

Annual Reports of University Elective and Appointive Committees 2016-2017

University of Wisconsin—Green Bay

Table of Contents

FACULTY ELECTIVE COMMITTEES	3
UNIVERSITY COMMITTEE.....	3
COMMITTEE OF SIX	5
ACADEMIC AFFAIRS COUNCIL.....	6
PERSONNEL COUNCIL.....	27
GENERAL EDUCATION COUNCIL	27
GRADUATE ACADEMIC AFFAIRS COUNCIL.....	28
COMMITTEE ON COMMITTEES AND NOMINATIONS	30
COMMITTEE ON RIGHTS AND RESPONSIBILITIES	31
LIBRARY ADVISORY COMMITTEE	32
FACULTY APPOINTIVE STANDING COMMITTEES	32
ACADEMIC ACTIONS COMMITTEE.....	32
INTERCOLLEGIATE ATHLETICS COMMITTEE.....	33
INDIVIDUALIZED LEARNING COMMITTEE.....	34
ACADEMIC STAFF ELECTIVE AND APPOINTIVE COMMITTEES.....	35
ACADEMIC STAFF COMMITTEE.....	35
ACADEMIC STAFF PERSONNEL COMMITTEE.....	35
ACADEMIC STAFF PROFESSIONAL DEVELOPMENT ALLOCATIONS COMMITTEE.....	36
LEADERSHIP & INVOLVEMENT COMMITTEE	37
ACADEMIC STAFF PROFESSIONAL DEVELOPMENT PROGRAMMING COMMITTEE.....	38
COMMITTEES APPOINTED BY THE PROVOST	39
COMMITTEE ON DISABILITY ISSUES	39
UNIVERSITY ASSESSMENT COUNCIL.....	39
INSTITUTIONAL REVIEW BOARD	40
INSTRUCTIONAL DEVELOPMENT COUNCIL.....	41
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE	43
INTERNATIONAL EDUCATION COUNCIL.....	44
RESEARCH COUNCIL.....	45
TECHNOLOGY COUNCIL.....	47
COMMITTEE APPOINTED BY THE DEAN OF STUDENTS.....	48
UNIVERSITY STUDENT LEADERSHIP AWARDS COMMITTEE.....	48
COMMITTEE APPOINTED BY VICE CHANCELLOR FOR BUSINESS AND FINANCE.....	49
HEALTH AND SAFETY COMMITTEE.....	49
FACILITIES MANAGEMENT COMMITTEE.....	50
WELLNESS COMMITTEE.....	51
CHANCELLOR APPOINTIVE COMMITTEES	53
COUNCIL ON DIVERSITY AND INCLUSIVE EXCELLENCE.....	53
UNIVERSITY PLANNING AND INNOVATION COUNCIL	53
COMMITTEE ON STUDENT MISCONDUCT	53
UNIVERSITY STAFF ELECTIVE AND APPOINTIVE COMMITTEES.....	54
UNIVERSITY STAFF COMMITTEE.....	54
UNIVERSITY STAFF ELECTION COMMITTEE	56
UNIVERSITY STAFF PERSONNEL COMMITTEE.....	57
UNIVERSITY STAFF PROFESSIONAL DEVELOPMENT COMMITTEE.....	57

JOINT GOVERNANCE COMMITTEES	58
LEARNING TECHNOLOGY COLLABORATIVE COMMITTEE.....	58
AWARDS & RECOGNITION COMMITTEE	59
LEGISLATIVE AFFAIRS COMMITTEE.....	59
COMMITTEE ON WORKLOAD AND COMPENSATION	59

FACULTY ELECTIVE COMMITTEES

University Committee

The 2016–2017 academic year was quite eventful for the University Committee and the Faculty Senate. The UC took a number of code changes to the Senate, including a revised post-tenure review policy, an annual review policy, and a revised UWGB Chapter 5 on program discontinuance. Moreover, the UC participated in additional meetings and intensive discussion on the transition to a 24-credit load for faculty and on the \$2 million expenditure reduction for the coming year.

The UC consisted of Andrew Austin, Katia Levintova, Chuck Rybak, Patricia Terry, Christine Vandenhouten (Faculty Representative to UW System), and David Voelker (Chair). Jan Snyder and Katrina Hrivnak served as University and Academic Staff liaisons, respectively. SGA President Nik Austin also attended many meetings.

Fall 2016

During the Fall semester, the UC devoted a great deal of time and energy to creating a new post-tenure review policy for UWGB that would comply with Regent Policy 20-9. The UW System required this policy to be created on a relatively short timetable, and draft policies received unprecedented scrutiny from UW Legal Counsel and Vice President for Academic and Student Affairs Jim Henderson. Although the Faculty Senate approved a policy that complied with 20-9 on schedule, President Cross added a new requirement for administrative review that was not specified in 20-9, leaving UWGB and other campuses scrambling to revise their policies in order to meet the deadline for consideration at the December's Regents meeting. The Regents approved the policy at that meeting. David Voelker subsequently sent a memo to Ray Cross, on behalf of the UC, describing the difficulties caused by the procedural disarray due to the changing policy requirements and urging him and the Regents to be more respectful of the shared governance process. As noted in the historical comment that should appear with this policy in the Faculty Handbook, the Senators approved the revised policy with administrative review only because they felt they had little choice, and they believed that the specific procedures outlined in the UWGB policy would do more to protect shared governance and tenure than any policy that might be imposed by UW System. (Note: President Cross did not respond to the memo noted above.)

