

UW-GREEN BAY FACULTY SENATE DOCUMENTS – 2002-03

<u>Number</u>	<u>Name</u>	<u>Date Approved</u>
#02-01	Code change for Lecturers with Faculty Status, to be effective Academic Year 2003-04 [never implemented - See 2003-04, #03-8]	09/18/02
#02-02	Recommendation on the Granting of Fall Degrees (Document #89-6 used each year)	11/20/02
#02-03	General Education Reform	11/20/02
#02-04	Code Revisions to UWGB 6.01 Complaints [Approved as Amended]	12/11/02
#02-05	Committee on Academic Actions [change term to 2 years]	12/11/02
#02-06	Nominees for 2003-04 Faculty Elective Committees	02/19/03
#02-07	Strategic Budgeting and Budget-Building Committee proposal as a pilot through 2003-04	03/12/03
#02-08	Recommendation on the Granting of Spring 2003 Degrees (Document #89-6 used each year)	04/16/03
#02-09	Faculty Executive Committee for the Interdisciplinary Studies Major	05/14/03
#02-10	2003-04 Pay Plan Resolution	05/14/03
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	Faculty Resolution Honoring Professor Jerrold Rodesch, Secretary of the Faculty and Academic Staff, 1998-2003	05/14/03
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Faculty Senate Document #02-01, Approved 9/18/02

Code Change for Lecturers With Faculty Status

*Following are the relevant sections of UW-Green Bay codification with strike-through passages proposed to be deleted and bold-faced passages to be added to current code. Following the sections from UW-Green Bay's code are relevant sections taken from UW-System's guidelines for unclassified personnel, which form a context for the proposed changes. **These code changes will go into effect for the beginning of the 2003-2004 academic year. The changes are not retroactive.***

50.01 University of Wisconsin-Green Bay Faculty Defined. The University of Wisconsin-Green Bay Faculty (hereafter in this chapter called Faculty) consists of professors, associate professors, assistant professors, instructors, and such other persons as may be designated as having University faculty status. ~~Faculty status for academic staff members with training, experience and responsibilities~~

~~comparable to those in the professorial ranks may be granted by the Provost/Vice Chancellor for Academic Affairs, on recommendation of the interdisciplinary unit executive committee, and with the approval of the University Committee, for a definite term and may be renewed.~~

50.02 Voting Members of the Faculty. All members of the University of Wisconsin-Green Bay Faculty holding the rank of professor, associate professor, assistant professor, or instructor and academic staff with faculty status are voting members of the Faculty.

51.01 Titles

A. Faculty appointments carry the following titles: professor, associate professor, assistant professor and instructor.

B. Temporary teaching appointments carry the following titles:

associate lecturer, lecturer, **senior lecturer**, laboratory teaching specialist, teaching specialist, athletic specialist, community lecturer, teaching assistant and **any title with the prefix** ~~those that carry~~ visiting, adjunct, ~~or and~~ clinical ~~titles~~.

51.10 Temporary Teaching Appointments or Special Non-Tenure Track Appointments

A. Lecturers and Laboratory Teaching Specialists. **Associate lecturer**, lecturer, **senior lecturer**, and laboratory teaching specialist are titles for persons who possess qualifications appropriate for carrying out independent instructional responsibilities in the academic program of UWGB but for whom a tenured or probationary appointment is inappropriate. The individual may hold a full or part-time appointment on an annual, academic, or shorter-term basis, or, in special circumstances, two or three years. These titles carry no tenure or probationary implications. Lecturers and laboratory teaching specialists are appointed by the appropriate Dean(s) on the affirmative recommendation of the appropriate interdisciplinary unit executive committee.

Note: The following paragraph from the Academic Staff Governance

Handbook 2.02(2)(b) applies to Lecturers:

Appointment as a lecturer on a one-half (50%) time or greater basis. Lecturers will receive a one-year appointment through the fourth year of employment. Beginning no later than the fifth year of consecutive appointment, they will receive a two-year appointment; beginning no later than the eleventh year of consecutive employment, they will receive a three-year appointment. All appointments will be fixed-term appointments and will be subject to all provisions (including notification periods) governing fixed-term appointments. This provision for multiple-year appointments will hold only for persons on 102 or predictable funding.

