

AGENDA

UW-GREEN BAY FACULTY SENATE MEETING NO. 8

Wednesday, May 5, 2010

Alumni Room AB, 3:00 p.m.

Presiding Officer: Laura Riddle, Speaker

Parliamentarian: Clifford F. Abbott

1. CALL TO ORDER

2. APPROVAL OF MINUTES OF FACULTY SENATE MEETING NO. 7

April 14, 2010 [page 2]

3. CHANCELLOR'S REPORT

4. CONTINUING BUSINESS

a. Academic Forgiveness Policy [page 4]

5. NEW BUSINESS

a. Election of Senate Speaker for 2009-10

b. Change in Honor Requirement [page 6] presented by Brian Sutton

c. Requests for future business

6. PROVOST'S REPORT

7. OTHER REPORTS

a. Academic Affairs Council Report [page 7]

b. University Committee Report, presented by Brian Sutton

8. OPEN FORUM on partner policy

(Sample policies from UW-Madison and University of Northern Iowa attached on page 8-12)

9. ADJOURNMENT

[draft]

MINUTES 2009-2010
UW-GREEN BAY FACULTY SENATE MEETING NO. 7
Wednesday, April 14, 2010
Alumni Rooms AB, University Union

Presiding Officer: Laura Riddle, Speaker of the Senate

Parliamentarian: Clifford Abbott, Secretary of the Faculty and Academic Staff

PRESENT: Lucy Arendt (BUA), Scott Ashmann (EDU), Andrew Austin (SCD), Caroline Boswell (HUS), Peter Breznay (ICS), Kathleen Burns (HUD), Toni Damkoehler (AVD), David Dolan (NAS-UC), Michael Draney (NAS-UC), Thomas Harden (Chancellor, *ex officio*), Tim Kaufman (EDU-UC), James Loebel (BUA), Dennis Lorenz (HUD alternate), Christopher Martin (HUS), Michael McIntire (NAS), Randall Meder (AVD), Dan Meinhardt (HUB), Steve Meyer (NAS), Thomas Nesselin (URS), Illene Noppe (HUD-UC), Laura Riddle (AVD-UC), Jolanda Sallmann (SOCW), Brian Sutton (HUS-UC), Patricia Terry (NAS alternate), Julia Wallace (Provost, *ex officio*)

REPRESENTATIVES: Brent Blahnik (academic staff), Megan Loritz (student government)

NOT PRESENT: Kimberly Baker (HUB), Adam Gaines (AVD), Stefan Hall (HUS), Steve Kimball (EDU), Mimi Kubsch (NUR), John Stoll (PEA)

GUESTS: Dean Scott Furlong, Interim Dean Derryl Block, Associate Provost Steve VandenAvond, Associate Provost Tim Sewall

1. Call to Order. Speaker Riddle called the meeting to order at 3:04 p.m.

2. Approval of Minutes of UW-Green Bay Faculty Senate Meeting No. 6, March 10, 2010.

Speaker Riddle called for objections or corrections and, on hearing none, called the minutes approved.

3. Chancellor's Report. Chancellor Harden commented on the progress of the strategic planning sessions and several searches (Dean of Students, Head Basketball Coach, and Assistant Chancellor). When asked if unregistered individuals might attend the strategic planning sessions, the Chancellor said yes.

4. New Business.

a. Resolution on Granting of Degrees Speaker Riddle presented the resolution. **Senator Meinhardt (Senator Meyer second) moved acceptance and the motion carried (19-0-0).**

b. Resolution on Basketball Teams' Seasons UC Chair Sutton presented the resolution with elaborations on the success of both teams. **Senator Arendt (Senator Kaufman second) moved adoption and the motion passed (20-0-0).**

c. Academic Forgiveness Policy. Senator Sallmann, chair of the Academic Actions Committee, presented this proposal with a discussion of the rationale, the research, and the issues that led to