Throughout the Fall semester, the UC engaged in discussions with the Provost and participated in discussions held by the Provost, Associate Provosts, and the four Deans regarding both the shift to a 24-credit workload system and annual review policy. Given that the 24-credit workload policy was still being finalized at the end of the Fall semester, the UC recommended to the Provost that the annual review policy be developed in the Spring and that reviews be put on hold, awaiting the development of university and unit policies. The Provost agreed and ultimately required only PARs for the previous academic year.

In a continuing effort to make sure that faculty committee time is well spent, the UC helped coordinate the disbanding of three committees: the Legislative Affairs Committee, the Library Advisory Committee, and the Facilities Management Committee. These committees had generally become an inefficient means of conveying information, or, in the case of the Legislative Affairs Committee, no longer served a clear purpose.

In September, at the invitation of Chancellor Miller, the UC met with members of the Council of Trustees Advocacy Committee in order to increase understanding and cooperation between the two groups.

In response to state and national political changes, the UC took resolutions to the Senate to reaffirm the faculty's opposition to concealed carry on campus and to voice our support of students regardless of their citizenship status.

Spring 2017

The UC discussed the domain structure for faculty representation in shared governance in light of the newly implemented four-college model. The UC determined that the existing domain structure should remain in place. Given existing challenges with filling committees, it does not seem realistic to expect each of the four colleges to have representation on every faculty committee. The domain structure thus remains the most effective option for determining committee membership, etc.

In addition to routine business, the UC prepared two major code-change policies that were passed by the Senate: an annual review policy and a revision of UWGB Chapter 5.

The annual review policy was created pursuant to a requirement of Chancellor Miller. The policy that was passed by the Senate is based upon the PAR, exclusively. Tenured faculty undergoing any other review (merit, post-tenure, or promotion) during a given year are deemed to have met the annual review requirement.

The revision to UWGB Chapter 5 was a response to Regent Policy 20-24 (and related statutory changes) from 2016. The revised chapter 5 lays out procedures specific for UWGB for program discontinuance for reasons of financial emergency or academic reasons.

David Voelker, as UC chair, and Christine Vandenhouten, as Faculty Representative, participated in a series of meetings with university leadership to plan approximately \$2 million in expenditure reductions for the coming academic year. Voelker and Vandenhouten focused on conveying faculty concerns, with an emphasis on protecting the quality of education for all UWGB students. At the conclusion of the 2016–17 academic year, budget reduction discussions were ongoing.

At the final Senate meeting for Spring 2017, the UC presented a resolution on the value of General Education, which had been endorsed by the General Education Council. The purpose of the resolution was to establish that a consensus exists among the faculty regarding the value of general education for all undergraduate programs, regardless of college.

At the close of the final Senate meeting, UC Chair Voelker explained UW System policies and requirements for making any changes to the university's select mission—a process that Chancellor Miller has indicated he intends to initiate. Chancellor Miller spoke briefly on this matter and agreed that the process should wait until the fall, when faculty and students are present on campus.

Respectfully submitted by 2016–17 UC Chair, David Voelker, on June 22, 2017.

Committee of Six

In the past year the Committee of Six Full-Professors met and reviewed the following candidates for promotion to the rank of full-professor: Charles Rybak, Toni Damkoehler, and Douglas Hensler.

Members of the Committee included Regan Gurung, Christina Ortiz, Patricia Style, Meir Russ, Patricia Terry, and Dean VonDras (Chair).

All candidates were unanimously endorsed by the Committee for promotion to the rank of full-professor.

The Committee wishes to thank Secretary of the Faculty Steven Meyer, Ms. Holly Keener, and Dean Scott Furlong for their support and assistance throughout the academic year. I also wish to thank my colleagues on the Committee for their great effort and due diligence in reviewing candidates files, and for their thoughtful discussion and coordination of report writing of the reviews.

Respectfully submitted,
Dean D. VonDras, Chair

Academic Affairs Council

2016-2017 Annual Report: Academic Affairs Council

1. **Meetings and Membership:** During the 2016-2017 academic year the Academic Affairs Council (AAC) met for a total of 13 meetings every other Thursday from 8:15 – 9:15. Members of the committee included Clifton Ganyard (ex-officio), Sylvia (Mimi) Kubsch chair, Christine Smith, Julia Wallace, Randy Meder, and Katrina Hrivnak (ex-officio Assistant Registrar).

The members of the committee worked very well together coming prepared to meetings to discuss various agenda items, program reviews, and course and program change requests. The work of reviewing course and program change request has become much more stream lined and less time consuming due to access to Courseleaf. The work of searching for agendas, minutes and program reviews also has become easier to find due to SharePoint. The AAC appreciated weekly visits from Katrina Hrivnak who, because of her expertise was consulted, on matters of course and program change requests.

2. **Program self-studies and AAC Feedback:** During the academic year the AAC reviewed three program self-studies for the programs of Professional Program in Education, Political Sciences, and Modern Languages. The Music program was scheduled to be reviewed this academic year but due to unforeseen circumstances was not and will be reviewed first thing next fall 2017. (See appendix A for Program Review Feedback Reports).