Note: the following notice periods apply to lecturers:

1 year appointment (1st & 2nd years) 3 months notice

1 year appointment (3rd & 4th years) 6 months notice

2 year appointment (5th through 10th years) 1 year notice

3 year appointment (begins 11th year) 1 year notice

All notice deadlines are prior to the ending date of the appointment. If an employee is notified earlier than the notice date, he or she still remains employed until the end of the appointment.

51.12 Faculty Status. **Within the guidelines from UW-System, the hiring interdisciplinary unit executive committee sets the distinctions among the ranks of lecturers and specifies responsibilities at the time of (re)appointment. The distinctions will include that: associate lecturers do not have faculty status; the ranks of lecturer (no-prefix) and senior lecturer require teaching appointments of at least half time and do have faculty status. Faculty status for teaching academic staff is thus a condition of an appointment to the rank of lecturer (no-prefix) or senior lecturer. Faculty status is conferred for the duration of the lecturer's appointment. Lecturers of any rank are appointed by the appropriate Dean(s) on the affirmative recommendation of the appropriate interdisciplinary unit executive committee (see 51.10 A).**

~~Members of the academic staff teaching fifty percent or more (14 or more credits per year or its equivalent) will normally be granted "Faculty Status" by the Provost/Vice Chancellor, usually during the first year of an appointment. The designation is initiated as a recommendation from the appropriate interdisciplinary unit executive committee to the appropriate Dean(s), who recommends to the~~

~~Provost/Vice Chancellor, who then must seek the approval of the University Committee. Faculty status is conferred for the duration of the lecturer's appointment. Faculty Status will continue with any renewal of the initial appointment, so long as the conditions of appointment remain the same. However, both the reappointment recommendation to the appropriate Dean(s) and the Dean's reappointment letter will stipulate any continuation of Faculty Status. Any substantive change in the conditions of the lecturer's reappointment will require a full process reconsideration of Faculty Status.~~ Members of the academic staff who have been given faculty status have employment rights under the rules and policies concerning academic staff. In addition, they shall be counted in Faculty voting districts, and have the right to vote for and serve on faculty committees, including the Faculty Senate, when not excluded by the non-tenured nature of their appointments.

UW-System Unclassified Personnel Guidelines

Title Definitions:

Lecturer

Provides formal classroom or laboratory instruction in an academic discipline, either independently or under the general supervision of a faculty member. Effective delivery of instructional material, testing and grading are the primary duties of a lecturer. However, the degree of involvement in course and curriculum development, course scheduling, advising and subject matter expertise differs significantly depending on the prefix.

Associate Lecturer: An Associate Lecturer is one who independently teaches a course(s) subject to broad guidelines describing the scope of the subject matter to be taught and the topics to be covered. Effective classroom delivery, testing and grading are the primary duties expected of lecturers at this level.

Lecturer (No prefix): A Lecturer at this level has the experience and academic qualifications needed to develop and teach a course(s) subject to broad guidelines describing the scope of the subject matter to be covered. However, the specific topics to be covered and the degree of topic emphasis is left to the independent judgment of the Lecturer. At this level, a lecturer may be involved in various instructional related activities. These may include undergraduate advising, assisting in developing lab safety protocols, course scheduling, curriculum development, participating in departmental outreach programs or their instructional activities.

Senior Lecturer: A Senior Lecturer has extensive teaching experience and subject matter expertise in an academic discipline. A lecturer at this level has gained a reputation among his or her peers for demonstrably sustained superior contributions to teaching within a department or division. At this level, the independent selection, organization and development of course contents and instructional materials approaches used are expected. Involvement with committees engaged in supporting this development is typical. However, the direct delivery of instruction is the primary responsibility of this title.

