

**MINUTES**  
**NOVEMBER 12, 1996 FACULTY SENATE MEETING**

1. Call to Order.

Frank Hanson, Chair of the Faculty Senate, called the November meeting of the 1996-97 Faculty Senate to order on Tuesday, November 12, 1996 in Room 219 North of the University Center at 2:20 p.m.

2. Roll Call.

The following members were present: Arntson, Blumberg, Cartwright, Clayton, Clements, de Onis, Downing, Eamon, Fraedrich, Freiberg, Ghosh, Goroff, Hanson, Huang, Hurstad, Jentoft, Karges, Klug, Kozlowicz, Molloy, Ossers, Parks, Payson, Reid, Savage, Schauer, Snow, Sorensen, Tetley, Thatcher, Webb, Weston and Witherill.

The following members were absent: Bren\*, Epps\*, Jones\*, Karges, Nelson\*, Parks and Topp\*. (\* informed secretary.)

3. Approval of Minutes.

The minutes of the October, 1996 Senate meeting were unanimously approved without correction.

4. Announcements.

Senate Chair Hanson reported on the November meeting of the Regents. The Regents heard reports concerning high school students receiving college credit, either through taking courses or through Advanced Placement and the new statewide information system available on the Web. The Regents reduced the amount requested for the unclassified salary package for the next biennium from Katharine Lyall's proposal of 5.1% each year to 4.0% each year. Faculty members are encouraged to write to the Regents.

At the Faculty Representatives meeting, it was announced that a Visitors' Guide to the UW System is now available over Internet at <http://www.uwsa.edu>. This site includes the text of the 1996 policies of the Board of Regents. Faculty members are encouraged to look at it.

Information concerning a Regents committee to investigate excess credits to degree was presented. Three strategies are being considered: 1) financial incentives to the individual campuses, 2) a per credit fee structure, and 3) an incremental structure for overages. Jerry Witherill mentioned his concern about what would happen to transfer students, since often their earlier credits do not transfer fully.

John Tallman discussed the possibility of having the System form a semi-private, nonprofit, quasi-public entity to assist faculty and individual campuses with distance education and technology projects and products. He also discussed the situation with regard to teacher evaluation and having records open to the public.

Cabinet discussed the incident following the Packer game. A number of student groups have strongly condemned it. The NCA evaluation is completed, and Whitewater is not scheduled to go through the process again until 2005/06.

The 1997 spring commencement will be outdoors and weather-dependent as in the past. What will happen in future has not yet been determined.

The Faculty Senate problems/challenges survey was the next item covered. Evelyn Payson described the results of her collation of the responses. A copy was included with the Senate packet.

5. Reports.

Dean Davis reported on the Curriculum Committee meeting of October 25. The policy of not allowing a course to offer more than one credit per week was discussed. The reports were unanimously approved on a Witherill/Jentoft motion.

Frank Hanson reported on the work of the Faculty Salary Committee. Their recommendations will be presented at the December Senate meeting. Four components will be included: 1) recognizing solid performers on a salary basis, including the recognized shortfall of the past years, 2) recognizing merit, including both recent merit and long-term meritorious service, 3) continuing to recognize promotions, and 4) including a process for market adjustments. The exact parameters have not yet been finalized. Discussion followed Hanson's report.

Richard Schauer presented the final Promotions Policy, as revised by the Faculty Rules Committee, and moved its acceptance. Goroff seconded. Eamon/Snow moved that "Departments" in IV.A.1 be changed to "Tenured faculty of departments" to make it consistent with IV.C.1. After discussion the motion passed on a show of hands vote. Discussion then continued, dealing with the relation of the promotions policy to tenure and promotion to assistant professor and with promotion of tenured assistant professors. Goroff/Jentoft moved the question. The motion to accept the revised policy passed on a voice vote. (FS 967-3)

Frank Hanson described the Whitewater Student Government Core Course Report. Copies were distributed to all Senators as part of their packets. The preparers had invited faculty to attend their presentation of the report and had been disappointed by the low attendance. Their conclusions merited serious study by faculty and administration. Discussion followed. The report is based upon observations made during the first two semesters when the core courses were offered. Since then the courses have constantly been being revised. An updated survey would be a useful means of assessing the improvement in the courses.

