**Determining Representation on the Academic Staff Senate**

Please send your feedback to [kjk@uwm.edu](mailto:kjk@uwm.edu) by December 12.

Background: The recent realignment in UWM’s academic structure (**s**chools/**c**olleges) prompted an examination of how this would affect Academic Staff policies and committee bylaws. It will have the greatest effect on representation for the Academic Staff Senate. The new academic structure will not be in place at the time of the next election, so we have some time to consider our overall options; however, some decisions will need to be made for the next ballot in April 2023.

Current AS Senate bylaws for Membership:

ARTICLE II MEMBERSHIP

Section 1 Structure

A. The Senate consists of the nine-member Academic Staff Committee; 26 additional senators elected by and representing their respective schools/colleges/divisions at the time of their election to the committee, or elected as senators-at-large as specified below in Article II, Section 2, Paragraphs A and B; and such additional membership as may be provided in Paragraph C of this section.

(AS Doc 71, 2/2012 revised)

B. Anyone with an academic staff appointment, regardless of percentage of time, may stand for election to the Senate. Eligibility for Senate membership expressly excludes individuals with limited appointments whose back-up appointments are not in the academic staff. Such individuals are not permitted to stand for election or to vote for senators.

C. The Senate must have at least two senators from each of the following appointment categories: indefinite, probationary, and fixed-term. There must be at least four senators each from the teaching and non-teaching categories. Should the election result in the Senate having fewer than the appropriate number of senators from any of these categories, the academic staff members from the underrepresented categories with the greatest number of votes at-large are elected for one-year terms as additional members as authorized by Paragraph A of this section. If there are no available candidates from the at-large pool, the additional senators are appointed by the Academic Staff Committee.

Section 2 Nomination/Election Procedures

A. Each school/college/division with at least 5.0 FTE academic staff members nominates its own slate of candidates and elects from it one senator. Schools/colleges/divisions with fewer than 5.0 FTE academic staff members combine to nominate a slate of candidates and elect from it one senator.

B. The Office of the Secretary of the University conducts the election of school/college/division senators. The Nominations Committee prepares the slate of nominees for these positions based on preference sheets. Additional nominations are solicited by the Nominations Committee. The election is completed before the date of the academic staff spring general meeting. If no nominations are submitted to the Nominations Committee for a school/college/ division prior to the Committee's deadline, that unit is unrepresented for the year. Such seats are not filled by senators-at-large.

C. Academic Staff Committee members and at-large senators are nominated and elected in accordance with standard Academic Staff Operating Rules.

Immediate Action Needed

Looking at the 26 non-ASC seats on the Senate, even without the changes to UWM’s academic organization, there are flaws in our current language and processes:

* In AS Senate bylaws Section 2.B., the referent for “these” is unclear. “The Nominations Committee prepares the slate of nominees for these positions based on preference sheets. Additional nominations are solicited by the Nominations Committee.” The SecU has verified that “these” means the at-large seats. The ASC will send that language change to the Codification Committee.
* The Divisional structure has changed. This does not require a change in the bylaws, but will affect preference sheets:
  + GEA is no longer a division. Most of its constituent staff are represented in the newest divisional structure, with the exception of some academic staff in areas that report to the Chancellor, so some staff who are not within a S/C are not covered under a division either.
  + UITS currently has its own representative, but is now part of the Division of Administrative Affairs.
  + The Libraries currently have their own representative, but are now part of the Division of Academic Affairs.
  + Enrollment Management currently has its own representative, but is now part of the Division of Academic Affairs.

If you currently have a Senate seat from one of the areas that has been folded into others, you will keep that seat until your term ends.

We need a decision on how to categorize the following vacancies for the upcoming election:

* Nursing (will be part of the new College of Health Professions and Sciences)
* Health Sciences (some departments will be part of the new College of Health Professions and Sciences, others are moving to the Zilber College of Public Health)
* Social Work (will be part of the new College of Community Engagement and Professions)
* GEA (The current representative is in the Office of the Secretary of the University, which is one of the areas not covered in the newest Divisional structure.)

**Action by the end of Spring 2023**

Decision on how to determine Senate representation going forward.

Some factors to consider…

**How the Faculty Senate is organized**

University Committee (7 members) plus 40 others. Members of the Faculty Senate are elected at large by the University Faculty. Representation is apportioned among the various faculty divisions of the University on the basis of the number of faculty members in each (Arts & Humanities, General Studies, Natural Sciences, Professions, Social Sciences). The University Committee makes an annual review of representation and provides for necessary adjustments in the next election.

**Is organization by s/c fundamental?**

It’s somewhat convenient because it’s already there. Are there issues that we would miss if we were not organized by s/c/d?

**General Recommendations for AS Senate:**

For all options, keep the requirement of a minimum of four senators each from the teaching and non-teaching categories.

For all options: keep the requirement of having at least two senators from each of the following appointment categories: indefinite, probationary, and fixed-term.

For all options: For purposes of the Senate elections, propose that Academic Staff in the Chancellor’s Office who are not represented in the new divisional structure be included in one of the other divisions that report to the Chancellor (University Advancement,

**Options:**

1. **Representation by school, college and division** (similar to what we have now). Each school and division, plus the Lubar College of Business, College of Engineering and Applied Science, the College of General Studies, the College of Letters & Science, and the Zilber College of Public Health would have one Senate seat. See chart on p. 5 for distribution of seats.

Process: The Nominations Committee sends request to solicit nominees to deans and division heads of units with vacancies. Names are forwarded to SecU and Nominations Committee. If only one name is forwarded from a representational unit, that person gains the seat.  If more than one, the Office of the Secretary of the University conducts the election of school/college/division senators. At large nominees are selected by the Nominations Committee from the preference form.