the proposed policy. Then **Senator Noppe (Senator Sallmann second) moved to adopt the policy.** The discussion generally accepted the need for some policy of academic forgiveness (amnesty and bankruptcy were other metaphors used in the discussion) but there were concerns over several details: the amount of time that needed to pass before an individual could invoke the policy (1, 3, or 5 years); the alignment of the policy with current policies for accepting transfer credits; making a distinction between credits used for a major or minor and those used for general education; and whether the decision to grant the forgiveness should be automatically done by policy or made by an individual or by a group. In anticipation of some of these concerns the University Committee had prepared and distributed a set of four possible amendments. **UC Chair Sutton (Senator Arendt second) moved amendment #1 aligning the forgiveness policy with current transfer policy and the amendment passed (19-2-0).** **Senator Sallmann then moved (Senator Draney second) amendment #3 on the decider and after some discussion about trust, gatekeeping, and playing psychologist, the amendment passed (19-0-0).** **UC Chair Sutton (Senator Damkoehler second) then moved amendment #2 changing the five years to three years and this amendment also passed (16-2-1).** Discussion now returned to the main motion, as amended. **Senator Meinhardt argued that consultation with constituencies was now needed and so moved (Senator Terry second) to table the main motion and the tabling passed (15-5-0).**

d. Requests for Future Senate Business. The Speaker called for items and received one on using clicker technology so that the Senate could use secret ballots for its voting. There was immediate reaction against this and a request that the Senate go in the opposite direction and record the votes of each senator. A former UC member recalled an earlier discussion of the matter that ended up not advocating any change. The Speaker thanked all for raising the issue and there were no additional items offered for future business.

5. Provost's Report. The Provost emerged from the fog and mentioned progress on current searches and planning for a presentation on our academic plan to the Board of Regents in June.

6. Other Reports.

a. Academic Affairs Council. This report was unavailable at the time.

b. Faculty Rep Report. Faculty Rep Sutton listed the concerns: funding for the growth agenda, collective bargaining, the proposed 4 year degree for the UW-Colleges, and the Competitive University Workforce Commission. On that last concern he distributed two handouts: one on faculty salaries that identified a salary gap for most categories of faculty; and another on benefits which positioned UW favorably on retirement and healthcare but unfavorably on tuition assistance.

c. University Committee. UC Chair Sutton listed the issues the UC has been dealing with: an administrative calendar concern that has been resolved; an Honors Program; a spousal hiring policy; reassignments for UC chair/Faculty Rep; and the merit process.

9. Adjournment. On a motion from Senator Meinhardt (Senator Arendt second) the meeting adjourned at 4:35 p.m.

Respectfully submitted,
Clifford Abbott, Secretary of the Faculty and Academic Staff

Academic Forgiveness Policy

Rationale: Currently, although the GPA for transfer students is calculated using only the credit hours earned while at UWGB, the GPA for re-entry students is calculated using all credit hours earned at UWGB, regardless of the length of absence before re-entry. For students returning after lengthy absences, who often return more mature and as stronger students, it can be difficult to overcome low pre-existing GPAs. Such students may find it more appealing to transfer to another school, where their GPAs will “start over” rather than re-enroll at UWGB. In these ways, returning students do not have much incentive to return to UWGB to complete their degrees. The adoption of an Academic Forgiveness policy would reward returning students for their hard work, allowing them to earn cumulative GPAs consistent with their current work and maturity levels, and provide incentive for such students to return to UWGB rather than transferring to another school to complete their degrees.

The Policy

as amended on 4/14/2010

With an absence from UW Green Bay for a minimum of three consecutive years prior to readmission, students may make an appeal to invoke the Academic Forgiveness Policy. Forgiveness means that grades earned five or more years earlier will not be used in the computation of the total GPA at UWGB, although such grades will continue to appear on the student’s official transcript. The appeal, which is made to the head of Academic Advising or to his or her designee, must be conducted during the first semester of readmission. The Advisor will assess the student’s record to determine the approach most educationally appropriate. The Advisor will determine whether academic forgiveness is a better approach than use of the repeat policy. Factors such as time elapsed, changes in courses, course availability, course requirements, and educational objectives will be used to determine the Advisor’s action.