## 6. Resolutions.

Schauer/Eamon moved that first year faculty reappointment reviews not be conducted until after the end of the first semester. After discussion and a friendly amendment to delete "1996" at the end of the resolution, the motion passed unanimously. (FS 967-4) UW-Whitewater Faculty Personnel Rules require that:

1. All first year faculty be evaluated for teaching effectiveness, and
2. Student evaluation scores must be part of the evaluation of teaching, and
3. Any faculty member under consideration for reappointment is entitled to know all of the data used in the review.

The additional requirement that students be allowed anonymity during the student evaluation process implies that student evaluations are not given until semester's end and that these data are not available to faculty members until sometime during the second semester. Consequently, it is not possible to conduct a first year reappointment review during the Fall semester without violating the UW-Whitewater Faculty Personnel Rules.

Resolved that no first year reappointment reviews shall be conducted by departments prior to the end of the Fall semester.

Webb/Downing proposed a motion to grant relief to students with more than three final exams in one day. Reid/Schauer moved to change "three" to "two" and make any other necessary changes in the motion. The motion to amend passed on a voice vote. The main motion, which reads as follows, then passed unanimously. (FS 967-5)

Students who have more than two final exams scheduled on one day during final exam week should follow these procedures to reschedule one of the exams:

1. Notify all involved instructors, in writing, of the problem by the end of the week following the deadline to drop a semester course. This written notification must include the names of all instructors involved, the dates and times of all relevant exams, and a request to reschedule one of the examinations. Requests made after the date specified will not be considered.

2. Arrange an acceptable alternative examination time with one of the involved instructors. When a request is made for an alternate examination time, the instructor may choose any date and time during exam week, including the day before grades are due, provided that the student does not already have an exam scheduled at that time, or two examinations already scheduled on that date.

3. In cases where rescheduling is a problem, the instructor of the first examination of the day will arrange an alternate exam time for the student unless circumstances make it impossible to do so. In such a case, the instructor of the first scheduled exam will contact the other instructors and assist the student in exam rescheduling.

#### Faculty Responsibilities:

\* Provide notice to students in course syllabus of final exams which will be given prior to examination week.

\* Inform both the student and other involved instructors of the date and time of a rescheduled exam by the end of the thirteenth week of classes.

\* If it is impossible for the instructor of the first examination of the day in question to schedule an alternate exam time, the instructor will assist the student in rescheduling an exam through consultation with the other instructors involved.

Reid/Jentoft then proposed a motion to make it clear that completing Winterim or Summer Session courses completed within thirty days of the end of the preceding term will make one eligible for graduation at the end of that preceding term. After discussion the motion passed unanimously. (FS 967-6)

Students may graduate on the official date of graduation for a preceding term if they successfully complete all course and degree requirements within 30 days of the official end of that term. This policy allows for students to use courses completed in Winterim or the first term of the Summer Session when these terms are completed within 30 days of the end of the Fall or Spring semesters, respectively. It is understood that there cannot be an extension beyond the 30-day limit from the previous term for incomplete or progress grades received in Winterim or the first term of Summer Session.

#### 7. Elections.

Five people were nominated to serve on the Student Non-Academic Misconduct Hearing Committee. Chancellor Greenhill indicated that he would be happy to have a pool of five, rather than four, faculty members, so all five were elected. They are Stuart Glosser, Zohreh Ghavamshahidi, Christian Ellenwood, David Munro, and Don Sorensen.

#### 8. Adjournment.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Evelyn Payson  
Secretary, Faculty Senate