Faculty Senate Document #02-03, Approved 11/20/02

GENERAL EDUCATION REFORM

Resolution Adopted

Whereas the University of Wisconsin-Green Bay is committed to a distinctive academic plan characterized by strong interdisciplinary, problem-focused liberal education,

Be it resolved that providing students with an interdisciplinary approach to problem solving be the top priority of the general education program.

Faculty Senate Document #02-04, Approved as Amended 12/11/02

CODE REVISIONS TO UWGB 6.01 COMPLAINTS

UWGB 6.01 Complaints

Complaints are allegations by the administration, students, faculty members, academic staff members, classified staff members, or members of the public concerning conduct by a faculty member which violates university rules or which adversely affects the faculty member's performance of his/her obligation to the university, but which are not serious enough to warrant dismissal under UWGB Chapter 4.

1. Complaints shall be in writing to the Chancellor or to his/her office, describing specifically the alleged misconduct. **The misconduct must be clearly delineated in the complaint.**
2. The Chancellor shall notify the faculty member who is the subject of the complaint in writing of the specific allegations, the identity of the person or party who made the complaint, and his/her disposition of the complaint.
3. **The faculty member who is the subject of the complaint will have the opportunity to respond to the Chancellor about the complaint in writing.**
4. The Chancellor may recommend an informal discussion and settlement of the complaint before reviewing and taking action. The informal discussion and settlement route shall follow the upward levels of supervision and employment: department or administrative unit, dean. If the complaint is not settled by this route, it shall be returned to the Chancellor.
5. If the Chancellor deems the complaint substantial, he/she may refer the complaint to the Committee on Rights and Responsibilities for a hearing.
6. The Committee on Rights and Responsibilities is authorized and shall hold a hearing on a complaint at the request of the Chancellor, or at the request of the faculty member concerned if the Chancellor invokes a disciplinary action without requesting a hearing. This request must be made in writing, addressed to the chair of the hearing body within 20 days after receipt of notice of the Chancellor's disciplinary action.
7. The hearing shall be conducted by the Committee on Rights and Responsibilities within 20 days following receipt of the request, except this time limit may be extended by mutual written consent of the parties, or by order of the hearing body. **No member of the hearing body who participated in the allegations contained in the complaint or who is a potential witness for or against the faculty member who is the subject of the complaint shall serve on the Committee.**

The hearing body may, on motion of either party, disqualify any one of its members for cause by a majority vote. If one or more members disqualify themselves or are disqualified, the University Committee will select a number of other faculty members equal to the number who have been disqualified to serve on the hearing body for the purpose of that case only.

- a. The Committee on Rights and Responsibilities shall receive a copy of the specific allegation, the identity of the person or party who made the complaint, the Chancellor's disposition of the complaint, and any other documentation [~~relative to the case...~~ **amended to read**] relevant to the complaint.
- b. The faculty member will be given notice of the hearing at least 10 days prior to the hearing.
- c. All faculty members have the right to due process and the rights and privileges of academic freedom. This policy shall be observed in determining if the complaint is substantial and provides sufficient grounds for disciplinary action.
- d. The burden of proof of the existence of misconduct shall be on the person or party making the complaint.
- e. The hearing body may call witnesses and shall have access to documentary evidence upon which the complaint is based.
- f. The faculty member may be assisted or represented by a person of his/her choice, at his/her expense. The faculty member has the right to testify on his/her own behalf and may present witnesses but there shall be no direct or cross-examination of the witnesses. Members of the Committee on Rights and Responsibilities may question any witnesses concerning matters relevant to the inquiry.

After the hearing, the Committee on Rights and Responsibilities shall recommend to the Chancellor: dismissal of the complaint, or invocation of specific disciplinary actions, or modification of the disciplinary action imposed by the Chancellor.

The decision of the Chancellor on the recommendation of the Committee on Rights and Responsibilities, or on the grievance in the absence of a recommendation from the Committee on Rights and Responsibilities, shall be final, except that upon appeal by the faculty member, the Board of Regents, at its option, may grant a review of the case.