3. **Various other agenda items:**

- a. Should Deans approve minor course changes – Mimi said she would prefer to do it this year.
- b. Request that AAC consider increasing credits of GPS workshop from 1- 3 credits – and using one GPS prefix 145.approved
- c. Received letter from Dean Furlong in support to continue Democracy and Justice Studies program
- d. Changes to Math Program to make them consistent with requirements of UW System – approved.
- e. Course inventory form – Katrina will change option of instructor TBA so that proposals must list an instructor – approved

4. Course and program requests. (see appendix B)

Appendix A Program Review AAC Feedback Reports

AAC Response to the Professional Program in Education Program Review self-study

Approved by AAC on December 15, 2016

I. Introduction

The UWGB Professional Program in Education is approved by the Wisconsin Department of Public Instruction and is designed to prepare entry-level teachers with relevant content, professional knowledge and skills to effectively meet the future learning needs of a changing. The interdisciplinary, problem-focused program provides strong preparation for teaching. Students focus on excellence in the teaching/learning process through methods and field experience courses that provide the background, knowledge and instructional tools needed to become effective teachers. These studies complement strong academic coursework in communication, the arts, humanities, social studies, science and mathematics.

The Program housed in the college of Health, Education and Social Welfare. There are 12 faculty members (5 Associate, 3 Assistant, 3 lecturers, and one senior lecturer). The program has an enrollment 199 declared majors and 54 declared minors end of term 2015. The number of graduated majors (May, Aug. & Dec.) 2015 was 57, the number of graduated minors (May, Aug. & Dec.) 2015 was 39.

At UW-Green Bay, students seeking early childhood (Early Childhood — Ages 0-8) or elementary-level (Early Childhood through Middle Childhood — Ages 0-11 or Middle Childhood through Early Adolescence — Ages 6-12/13) licensure are required to complete a major in Education. Students completing the Ages 6-12/13 license are also required to complete an approved minor. Graduates seeking these licenses receive a bachelor's degree in Education.

Students who desire secondary-level teaching licensure (Early Adolescence through Adolescence — Ages 10-21 or Early Childhood through Adolescence — All Ages) are required to complete a minor in Education to support a disciplinary major as required and approved by the Department of Public Instruction. Graduates seeking these licenses receive a bachelor's degree in their disciplinary major(s).

II. Assessment of Student Learning

Dr. Steve Kimball was consulted regarding assessment and much of what is below is from him in response to a question I sent regarding assessment.

The Professional Program in Education utilizes three methods to assess student learning. **Portfolios.** When students are checking out for Student Teaching, they are required by the State to develop portfolios based on the standards for licensure. Students select artifacts that demonstrate competency in each of the 10 Standards. Their portfolio is reviewed by their advisor. Then they explain their rationale for the selection and its relation to the Standard. The adviser concurs or recommends changes. There is no "score". Alumni do not complete portfolios as they did so in order to complete the program. The program has no way of knowing if school districts ask to see student portfolios. Teachers are evaluated differently by different districts and there is a Portfolio required by the state, called a PDP (Professional Development Plan) that teachers must complete, but it is not correlated to their university work. With the advent of edTPA being a requirement for licensure effective this year, and since it addresses the Standards, many universities are using the edTPA document as the required Portfolio. We will probably be doing likewise. And since the edTPA is scored, that will be the data from which we will make curricular change.

- a) **Graduating Senior Survey.** - Since Act 10, (February, 2011) enrollment in Education has decreased from 217 in Fall 2012 to 173.. Education Student Survey responses indicate that 86% of Education graduates are employed full time and 12% part-time compared to 79% and 11% for UWGB overall. However, only 2% of Education graduates plan to seek a doctoral degree compared to 11% of UWGB overall. Education graduates are very satisfied or satisfied with

their jobs (90%) compared to UWGB overall (74%). Education graduates felt that their job relates to their major (80%) as compared to UWGB overall (48%). Thirty-three percent (33%) of Education graduates have an income in the \$30,000-35,999 range compared to 18% of UWGB overall. Twenty-five percent (25%) of Education students' income fell in the \$36,000-\$39,999 range compared to 12% for UWGB overall. However, the \$40,000 income range for Education graduates is two percent lower than UWGB overall (15% vs 17%. And for salaries in the \$50,000 range or higher, UWGB's overall percentage is 22% compared to Education's 2%. Other survey data reveal no significant mean difference between the university and education data to raise concern.

- b) **Academic Program Assessment update.** The program is in full implementation of the Teaching Performance Assessment (edTPA) tool. It will move the focus of the assessment from the foundation courses to methods courses. These courses occur later in the student's progression to program completion when they are better prepared for the three tasks of the assessment. Changes to the process and scoring at the state and national level will also be considered as data received from the edTPA. This three-part, scored evaluation will provide feedback of specific skills demonstrated by the student and closely mirrors the standards chosen. Last year the department offered a limited number of vouchers to students to complete the edTPA, which led to a relatively small data set. Still scores from the first five students were favorable. The passing score set by the State is 38. The scores for the 5 students ranged from 42-58. During the 2015-16 academic year, the number of students completing the process will increase while also expanding across a greater variety of licensure areas. Specific feedback on student performance will be provided by Pearson. Students completing their student teaching experience and enrolled in EDUC 405 will be used to access the outcomes

III. Program Accomplishments

The self-study report noted many (22) accomplishments since the last review in 2009. Most noteworthy were the University of Wisconsin System's Board of Regents Teaching Excellence Award, consistently passing DPI yearly reviews, development and implementation of the 4K Nature-Based Program at Wildlife Sanctuary, the 2+2 Articulation Agreement with NWTC, and the First Nations Doctorate in Education which starts fall 2018

IV. Program Strengths and Areas in need of attention

Strengths

- Extensive field experiences
- Flexible scheduling
- Development of on-line courses
- Start of edTPA assessment process

Areas in need of attention

- With declining student enrollment, the AAC wonders if 7 areas of emphasis areas are necessary.
- Results of the UWGB alumni and graduating senior surveys were generally favorable in that Education alumni and students mean scores were higher than the overall UWGB scores. However, there were a few areas where they were lower. Perhaps the faculty should look at these areas to see if they could be strengthened.
- At present alumni are not assessed with portfolios. Perhaps the program should use the edTPA assessment with alumni testing them at 1 year and then again at 5 years.