The Advisor may require the student to complete certain specific conditions such as completion of a specified number of units or term(s) of enrollment in work academically acceptable to the Committee before authorizing the implementation of the policy.

If Academic Forgiveness is granted, all courses and grades taken five years before readmission will continue to appear on the student’s record. The Registrar will mark the permanent academic record with an “Academic Forgiveness” notation and begin the computation of a new grade point average for all subsequent course work. For the purposes of calculating GPA, if Forgiveness is granted, a student will be treated exactly as a transfer student. In other words, none of the previous record will be used in the new calculation. However, prior grades may be used to compute eligibility for admission to certain majors. Credit hours earned at UWGB prior to Forgiveness with a 1.0 (D) or better may be used to satisfy general education or elective requirements. They may also be used to satisfy major or minor requirements unless they fail to meet GPA requirements of the specific major or minor. (For example, if a major or minor requires at least a C in a prerequisite course, then a D in that course will not satisfy the prerequisite even after Forgiveness.)

Academic Forgiveness is an academic action only and does not resolve any financial aid academic progress problems. For example, it does not adjust the GPA and number of credits attempted and counted toward Satisfactory Academic Progress for financial aid.

Who is eligible?

Re-entry students seeking readmission to UWGB who have not earned a baccalaureate degree may be eligible for exclusion of grades, not credits or courses, earned five or more years prior to their current term of admission as a degree seeking student. Such students are eligible to apply for application of this policy no later than the end of their first semester at UWGB. This policy does not apply to graduate programs.

A student can apply for and receive Academic Forgiveness only once. If a student wishes to appeal the Advisor's decision, she or he may appeal to the Academic Actions Committee (AAC). Such appeals must be made, in writing to the Associate Director of Academic Advising, prior to last day for final examinations in the semester in which Forgiveness was denied. The appeal must provide reasons for the previous poor performance, information about current educational plans, including desired major, and justification for the appeal. The student will be provided the opportunity to meet face-to-face with the Academic Actions Committee if desired. The decision of the AAC is final. There is no additional appeal process.

Academic Forgiveness applies only to academic standing in the University, not to particular programs. Programs retain ultimate authority to determine admission to their majors and/or minors. Likewise, programs retain the right to limit the number of repeated courses.

Students granted Forgiveness must meet all program requirements for the catalog year in which they were re-admitted to the University. All other University policies (for example, UWGB's Course Repeat Policy) remain in effect and are not changed by the Academic Forgiveness policy. The official GPA calculated after the successful granting of an Academic Forgiveness application will be considered for eligibility for graduation honors. However, the new cumulative grade point average must be achieved on the basis of a minimum of 60 regularly graded (not P-NC or audit) credits taken in residence at UWGB after the granting of forgiveness.

The process

All students accepted for re-entry to UWGB after a 5 or more year absence will be informed that they have the option to apply for Academic Forgiveness during their first semester back at UWGB. To initiate the Forgiveness process, a student must meet with an Academic Advisor, who will review the student's transcripts and determine the approach that is most academically appropriate.

Faculty Senate Continuing Business 4(a)
May 5, 2010

Proposed Change in Honors Requirement

All-University Honors

Honors requirements for students who earn baccalaureate degrees are:

- Cum Laude designation requires a cumulative grade point average from 3.5 to 3.749;
- Magna Cum Laude designation requires a cumulative grade point average from 3.75 to 3.849;
- Summa Cum Laude designation requires a cumulative grade point average of 3.85 or higher; or a cumulative grade point average of 3.75 to 3.849 and eligibility for and successful completion of an honors in the major project.

The cumulative grade point average must be achieved on the basis of a minimum of ~~60~~ **48** regularly graded (not P-NC or audit) credits taken in residence at UW-Green Bay.

