

Minutes

Meeting of the University of Wisconsin-Green Bay University Committee

October 9, 2013

Cofrin Library 750

3:00 - 5:00 pm

Attendance: Greg Davis, Mimi Kubsch, Steve Meyer (recording), Cristina Ortiz, and Bryan Vescio (Chairperson)

Excused: Ryan Martin

Guests: Heba Mohammad, Paul Ganyard, Eric Hansen, and Dan Schrickel

Meeting called to order at 3:00 pm

- I. Due to the absence of Ryan Martin the approval of the minutes from the September 25, 2013 UC Meeting were postponed until the October 16 UC meeting
- II. Announcements from Chairperson Vescio
 - a. Issues with the Compensation Study (CWC)
 - i. A memo has been drafted to Chancellor Harden requesting the data used by the consulting firm to make decisions regarding compensation.
 - ii. Discussion amongst the UC continued regarding concerns about how the step salary element was calculated.
 - b. New Catalog/Curriculum Software
 - i. UC chair Vescio met with Associate Provost Kersten regarding the Courseleaf software.
 - ii. Courseleaf is software for interfacing curriculum changes with the online course catalog and SIS; it basically creates a dynamic catalog.
 - iii. The Courseleaf Implementation Committee requested two faculty, one from each college, to “test drive” the software. Names of faculty were suggested for Chair Vescio to approach with this request.
- III. Meeting with the Library and Instructional Technology Committee
 - a. Discussion of the proposed change in the charge of the committee. The UC invited representatives from the LITC (Paula Ganyard, Eric Hansen, and Dan Schrickel) to discuss the impetus for the change in the committee’s charge before bringing it before the Faculty Senate. Discussion started over whether two students (one graduate and one undergraduate) were really needed on the committee. The discussion led to conversations over whether the committee should actually be split into two separate committees: a Library Committee and an Instructional Technology Committee

(apparently as it had been in the 1990's). It was decided that the LITC would meet to discuss these issues and then be invited back to the November 6 UC meeting.

IV. Meeting with Provost Wallace

- a. Provost Wallace was unavailable. Associate Provost Kersten met with the UC instead.
- b. Associate Provost Kersten informed the UC about discussions taking place regarding International Students and TOEFL scores. TOEFL scores are an indicator of international student readiness for coursework on U.S. campuses. Concern was expressed because it was observed that TOEFL preparation "taught to" the TOEFL exam and students were not necessarily prepared for their intro courses. Dr. Kersten informed the UC of a new three-category admission requirement grid: full admission, no issues regarding their TOEFL score; a new "provisional" admission, in which the student would attend the UWGB ESL Summer Institute with Eric Shockley and work with tutor Mark Fischer; and the continued use of the "conditional" admission, in which students would first complete emersion classes at St. Norbert College, FVTC, or WESLI (in Madison). Associate Provost Kersten will be put on the October 23 Faculty Senate agenda to further discuss this issue.

V. Administrative Review

- a. Discussion of the review of UWGB administrators began last academic year.
- b. The UC initiated conversation on creating code to set up a policy for administrator reviews and determine the periodicity of the reviews.
- c. Reviews would be designed to provide administrators feedback on their strengths and weaknesses as perceived by faculty and staff.
- d. The UC would like to get the review process started this Fall semester, if possible.

VI. The meeting was adjourned at 5:08 pm.

Respectfully submitted,

Steve Meyer