V. Conclusions and recommendations

Since the last review the Education Program has clearly strengthened its program by adding online options, and now the implementation of the edTPA assessment process which will yield scores that

can be used by the program for curricular improvement. The start of the First Nations Doctorate in Education puts UWGB on the map with other UW campuses that offer doctorate degrees. It is too bad that the state is under such budget cuts that the Education Program recently lost 2.75 FTE. Along this line of thinking, there is significant advising that is done in this program by the faculty once the student is admitted. It would be desirable to be able to hire a full time advisor (aside from faculty) to advise students while they are in the program, perhaps the program could write grant to fund such a position? It is recommended that the Education Program fully develop the feedback portion of the edTPA assessment process and for the next review provided examples of circular improvement due to this process. Increase diversity of students and faculty. For next self-study identify faculty accomplishments in teaching, service and scholarship. With reduced numbers of majors and minors the program should assess why this is happening and think of ways to increase those numbers.

AAC Response to the Political Science Self-Study

Approved by AAC on March 30, 2017

Introduction

The UWGB Political Science (PS) program is a disciplinary program that studies government, politics, exercise of power, and public policy. PS offers an array of foundational courses in American government and politics, public policy and administration, political theory, comparative politics, and international relations. PS is housed in the College of Arts, Humanities, and Social Sciences and is integrated within several interdisciplinary programs, Democracy and Justice Studies, Public and Environmental Affairs, and Global Studies. It plays a critical role in both DJS and PEA, with three faculty members housed in each, for a total of six faculty members. PS offers both a major and minor and also contributes significantly (8 courses) to the General Education requirements in the Social Sciences, Global Cultural, quantitative Literacy, and sustainability perspectives. Finally, faculty contribute to the graduate program in Environmental Science and Policy.

The PS program provides preparation for citizenship, a diverse array of future careers, and graduate work, especially in law, international studies, and public affairs. Faculty are committed to innovative teaching and contribute to community outreach through extensive service, especially as experts sought by local and national media.

Their previous self-study was completed in 2010.

Assessment of Student Learning

The Political Science program has done a commendable job in assessment. They have clearly established learning outcomes (which are also located on their program website) and engage in a significant amount of embedded assessment in a variety of courses. Included in their self-study were assessments from American content courses, international politics courses, and political theory courses from 2011-2012 to 2015-2016. Overall, the report meeting their learning goals.

Graduating seniors in PS and those who completed the alumni survey rate the major, educational experiences, and the PS faculty very highly, in most cases higher than the average at UWGB. Alumni are more likely to report lower salaries and are somewhat less likely to be employed in an area "very related" to their major. However, this may be the result of the number of alumni currently in graduate and professional school.

Program Strengths

The program has a number of strengths. PS strongly contributes to the social science general education, the three interdisciplinary units mentioned earlier, as well as Urban and Regional Studies. They are able to offer a breadth of courses in the sub-disciplines of political science as well as core courses.

Their focus on student success has resulted in a number of PS students receiving departmental, university and regional honors as well as placement into law schools and graduate schools. Faculty demonstrate commitment to excellence in teaching, including active involvement in the WI Teaching

Fellows and Scholars Programs, Online Teaching Scholars, involvement with CATL programs, and teaching in the First Year Experience seminars. Two faculty have recently been recognized with student-nominated teaching awards.

Program Challenges

While the number of faculty has improved since the last self-study, PS is still in need of additional faculty. As they point out, while they have seven full-time faculty, one does not teach any courses (because he is the Dean of the College of Arts, Humanities, and Social Sciences). Additionally, the number of faculty who teach exclusively in PS is small. As a result, they have been unable to offer a capstone course due to other commitments by faculty.

The previous self-study indicated a steady number of majors and minors. The current self-study reports the number of declared majors and minors since 2009. The number of majors and minors has been declining, more so for majors (92 in 2009 and 65 in 2015) than minors (39 in 2009 and 31 in 2015). PS has offered several potential reasons for this including overall declining enrollment at UWGB and faculty attrition. They have developed several strategies to promote the university and increase the number of majors and minors including representation at Campus Preview Days and talks at local schools. Additionally, the number of students enrolled in PS courses has also decreased substantially from 2009 to 2015.

Conclusions and Recommendations

Political Science is a strong program that offers a wide range of courses that serve not only their majors and minors, but a number of programs as well as general education. It produces highly satisfied students and alumni who report strong preparation for future careers. Faculty are strongly committed to teaching, while continuing to be somewhat strained by the number who are only teaching in political science.

Somewhat concerning is the declining number of majors and minors. PS recognizes this and reports it is engaging in strategies to increase their numbers. As their faculty numbers have stabilized, the enrollment numbers may as well. The AAC also expressed concerns that the program is spreading themselves thin by offering four program choices. Additionally, the program may focus on the careers students enter after they graduate, since students are often interested in majors where there is a clear job at the end.

The future self-study should address why the number of students who have enrolled in political science courses in general seems to be declining and how that might be impacting faculty load.