Honors Recognition at Commencement

Students will be recognized at the commencement ceremony and honors cords provided if these two requirements are met: (1) the student's cumulative grade point average meets the minimum requirements at the end of the semester preceding their final term; and (2) graded credits in residence, including credits in progress during her/his final term at UW-Green Bay, total a minimum of ~~60~~ **48**. Honors designations on transcripts will be based upon the student's complete academic record.

Students with a 3.75 to 3.849 gpa must successfully complete the honors in the major project by the end of the semester preceding the final term to have the summa cum laude designation announced.

Faculty Senate New Business 5(b)
May 5, 2010

Academic Affairs Council Report to Faculty Senate March and April 2010

AAC Members: Woo Jeon, Dennis Lorenz, Kaoime Malloy, Christine Style (chair), Tim Sewall (Administrative Liaison)

1. The AAC approved the following Curricular Forms in March and April 2010 unanimously:
 - a. Form C –BUA to modify existing minor requirements in Business Administration was approved unanimously. The new Upper Level requirement wording will be: 4 courses for a minimum of 12 credits
 - b. Form AA to modify existing major and minor in ICS. Removes COMM 326 Semantics from the minor list of electives and places COMM 322 into another list of electives. Reduces the total number of UL credits from 30 to 27 temporarily until INFO SCI 390 Technical Documentation and Writing can be added. Still above required minimum.
 - c. CMF to establish a new course from Human Development. Hum Dev 544 Dying, Death, and Loss to be cross-listed with Hum Dev 344 (at grad level).
 - d. CMF to establish a new course from PEA. PU EN AF 490 EMBI Co-Op/Experience. Required component of the Certificate in Environmental Sustainability and Business. Enrolled students will be placed by EMBI in business, nonprofit, or governmental setting that involves interdisciplinary problem solving within an environmental sustainability context.
 - e. Form AA to modify existing Associate of Arts and Sciences Degree from Scott Furlong. To remove the 1 credit lab requirement from the AAS degree requirements.
 - f. CMF to establish a new course from PEA. GEOF 110, Introduction to Human Geography.
2. The AAC did not approve the following Curricular Form in April 2010
 - a. CMF to establish a new course from Education. EDUC 301, Teaching Methods for Arts Integration. The AAC wrote the reason why the course failed the motion to approve in the Form Z AAC and requested Education to re-submit.
3. **Program Reviews:**
 - a. The AAC met with the Education Program chair, Tim Kaufman on March 10 regarding the Education Program review. The AAC written review memo will be sent out before the end of the spring 2010 semester.
 - b. The AAC met with Interdisciplinary chair Denise Scheberle along with Zach and Steve on March 10 regarding the Interdisciplinary Studies Program review. The AAC written review memo was sent out on April 12, 2010
 - c. The AAC met with Modern Languages chair, Nicole Meyer along with David Coury on April 14 regarding the Modern Languages Program Review. The AAC written review memo will be sent out before the end of the semester.
 - d. The AAC will meet with Music Program chair, Kevin Collins along with Cheryl Grosso in regard to the Music Program Review on May 5. Questions to them have been sent out and written responses were requested.
 - e. The AAC will meet with Political Science Program chair Michael Kraft regarding the Political Science Program Review on May 12. Questions to them have been sent out and written responses were requested and received.
 - f. No other Program reviews have been received and by the end of spring 2010 the AAC will have completed all the scheduled reviews for 09-10.



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Faculty Hiring, Mentoring and Tenure

Dual Career Couple Program

The contact person in the Provost's office for this hiring category is [Vice Provost Steve Stern](#) (2-5246). Department chairs should contact Steve if you have questions or wish to initiate a dual career/spousal hire. Department chairs should contact your dean or designated associate dean to obtain approval to make a request for Strategic Hiring funds. (See [Faculty Strategic Hiring Initiative memo](#), for details.)

Increasingly, university professionals are part of dual-career couples. Thus, decisions to accept a university position are often made based on the availability of employment for a spouse or partner. The university, recognizing this fact, makes these Dual Career Hire funds available for departments to help find employment for talented spouses/partners of candidates being hired for position vacancies.

