

MINUTES
UW Green Bay University Committee

Present:

Dean VonDras (Chair)

Steven Meyer

Illene Noppe

Laura Riddle

Kevin Roeder

Absent: Terence O'Grady

5 March 2008

3:15 pm, CL 825

Previous Meeting:

27 February 2008

Guest: Provost Sue K. Hammersmith

1) The minutes of 27 February 2008 were approved.

2) Information Exchange with Provost Hammersmith

- a) The UC requested more information on the University's response to the HLC report.
- b) The UC requested that the Provost request automatic academic reports each semester from the Registrar (see item 3d below).
- c) The Senate Planning and Budget Committee has requested progress in the creation of a Planning and Budget web page (see 3a below). The UC asked that the Provost consider how the Faculty Senate Planning and Budget Committee might be most effectively integrated into the University planning and budget processes.
- d) A question has been raised about the potential of emeriti faculty serving on program Executive Committees on a conditional basis. The Provost will look into this matter.

3) Continuing Business

a) The Faculty Senate Planning and Budget Committee is in need of a more specific charge in regards to their work on information gathering what would be of use in directly contributing to the University planning and budget processes. A positive first step would be the creation of a web page designed to make current information more widely available. A request for the creation of this web page will be communicated to the Provost.

b) Program Review Reform. The UC has drafted a list of talking points to promote discussion of Program Review content, intended audience, realistic outcomes of the review process, benefits and periodicity. It was suggested that the Program Review narrative should be result of collaborative discussion of program goals by the program's faculty members and should be limited to a specific number of pages. It was also suggested that sections 4 and 5 of the current form, addressing requests for additional resources, be removed as this section is not actually used in planning and budget allocation. Annual and current requests for resources are submitted directly to the appropriate Dean. The UC will forward discussion points to the Academic Affairs Council for consideration.

c) The UC welcomed Debbie Furlong of Institutional Research for discussion and clarification of statistical processes and selected variables used to determine “market value” and “projected salary” for faculty. UC members expressed great concern that progressively higher “years of service” is statistically a negative variable.

d) Information of student academic standing by the office of the Registrar is currently available by request. The UC believes that this information is crucial in academic advising and the identification of at risk students. In the past, the Registrar’s office automatically generated reports on majors in each program to be sent to the program’s academic Chair. The UC request to resume the practice of regular reports from the Registrar each semester has been forwarded to the Provost.

e) The UC welcomed the members of the Administrator Evaluation Committee to discuss the details of their charge to implement an evaluation in the 2008-09 academic year. Discussion included the specific administrators to be reviewed, informational requests from the administrators, and the committee’s prerogative to tailor the current evaluation form for specific administrator positions. It was clarified that past administrator evaluations would not be available to them and that review results would be considered confidential materials to be treated as personnel documents. The members of the committee suggested changes to the proposed timeline and will send a revised timeline to the UC for approval. The committee also suggested that administrators be given the opportunity to request the addition of evaluation questions to address specific issues or areas not covered in the evaluation form.

4) New Business

a) Recommendations for changes to the Chapters UWS 17 and 18 have been received by the UC. As the meeting time was quickly reaching an end, the Chair requested that UC members send comments via email post haste

b) The agenda was set for the March 12 meeting of the Faculty Senate.

5) The meeting adjourned at 5:50 p.m.

The next UC meeting will be March 26, 2008, at 3:15 p.m., in CL 825

Respectfully Submitted,

Laura Riddle, secretary pro tempore