AAC response to the Program Review Modern Languages

Approved by AAC March 2, 2017

Introduction

UW Green Bay's Modern Languages Program is housed within the Humanistic Studies Program and offers majors and minors (both teaching and nonteaching) in French, German and Spanish as well as courses in other languages through a variety of novel exchange programs. The Program also contributes to UWGB's General Education curriculum as well as other disciplines across the university. It shares the Humanistic Studies program goals of "promoting the acquisition of communication skills, the ability to closely analyze complex texts and ideas, knowledge of a broad spectrum of world cultures and sensitivity to values and socio-cultural issues.

The programs interaction with both the university and greater Green Bay community is laudatory. Its faculty in all three-language majors serve as translators and interpreters for individuals and businesses; they offer outreach and evening/Saturday courses to community members, travel courses, lectures and cultural events. All three majors/minors have strong associations with area high schools and the language teachers affiliated with those schools.

It is clear that the faculty in the program are constantly seeking new ways to expand cultural sensitivities to UW GB students by developing new international minors and enhancing study abroad

opportunities, despite the fact that there is no language requirement for students and program resources are scarce.

Challenges:

The last Modern Language review was in 2009 and there have been several challenges the program has faced since that time. The major one was the loss of the only full time faculty member in the French program. Consequently, the French major is no longer offered. Although the program is making sure that the remaining majors receive the courses they need to complete their degree, with only two upper level courses offered per semester, the program is unable to recruit new students at the lower levels. Thus, the number of declared majors has decreased from 25 in 2009 to 5 in 2015 (all of whom are juniors or seniors)

While the German program and Spanish programs are currently structurally stronger than the French program, they, too, are resource poor, and the lack of new faculty and difficulty in retaining faculty keeps them from growing to their full potential. The Spanish program is particularly affected since it wishes to launch a Master's program, which could be highly popular in the NEW region. Without new faculty lines, it will be hard-pressed to succeed without jeopardizing either the undergraduate offerings or its strong community outreach. The German program, too, has high caliber faculty who have been frequently recruited for other administrative and professional development opportunities.

Enrollment trends in French have been previously mentioned. While the review suggests that the number of majors and minors graduating from the German program has remained stable for decades, it is clear from the Institutional and Research statistical data that the number of declared majors has declined since 2009 from 28 majors and 22 minors to 16 majors and 9 minors in 2015. Nine of the 16 majors in 2015 were seniors. The review suggests that this is consistent with data across the country when the national economy is tight. The program expects this trend to reverse, but this should be monitored. Enrollments in the Spanish program have been steady, but with a slight dip in 2015.

Assessment of Student Learning

Student learning outcomes follow those of the American Council of Teachers of Foreign Languages (ACTFL), assessment is primarily conducted through course exams, and an on-going assessment embedded in daily classroom instruction. Teaching majors are also required to follow DPI requirements. A more formal assessment program was established in 2013-2014 for the German and Spanish programs. In each of the subsequent three years, the program has assessed different ACTFL benchmarks. It is unclear from the German review how the quantitative results of these assessments have led to curricular changes but several curricular changes were noted for the Spanish Program based on the new assessments (e.g., name change, and the "coaching" system). The French program will begin this type of assessment in 2016-2017.

While both the graduating senior survey and the alumni survey were presented for all programs, response rate was extremely small. For the French program only 4/10 responded to the graduating senior survey and only one to the alumni survey. Of concern, is that the one person in the alumni survey made mention that "if you could start college over" they would pursue the same major but at a different college. This probably reflects the lack of faculty and course options. Rates for the German program were also small with only five responding to the graduating senior survey and 3 to the alumni survey. Response rate was better for the Spanish program, (graduating senior survey, n= 25; alumni survey, n=5). While advising and student faculty interactions seemed to be slightly problematic in the alumni survey, they did not appear in the graduating senior survey suggesting work has been done to improve that area.

Program Accomplishments

Now the good news. Since the last review, the MLP has expanded their study abroad and internship programs, including shorter study abroad options during the January interim session. Program faculty have invested in developing new collaborative programs with other disciplines (notably the development of the International Environmental Studies and the Film Studies Minor and there is

continued discussion of developing a graduate program in Spanish (this was also mentioned in the last review). The review documents the meritorious achievements of its graduates. It is clear the faculty take great pride in their accomplishments. IV. Program Strengths and Areas in Need of Attention

Strengths:

Community outreach

- Deliberateness of increasing international culture on campus and in the community
- Number of students studying abroad (85% in Spanish Major)
- The seeking of external sources of funding- two major grants offered by the Wisconsin Humanities Council.

Areas in need of attention:

- Need to determine what to do with the French Program
- Implementation plan for the development of a Master's program in Spanish
- The serious need for new faculty lines

Conclusions and Recommendations

It would be hard to find a program on the campus of the University of Wisconsin Green Bay that has done more with so few faculty resources. Teaching three different languages, creating international opportunities and cultural awareness to students, faculty, and staff, and being visible in the Green Bay Community, the work of faculty in the program is extremely impressive. However, there is no question it is a struggle, and the program's ability to ensure UWGB maintains an international component – so essential for our 21st century graduates, is in peril without additional faculty resources.

The AAC recommends that the university administration take a serious look at this situation and recognize the need, not to let the foreign language programs offered by the university diminish, but to actually expand those programs. Working with the program faculty to establish new faculty lines, provide assistance in expanding the number and type of on-line and/or collaborative programs with other institutions can be part of that process. The AAC strongly emphasizes that this is a university-wide need, not just a program need.

