator moved adoption of FD 3263. APC Chair Suzanne Boyd presented the document.

MOTION: To approve FD 3263. The motion was seconded and approved by voice vote.

3. Faculty Document 3083R1: Recommendation of the University Committee (UC) to Revise the Post-Tenure Review Policy. A senator moved adoption of FD 3083R1. UC Member and former Chair John Reisel presented the document.

Discussion took place on the role of the divisional committees and how the changes will affect reviews currently in process.

MOTION: To amend sections (III)(G)(1) and (III)(H)(1) so that the executive committee has 10 working days to provide the faculty member with a written summary of the review. The motion was seconded and approved by voice vote.

MOTION: To amend the first sentence of section (III)(F)(7) to read: "The executive committee will vote by written ballot whether the faculty member "meets expectations". The motion was seconded and approved by voice vote.

MOTION: To approve FD 3083R1 as amended. The motion was seconded and approved by voice vote.

4. Multi-factor Authentication Policy. John Goodman of University Information Technology Services presented. All faculty and staff must be enrolled with Duo by October 31, 2019 using a token or mobile app. After enrollment, faculty and staff will have a 14-day window to set up a Duo device. Bypass codes are available if a faculty or staff member does not have their token or mobile device.

Discussion took place on the battery life of the tokens, logging in when out of the country, and the existing 180 day password policy.

VIII. UNFINISHED BUSINESS - None.

IX. GENERAL GOOD AND WELFARE - None.

X. ADJOURNMENT -The meeting was adjourned at 4:30 p.m.

Report to the Faculty Senate
Thursday, September 19, 2019

University Committee (UC) – Kathleen Dolan, Chair

1. The UC met five times over the summer and has been meeting weekly since August 20st.
 2. The UC monitored trends in campus enrollment through meetings with the Provost and Chancellor.
 3. The UC is currently monitoring the search for a new dean of the Helen Bader School of Social Welfare.
 4. We worked on a proposal to revise some of the process and timelines for the post-tenure review process. This proposal is on today's agenda and will be reported on shortly.
 5. We spent time filling approximately 30 vacancies on various faculty governance committees and we have discussed ways to encourage more faculty to get involved in shared governance.
 6. As UC chair, I attended sessions with newly hired faculty and newly tenured associate professors to encourage them to learn more about shared governance and to volunteer for appropriate levels of committee service.
 7. 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 Planning and Budget Committee (APBC) – Gillian Rodger, Co-Chair

The APBC met on August 29 and September 12.

Co-chairs for the 2019-20 academic year were elected at the August 29 meeting. Gillian Rodger and Barry Cameron accepted the nominations and were elected as co-chairs of the committee. The Provost informed the committee that despite best efforts to the contrary, enrollment actuals were down from expected projections. The university will need to work on retention and recruitment to reverse this trend. Gillian Rodger and outgoing co-chair, Shevaun Watson, attended the Budget Advisory Team briefing on August 29.

In the September 12 meeting, the Budget team gave a budget process overview for new and returning committee members. Notably, Step 1 of the new budget model process occurs in September. In step 1, the budget team develops tuition/state support revenue forecast and establish primary allocation "pools." Financial training for the committee resumes on October 10 with a detailed financial overview for UWM.

Academic Staff Committee (ASC) – Leigh Wallace, Chair

I am Leigh Wallace, Clinical faculty in Administrative Leadership and the 2019-20 Chair of the Academic Staff Committee. We have met twice since the school year began -- and also met throughout the summer -- and the Academic Staff Senate met on September 10.

We will continue to work on the consistent implementation of our Chapter 104 and are also collecting workload policies from schools and colleges for Instructional Academic Staff to review.

I look forward to working with you this year.

Academic Policy Committee (APC) – Suzanne Boyd, Chair

The APC met 7 times during the 2018-2019 academic year: September 20, September 27, November 12, December 5, January 29, March 5, April 2.

Committee work:

1. Approved the 2020-2021 academic calendar.
2. Adopted/revised a set of 5 policies related to the new UWM associates degree program:
 - a. New Policy: Internal Credit Transfer Policy – stipulating that internally transferred credit (e.g. between associates and bachelor “curricular tracks”) will carry grade point value.
 - b. New Policy: Undergraduate Concurrent Enrollment Policy – defines approval process by which students in one curricular track (such as bachelor’s) may enroll in credits in another curricular track (such as associates).
 - c. Update to existing policy (S-38): Majors in two school/colleges - revision is intended to distinguish between undergraduate students pursuing two bachelor’s degrees simultaneously, which is allowed by the policy, and students pursuing an associate degree and bachelor’s degree at the same time, which is not allowed.
 - d. Update to existing policy (FD2635): University Honors Requirements - revision is to set requirements for receiving University Honors in an associate degree program.
 - e. Update to existing policy (catalog): Commencement Honors Requirements - revised to set requirements for receiving Commencement Honors in an associate degree program and removed a rarely used provision for terms when fewer than 15% of students graduating from a school/college earned a 3.5 GPA.
3. Revisions to S-31, Incomplete Grades - to codify current practice of allowing Extended Incompletes for undergraduates.
4. Revisions to Uniform Syllabus policy – add S49 Smoke and Tobacco-Free Campus policy to Syllabus Links, and changed last link title from “Other” to “Final Examinations” since all the comments included were about final exams.
5. Revision to Academic Approval Matrix (S.05) - to add an approval process for suspending admission to a program, as well as an approval process for reactivating admission to a suspended program.
6. Revision to Academic Forgiveness Policy - to decrease number of credits required before applying for forgiveness from 24 credits to 12 credits.
7. Formally endorsed the practice that course repeats occurring after the granting of a degree will be updated in accordance with the current repeat policy (to allow students to improve GPAs after graduation, though the degree GPA remains unchanged).
8. Revision to S22 Final Examination policy – to remove seemingly contradictory and superfluous language in section 6 that concerned make up final examinations (requiring an individual make-up final to be approved by the dean/director), when instructor-approved make up finals were already granted in section 9.

Academic Program and Curriculum Committee (APCC) – Kristen Murphy, Chair

1. Fifty-seven (57) new courses were approved; one hundred forty-seven (147) course changes were approved; and seventeen (17) courses were deleted.
2. Nine (9) courses were approved for GER distribution; two (2) were approved for Cultural Diversity; two (2) were approved for OWC-B; no courses were approved for QL-B; and no courses withdrew GER/CD.
3. The ten undergraduate programs had reviews completed with final report approved by APCC:

September 11, 2018	Film
October 9, 2018	Japanese
November 13, 2018	International Studies
March 12, 2019	Latin American, Caribbean, and U.S. Latino Studies
April 9, 2019	Journalism, Advertising, and Media Studies
May 14, 2019	African and African Diaspora Studies

4. Other important APCC Approvals:

November 13, 2018

- ◆ Established exceptions to the GER moratorium
 1. Reactivating GER on a course that previously had GER status
 2. Jointly offered with another course that already has GER status
 3. CGS courses aligning with a UWM course that already has GER status

December 11, 2018

- ◆ Approved GFC 1311 – Accelerated Master’s Degree Policy
- ◆ Added an additional GER moratorium exception
 4. Moving GER from one course to another where the new GER course aligns to the current GER requirements and will better serve students and promote student success.

March 12, 2019

- ◆ Changed APCC Charter to extend the term of the advisor appointee to three years
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