Dual Career Couple Hire funding may be used to support a faculty, academic staff, or classified staff position for the spouse/partner of a new faculty member. The usual split is one-third Strategic Hire Fund, one-third the department doing the first faculty hire, and one-third the department hiring the spouse/partner. Strategic Hire Funding goes to the department hiring the spouse/partner for the percent of salary and number of years requested (ordinarily three), after which time the salary responsibility is fully that of the department that hired the spouse/partner.

A [checklist for the Dual Career Couple Program](#) provides detailed steps to follow to obtain these funds.

Further information regarding dual career couple hiring can be found in the [Search Handbook for Faculty, Academic Staff and Limited Appointments](#), within the chapter on "The Offer".

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Feedback, questions or accessibility issues: comments@uc.wisc.edu

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Proposed UNI Policy on Split Faculty Appointments
Originally drafted by Provost's committee on dual career couples
Approved by university Senate (2/13/06)
Edited by AAC (August 2007)

Dual Career Couple Committee Members: Mike Mixsell, Barbara Cutter, Robin Gurien, Leah Gutknecht and Donna Vinton

The University of Northern Iowa is committed to the fullest use of available professional expertise, including allowing the opportunity for faculty to request split appointments as long as the split appointments are consistent with professional policies and the appropriate needs of an academic unit and mutually agreeable to the partners, the home department, head and dean. The concept of split appointments between two faculty members with similar professional expertise has been widely adopted in colleges and universities across this country. Having two persons split a single faculty position will enhance the professional expertise available to students, will add curricular flexibility to the university, and will increase the university's ability to recruit and retain quality faculty.

Because of the contractual differences between split positions and single full-time positions, split-position issues must be carefully considered. This document presents a discussion of these issues.

Definition

A split appointment is one in which two faculty members split one full-time probationary or tenured position.

Conditions of Appointment

Persons requesting a split position application for an advertised faculty position must decide prior to the on-campus interview of the applicant pool if they wish to be considered together for a split position. Any candidate who submits an application and asks to split a position will also automatically be considered separately for the individual position, unless the candidate explicitly states he or she wishes only to be considered as a joint candidate. To be offered a split position, both candidates must be ranked near the top of the applicant pool.

The University will also consider converting a single full-time appointment to a split-position appointment upon the request of a full-time probationary or tenured faculty member. The faculty member will make this request to the chair of his or her department PAC. The PAC will then decide if the faculty member's partner is acceptable to them. If the PAC approves the request it will be forwarded on to the Department Head, and then the College Dean. The Department Head and the College Dean must approve the appointment. All recommendations for employment are also subject to approval by the President and Academic Vice-President/Provost. After the faculty member's partner is approved, but before the "offer to hire" has been made, the Affirmative Action Selection Record is to be completed and processed.

Change in appointment

A person holding a split appointment has the opportunity to apply for a full time position in the University once a search to fill the full-time position has begun. Should the individual be appointed to a full-time position, the other person retains his or her part of the split position. By mutual agreement of the Department PAC, Department Head, and College Dean, the remaining individual may be offered a conversion of status to sole occupancy of the faculty position. Such a change is neither automatic nor guaranteed.

In the event that one of the individuals holding a split position resigns, is denied tenure, or is unable to continue his or her teaching duties for a period of time extending beyond an approved medical or other leave of absence, the position of the other remains secure in its then current status. By mutual agreement of the Department PAC, Department Head, and College Dean, the remaining individual may be offered a conversion of status to sole occupancy of the faculty position. Such a change is neither automatic nor guaranteed.

Duties and privileges of faculty

As regular, continuing members of the UNI faculty, split-position faculty have the same duties, obligations, responsibilities, and privileges as all regular faculty. Each faculty member in the split position is expected to meet the normal criteria for quality of teaching, research and service, although each member will only be responsible for their proportionate share of the normal quantity of teaching and service. Both faculty in a split position are required to meet the same research/scholarship requirements as other probationary faculty within the same academic program and be evaluated on a yearly basis and for tenure and promotion accordingly. The total number of advisees assigned to the two individuals will not exceed that normally assigned to a single, full-time faculty member.