Appendix B – Course and Program request approvals

October 6, 2016

The following Course/Program change requests were approved:

- a. Program Change Request: First Nations Studies Major Change approved: FNS 301 required for either Oral Emphasis options (removed as an elective)
- b. Program Change Request: POL SCI : Political Science Major Change approved: DJS 348 added as an available elective
- c. Program Change Request: POL SCI-I : Political Science Minor Change approved: DJS 348 added as an available elective
- d. Program Change Request: INFO SCI INFO TECH : Information Technology Emphasis Change approved: Comp Sci 441 removed from UL, replaced with Info Sci 332
- e. Program Change Request: INFO SCI Data : Data Science Emphasis Change approved: Comp Sci 360 removed from UL, replaced with Comp Sci 372
- f. Program Change Request: ILS NONPROFIT : Nonprofit Leadership Emphasis Change approved: add Comm 133 as Communication Skills option within the supporting courses - to keep in line with other ILS emphasis
- g. Program Change Request: ILS LDR PUB S : Leadership in Public Service Emphasis Change approved: add Comm 133 as Communication Skills option within the supporting courses - to keep in line with other ILS emphasis
- h. New Program Proposal: FILM : Film and Cinema Studies Approved
- i. Program Change Request: ENGLISH LITERATURE : Literature Emphasis Change approved: English 101 removed as supporting elective (course deactivated)
- j. New Program Proposal: COMP SCI COMPSCI-SE : Computer Science - Software Engineering Approved
- k. New Program Proposal: COMP SCI COMPSCI-IA : Information Assurance and Security Emphasis Approved
- l. New Course Proposal: THEATRE 372: American Musical Theater Dance Approved
- m. New Course Proposal HUM STUD 110 : Introduction to Film Approved:
- n. Course Change Request: Econ 485: Managerial Economics Change approved: prerequisite modified to remove Bus Adm or Acctg major or minor (course is only used in the ECON major), periodicity changed in order to alternate semesters with Econ 310
- o. Course Inventory Change Request: HUM BIOL 331 : Science and Religion: Spirit of Inquiry – request approved change colleges, change effective date, make capstone, add general education infusion
- p. Course Inventory Change Request: ENV SCI 421 : Geoscience Field Trip request approved change college, change effective date, make capstone experience, add general education infusion
- q. Course Inventory Change Request: ENGR 213 : Mechanics I request approved change college, change effective date, make writing emphasis
- r. Course Inventory Change Request - ENGLISH 324 : Practicum in Literary Publishing request approved change college, change budgetary unit, change effective date, change catalog description, change repeatable credit,
- s. Minor requests were review by the committee members prior to the meeting and were made in course leaf by Katrina:
- t. Course Inventory Change Request: THEATRE 321 : Scene Design – request approved: Jeff Entwistle will be offering Scene Design instead of Introduction to Theatre Arts this coming spring.
- u. Course Inventory Change Request: SOC WORK 403 : Field Practicum II – request approved: change from P/NC to letter grades

- v. Course Inventory Change Request: SOC WORK 301 : Research Methods for Generalist Social Work Practice = request approved change college, add course number for prerequisite
- w. Course Inventory Change Request: MUS ENS 462 : request approved Concert Choir ~~Chorale~~—This is a name change only
- x. Course Inventory Change Request: MUS ENS 461 : request approved University Singers ~~Concert Choir~~—This is a name change only
- y. Course Inventory Change Request: MUS ENS 262 : request approved Concert Choir ~~Chorale~~ ~~Name change~~—This is a name change only
- z. Course Inventory Change Request: MUS ENS 262 : request approved Concert Choir ~~Chorale~~—This is a name change only.-
- aa. Course Inventory Change Request: MUS ENS 261 : University Singers ~~Concert Choir~~—request approved This is a name change only
- bb. Course Inventory Change Request: HUM DEV 302 : Developmental Research Methods = change colleges, change date of action to spring 17, request approved adding writing emphasis designation
- cc. Course Inventory Change Request: FNS 393 : First Nations and Education Policy request approved add pre-requisite
- dd. Course Inventory Change Request: ET 101 : Fundamentals of Engineering Technology – request approved change college, change effective date,
- ee. Course Inventory Change Request: EDUC 405 : Student Teaching request change college.
- ff. Course Inventory Change Request: EDUC 334 : Teaching General Music in the Elementary and Middle Schools request approved change college and effective date
- gg. Course Inventory Change Request: request approved change college, change budgetary unit change effective date
- hh. Course Inventory Change Request: DJS 371 : Gender and Economic Justice request approved change program, change college, change budgetary unit change effective date, added cross listing course
- ii. Course Inventory Change Request: COMM 303 : Feature Writing request approved Course Deactivation Proposal
- jj. Course Inventory Change Request: BUS ADM 384 : Introduction to Supply Chain Management request approved change college, change effective date, removed prerequisite
- kk. Course Inventory Change Request: BIOLOGY 401 : Fish and Wildlife Population Dynamics request approved change increased section size
- ll. Course Inventory Change Request: ART 304 : Figure Drawing request approved change program, change college, change budgetary unit change effective date, change periodicity,.