Issues to consider:

* This type of representation is disproportionate – e.g., one for L&S, one for Biomedical Sciences; however, that’s true under our current structure, including the new divisions (e.g. DEI much smaller than Student Affairs). It is more likely to result in AS from smaller units being elected, but there has been difficulty in filling Senate seats from smaller S/Cs, too.
* This option requires naming specific colleges which in turn might require more frequent bylaw updates in the future or using (and defining) terms like stand-alone schools and colleges, and combined schools and colleges.

2. **Representation by (small “c”) college and division.** Each college and division would have one Senate seat.

Process: Same as option 1. See chart on p. 6 for distribution of seats.

Issues to consider:

* This type of representation is disproportionate, but less so than option 1– e.g., one for L&S, one for Freshwater Sciences, but probably is more likely to result in AS from smaller units being elected. Disproportionality exists under our current structure, too, including the new divisions (e.g. DEI much smaller than Student Affairs). There has been difficulty in filling Senate seats from smaller S/Cs.
* This option requires adding a definition for small “c” college to ASPPP Chapter 101 (similar to what the Faculty Senate did) or saying each college, plus the School of Continuing Education, the School of Freshwater Sciences, and the combined staff of the Graduate School and the Office of Research each have one seat. If we choose the college definition option, this is our proposed language “A college is defined as a unit with a dean as its chief executive officer.”

3. **All seats are elected at-large with maximum of X** (say, 3) **from any one college or division**

Process: request for self-nominations/statement of interest sent to all eligible AS. One general ballot. Not sure if any pre-screening by SecU and Nominations Committee would be required to ensure that the general representational rules (at least 4 instructional and 4 non-instructional, at least two each from probationary, indefinite, and fixed term) would be fulfilled.

Issues to consider:

* This option also would require adding a definition for small “c” college to ASPPP Chapter 101.
* Would this become more of a popularity contest? Those coming from smaller units might not be well-known to the general electorate and therefore, less likely to be elected.

4. **Proportional representation by FTE within college and division,** say 1 Senate seat for every 50 FTE in a college or division, **using count taken as of the first payroll in October**.

Issues to consider:

* This option also would require adding a definition for small “c” college to ASPPP Chapter 101.
* Would this result in more vacant seats due to lack of participation? E.g., your college has 3 seats by headcount, but only 1 person is interested in running. Could still use at-large under this option, though.

5. **Organizing by the campus financial structure**

Chancellor’s units

Finance/Administrative Affairs

Student Affairs

Enrollment Management

Provost’s units

Schools/Colleges

**Number of Senate seats under Option 1 (assuming total remains at 35)**

9 ASC, 22 S/C/D, 4 at-large

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| **Stand Alone Schools and Colleges**  **\*= has departments** | **Combined Schools/Colleges**  **\*= has departments** | **Divisions** |
| Lubar College of Business (1) | College of Arts and Architecture  School of Architecture and Urban Planning\* (1)  Peck School of the Arts\* (1) | Academic Affairs (1)  Registrar, Trio Programs, Undergraduate Admissions, Financial Aid, Career Development, Student Success Center, Scholarships Administration, Electa Quinney Institute, Graduate School and Office of Research, Libraries |
| College of Engineering and Applied Science\* (1) | College of Community Engagement and Professions  School of Education\* (1)  School of Information Studies (1)  Helen Bader School of Social Welfare\* (1) | Diversity, Equity & Inclusion (1)  DEI, Multicultural Student Centers |
| College of General Studies\* (1) | College of Health Professions and Sciences  School of Biomedical Sciences (includes HCA) (1)  School of Nursing (1)  School of Rehabilitation Sciences (1) | Finance & Administrative Affairs (1)  BFS, HR, IT, Facilities, Transportation, Police, Legal Affairs |
| College of Letters and Science\* (1) |  | Marketing & Communications (1)  News and Publications, Creative Services, Print and Copy Services |
| Zilber College of Public Health (1)  (Health Informatics and Kinesiology moving here) |  | Student Affairs (1)  Housing, Dining, Panther Shop, Athletics, Children’s Center, Student Union, Student Health, Student Activities, Office of Student Life, University Recreation |
| School of Continuing Education (1) |  | University Advancement (1) |
| School of Freshwater Sciences (1) |  |  |
| Graduate School/Office of Research (1) |  |  |

**Number of Senate seats under Option 2 (assuming total remains at 35)**

9 ASC, 17 c/d, 9 at-large

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| **Colleges (units led by a dean)**  **\*= has departments** | **Divisions (see chart on p. 5 for constituent units)** |
| College of Arts and Architecture (1)  School of Architecture and Urban Planning\*  Peck School of the Arts\* | Academic Affairs (1) |
| Lubar College of Business (1) | Diversity, Equity & Inclusion (1) |
| College of Community Engagement and Professions (1)  School of Education\*  School of Information Studies  Helen Bader School of Social Welfare\* | Finance & Administrative Affairs (1) |
| College of Engineering and Applied Science\* (1) | Marketing & Communications (1) |
| College of General Studies\* (1) | Student Affairs (1) |
| College of Health Professions and Sciences (1)  School of Biomedical Sciences (includes HCA)  School of Nursing  School of Rehabilitation Sciences | University Advancement (1) |
| College of Letters & Science (1) |  |
| Zilber College of Public Health (1)  (Health Informatics and Kinesiology moving here) |  |
| School of Continuing Education (1) |  |
| School of Freshwater Sciences (1) |  |
| Graduate School/Office of Research (1) |  |
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