The faculty member shall not again be investigated or penalized for the same alleged misconduct after a final decision on a previous complaint.

Faculty Senate Document #02-05, Moved to Action Item and Approved 12/11/02

Committee on Academic Actions

1. The Committee on Academic Actions is composed of four appointed faculty members, with no more than two from a domain voting district, and three students. The Registrar and Director of Advising are ex officio non-voting members. The students sit with faculty on the committee except where a student involved requests exclusion of student membership.

2. Faculty appointment to the committee shall be for a term of two years, with the terms of members staggered so as to ensure continuity of membership. A member shall be eligible for reappointment for consecutive terms. Student representatives are appointed annually and, when possible, continuity is encouraged.

2-3. The Committee advises the Provost/Vice Chancellor for Academic Affairs and coordinates with the Registrar on registration policies, on drop-add policies, on the grading system, and on the academic standing of students including the identification, review, and resolution of transfer issues and problems.

3-4. The Committee represents the faculty in initiating recommendations or taking action on recommendations from outside of the committee concerning policy changes for matters listed in item 2 3 above. Such recommendations are submitted to the Faculty Senate via the University Committee Chairperson.

4-5. The Committee is responsible for preparing the academic calendar and represents the Faculty in the scheduling of academic events and activities, such as commencement and convocation.

Faculty Senate Document #02-09, Approved 5/14/03

FACULTY EXECUTIVE COMMITTEE FOR THE INTERDISCIPLINARY STUDIES MAJOR

WHEREAS, according to Chapter 36.09 (4) of the State of Wisconsin Statutes, the “faculty shall have the primary responsibility for academic and educational activities and faculty personnel matter;”

AND WHEREAS, the Interdisciplinary Studies Major has no direct faculty oversight of its curriculum and personnel;

THEREFORE, BE IT RESOLVED that the Faculty Senate of the University Wisconsin Green Bay endorses the formation of a Faculty Executive Committee for the Interdisciplinary Studies Major.

Faculty Senate Document #02-10, Approved 5/14/03

2003-05 PAY PLAN RESOLUTION

Resolution:

The University Committee, in accordance with the University of Wisconsin Board of Regents guidelines, recommends to the Faculty Senate that Unit Pay Plan dollars be distributed according to unit merit judgments based upon a policy defined by the Budgetary Unit's Executive Committee that is consistent with the required minimum of 1/3 of the dollars allocated for solid performance and the required minimum of 1/3 of the dollars allocated for merit-market considerations.

Faculty Senate Resolution Approved 5/14/03

RESOLUTION OF THE UW-GREEN BAY FACULTY SENATE HONORING
PROFESSOR JERROLD RODESCH
RETIRING SECRETARY OF THE FACULTY AND ACADEMIC STAFF

WHEREAS, our esteemed colleague has provided many years of invaluable service to the governance of our institution in many capacities, and

WHEREAS, Professor Rodesch has provided exemplary leadership in those capacities, culminating in his tenure as our most recent Secretary of the Faculty and Academic Staff; and

WHEREAS, Professor Rodesch has been a model of what all academics ought aspire to be: knowledgeable, thoughtful, sober, articulate, well-reasoned; and

WHEREAS, Professor Rodesch has been a most diligent interpreter and defender of the highest values of our academic institution; and

WHEREAS, Professor Rodesch has always conducted himself in a manner that is the very essence of collegiality; and

WHEREAS, we do not wish to leave anything out and must add, therefore, that we are sure that he is in every other respect a damn fine fellow –

NOW, THEREFORE, BE IT RESOLVED that the Faculty Senate of UW-Green Bay, meeting on this fourteenth day of May 2003, wishes to express to Professor JERROLD RODESCH its deepest appreciation and most heartfelt gratitude for his long and selfless service to our institution, and wishes him Godspeed and rich rewards in whatever endeavors he might pursue hereafter.

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