October 20, 2016

The following Course/Program change requests were approved:

- a. Program Change Request: First Nations Studies Major Change approved: FNS 301 required for either Oral Emphasis options (removed as an elective)
- b. Program Change Request: POL SCI : Political Science Major Change approved: DJS 348 added as an available elective
- c. Program Change Request: POL SCI-I : Political Science Minor Change approved: DJS 348 added as an available elective
- d. Program Change Request: INFO SCI INFO TECH : Information Technology Emphasis Change approved: Comp Sci 441 removed from UL, replaced with Info Sci 332
- e. Program Change Request: INFO SCI Data : Data Science Emphasis Change approved: Comp Sci 360 removed from UL, replaced with Comp Sci 372

- f. Program Change Request: ILS NONPROFIT : Nonprofit Leadership Emphasis Change approved: add Comm 133 as Communication Skills option within the supporting courses - to keep in line with other ILS emphasis
- g. Program Change Request: ILS LDR PUB S : Leadership in Public Service Emphasis Change approved: add Comm 133 as Communication Skills option within the supporting courses - to keep in line with other ILS emphasis
- h. New Program Proposal: FILM : Film and Cinema Studies Approved
- i. Program Change Request: ENGLISH LITERATURE : Literature Emphasis Change approved: English 101 removed as supporting elective (course deactivated)
- j. New Program Proposal: COMP SCI COMPSCI-SE : Computer Science - Software Engineering Approved
- k. New Program Proposal: COMP SCI COMPSCI-IA : Information Assurance and Security Emphasis Approved
- l. New Course Proposal: THEATRE 372: American Musical Theater Dance Approved
- m. New Course Proposal HUM STUD 110 : Introduction to Film Approved:
- n. Course Change Request: Econ 485: Managerial Economics Change approved: prerequisite modified to remove Bus Adm or Acctg major or minor (course is only used in the ECON major), periodicity changed in order to alternate semesters with Econ 310
- o. Course Inventory Change Request: HUM BIOL 331 : Science and Religion: Spirit of Inquiry – request approved change colleges, change effective date, make capstone, add general education infusion
- p. Course Inventory Change Request: ENV SCI 421 : Geoscience Field Trip request approved change college, change effective date, make capstone experience, add general education infusion
- q. Course Inventory Change Request: ENGR 213 : Mechanics I request approved change college, change effective date, make writing emphasis
- r. Course Inventory Change Request - ENGLISH 324 : Practicum in Literary Publishing request approved change college, change budgetary unit, change effective date, change catalog description, change repeatable credit,
- s. Course Inventory Change Request: THEATRE 321: Scene Design – request approved: Jeff Entwistle will be offering Scene Design instead of Introduction to Theatre Arts this coming spring.
- t. Course Inventory Change Request: SOC WORK 403 : Field Practicum II – request approved: change from P/NC to letter grades
- u. Course Inventory Change Request: SOC WORK 301 : Research Methods for Generalist Social Work Practice = request approved change college, add course number for prerequisite
- v. Course Inventory Change Request: MUS ENS 462 : request approved Concert Choir-~~Chorale~~—This is a name change only
- w. Course Inventory Change Request: MUS ENS 461 : request approved University Singers-~~Concert Choir~~—This is a name change only
- x. Course Inventory Change Request: MUS ENS 262 : request approved Concert Choir-~~Chorale~~—Name change—This is a name change only
- y. Course Inventory Change Request: MUS ENS 262: request approved Concert Choir-~~Chorale~~—This is a name change only.-
- z. Course Inventory Change Request: MUS ENS 261 : University Singers-~~Concert Choir~~—request approved This is a name change only
- aa. Course Inventory Change Request: HUM DEV 302 : Developmental Research Methods = change colleges, change date of action to spring 17, request approved adding writing emphasis designation
- bb. Course Inventory Change Request: FNS 393 : First Nations and Education Policy request approved add pre-requisite
- cc. Course Inventory Change Request: ET 101 : Fundamentals of Engineering Technology – request approved change college, change effective date,
- dd. Course Inventory Change Request: EDUC 405: Student Teaching request change college.

- ee. Course Inventory Change Request: EDUC 334 : Teaching General Music in the Elementary and Middle Schools request approved change college and effective date
- ff. Course Inventory Change Request: request approved change college, change budgetary unit change effective date
- gg. Course Inventory Change Request: DJS 371 : Gender and Economic Justice request approved change program, change college, change budgetary unit change effective date, added cross listing course
- hh. Course Inventory Change Request: COMM 303 : Feature Writing request approved Course Deactivation Proposal
- ii. Course Inventory Change Request: BUS ADM 384 : Introduction to Supply Chain Management request approved change college, change effective date, removed prerequisite
- jj. Course Inventory Change Request: BIOLOGY 401 : Fish and Wildlife Population Dynamics request approved change increased section size
- kk. Course Inventory Change Request: ART 304: Figure Drawing request approved change program, change college, change budgetary unit change effective date, change periodicity,.