Each individual receives faculty rank and has a full vote at university faculty meetings and elections and a vote proportionate to the split appointment at departmental meetings.

The current course equivalent load at UNI is 24 hours of courses per academic year. For full-time probationary faculty this translates to six (3-hr) courses per academic year and one (3-hr) course release per semester for research. Faculty members in a split appointment would be expected to teach a combined total of 18 hours per academic year, normally to be split proportionate to their contracted assignment.

Each individual in a split appointment shall be provided with available and appropriate office space, supplies and equipment.

Each individual is eligible to apply for all grants and awards, research and travel funds, including Summer Fellowships and Professional Development Assignments, on the same basis as all other full-time faculty. The University will base the compensation during a Professional Development Assignment on the average number of courses taught per year calculated from the previous six years of teaching, excluding unpaid leave periods.

Each individual faculty member in a split position is eligible for an increase in percent of time, up to no more than 100% per person, on a semester by semester basis. For example, a person whose contract stipulates a .50 time appointment, may have that appointment increased to a $\frac{2}{3}$ appointment for a single semester or more, and it may later be reduced back to $\frac{1}{2}$ time, at the discretion of the Department Head and College Dean. However, the faculty member will be evaluated for tenure and promotion on the basis of the percent of time stipulated in his or her contractual agreement.

If the College Dean, with the approval of the Department PAC and the Department Head, and the faculty members in the split position make a permanently and contractually agreed upon increase in the percent of time of the split position, all the percentages above would change accordingly. For example, if two persons equally split a $1\frac{1}{2}$ FTE (full time equivalent), each would be responsible for $\frac{2}{3}$ of the normal quantity of teaching, and service, and would be evaluated for tenure on that basis (as of the date the increase in contractual duties begins). This new contract may also revise the timetable for tenure.

Tenure and Promotion

Each member of the split position will have the same tenure and promotion review schedules and procedures as full-time faculty. Each faculty member in a split-position relationship is separately and independently considered for contract renewal and for promotion and tenure.

In those cases where the University has initially appointed one person to a full-time position, and then it is agreed to convert that appointment to a split position, part of that agreement will include developing (with the Department PAC, Department Head and College Dean) an equitable timetable for tenure review for both faculty members. The two members of the split position do not need to come up for tenure or promotion at the same time.

Salary

Each individual in a split position will have a base salary. Having individual base salaries allows the University to make appropriate merit salary increments and to develop split-position appointments with individuals who have different experience or academic rank.

Salary payments will be made to each of the faculty members at the prorated average base salary of the split position faculty members. That is, if the faculty members teach respectively three courses in a given year, each will receive half of the average base salary calculated from the two individual base salaries.

If one faculty member assumes the full-time position, the base salary of this faculty member will be his or her individual split-position base salary, doubled (this assumes a 50-50 split).

Benefits:

Several fringe benefits are linked to the amount of compensation an individual receives in his or her paycheck. The amount of a benefit accorded to an individual in a split position must be

calculated this way. Benefits that are linked to the amount of compensation earned by the employee include group life insurance, long term disability, TIAA-CREF Retirement plan contributions, unemployment insurance and workers compensation.

Other benefits are accorded to faculty with a half-time or greater appointment regardless of paycheck amount, and these benefits will be provided to each individual in the split position as well. They include Health and Dental Benefits, participation in Dependent Care and Medical/Dental Expense Spending Account and the Employee Assistance Program.

The following fringe benefits are divided between persons splitting a position

- Moving Expenses
- Sick Leave
- Unpaid Family and Medical Leave (FMLA leave) as mandated by current federal law

All split position faculty are encouraged to meet with the Human Resources benefits manager to discuss their specific benefits.