November 3, 2016

- a. Program Change Request: ATHL COACH: Coaching Certification – Change of college, additional required course Field Experience in Coaching. Rationale: Principles of Coaching and the Field Experience courses were listed as "OR" but the two are both critical to student development and vary enough that one should not be a substitute for the other Approved.
- b. Course Inventory Change Request: EDUC 417: Philosophy of Athletics and Coaching. Change of Program to Education, change of college, change of periodicity to every fall. Rationale “This course will be moved from Spring to Fall, changing only the sequence of classes as student's move to completion of the certificate program” Rolled back no instructor.
- c. Course Inventory Change Request. EDUC 419: Field Experience in Coaching -- Change of Program to Education, change of college, change of periodicity to every spring. A prerequisite course (EDUC 416) has been added to ensure students have the foundation necessary to successfully complete the course. Rolled back no instructor no syllabus.
- d. Course Inventory Change Request: ENGR 213: Mechanics . Change of Program to Engineering, change of college, change of budgetary unit to Natural and Applied Sciences-(N A SCI-), designate writing emphasis course. Rationale - This course is required for the BS in mechanical engineering technology. The WE designation will meet the general education requirement for a lower level WE course and will also assess ABET student learning outcome. Approved
- e. Course Inventory Change Request: SOC WORK 402 : Field Practicum I. change of college, change in prerequisite Major in SOC WORK, conc enr in Soc Work 411, earned grade of "C" or higher in SOC WORK 300, change to letter grades Approved
- f. Program Change Request: COMM HEALTH COM : Health Communication: that
- g. COMM 308 and INFO SCI 308 be cross listed. Approved
- h. Program Change Request: COMM MASS: Mass Media Emphasis. That
- i. COMM 308 and INFO SCI 308 be cross listed. Approved
- j. Deactivate Program request: Comp Sci deactivation. Approved
- k. Program Change Request: COMM ORG COM : Organizational Communication Emphasis, That COMM 308 and INFO SCI 308 be cross listed
- l. Program Change Request: INFO SCI GAME : Game Studies Emphasis, That
- m. COMM 308 and INFO SCI 308 be cross listed. Approved
- n. English 213. Needed updates. Approved

November 17, 2016

The following Course/Program change requests were approved:

- a. Course Inventory Change Request ART 490: Contemporary Art. Requested designation of course as capstone. Changed program to ART-, change college to College of Arts, Humanities & Social Sciences-, changed budgetary name to Art and Design (AND-), change effective date to Fall 2016. Approved
- b. Course Inventory Change Request DJJ 349 : American Political Thought. Updated pre-reqs to allow students more options. Changed program to Democracy and Justice Studies-(DJJ-), changed college to College of Arts, Humanities & Social Sciences-, changed budgetary name to Democracy and Justice Studies-(DJJ-), change effective date to Spring 2017. Approved
- c. Course Inventory Change Request HUM BIOL 351 : Kinesiology. Changed periodicity to every fall, eliminated A "declared major and minor in Human Biology" from Pre-requisites, Changed program to Human Biology-(HUM BIOL-), changed college to College of Science & Technology, changed budgetary name to Human Biology-(HUM BIOL)-change effective date to Spring 2017. Approved
- d. Course Inventory Change Request Education 417: Philosophy of Athletics and Coaching. Changed periodicity and added instructor. Approved
- e. Course Inventory Change Request Education 419: Field Experience in Coaching. Changed prerequisites and added syllabus. Approved
- f. Course Inventory Change Request ILS 400 : Requested designation of course as capstone: Synthesis and Assessment of Learning. Requesting designation as WE course. Approved
- g. Course Inventory Change Request INFO SCI 308 : Information Technologies. Designated course as required. Updated prerequisites to Communication, Computer Science Information Science. Changed program to Information Sciences-(INFO SCI-), changed college to College of Arts, Humanities & Social Sciences-College, changed budgetary name to Information and Computing Science-(I COM SCI)-change effective date to Spring 2017. Approved
- h. Course Inventory Change Request THEATRE 142 : American Musical Theatre Dance. Requested Course Deactivation. Approved
- i. Course Inventory Change Request WOST 348 : Gender and the Law. Course Description was updated to fit course content/ unit curriculum, changed Program To Women's Studies-(WOST-), Changed College to College of Arts, Humanities & Social Sciences-Changed Budgetary Unit Name and Code to Democracy and Justice Studies-(DJJ-), Change Proposed Effective Date of Action to Spring 2017. Approved

December 1, 2016

The following Course/Program change requests were approved:

- a. Course Inventory Change Request DJJ 348 : Gender and the Law. Request: Course Description updated to fit course content/unit curriculum. Approved
- b. Course Inventory Change Request FNS 391 : First Nations Studies Capstone Seminar. Request to make course a capstone; change periodicity to spring odd years. Approved
- c. Program Change Request GLOBAL-I: Global Studies Minor. Request addition of Hum Studies 384 Perspectives on human values in other cultures as requirement for Global Peoples: nationality, ethnicity, race and religion emphasis. Rolled back to ask if only capstone option.
- d. Course Inventory Change Request HUM BIOL 318 : Reproductive Biology request change in catalog description; course will satisfy upper elective requirements for Human Biology and Biology. Rolled back needed to go to GEC. Back on the courseleaf pending approval list for next meeting.
- e. Course Inventory Change Request HUM BIOL 322: Epidemiology request change in catalog description; change periodicity to every spring, added recommended prerequisites Bio 201 with a grade of C or higher AND Bio 202 with a grade of C or higher; OR Hum Bio 202 with a grade of C or higher. Rolled back no instructor

- f. Course Inventory Change Request MATH 467 : Applied Regression Analysis request change in component of course from lab to lecture 4 credits. Reduce section size to 25, change required prerequisite to Bus Adm 216 ~~215~~ with at least a C grade. Approved
- g. Program Change Request MECH ET : Mechanical Engineering Technology request to remove prereq ET 106 and add ET 142 Introduction to Programing. Approved
- h. Course Inventory Change Request SOC WORK 340 : Strengths-Based Group Facilitation, new course proposal. Approved
- i. Course Inventory Change Request SOC WORK 342 : Psychopharmacology. New course proposal. Approved

February 2, 2017

The following course and program change requests were approved

- a. New Program Proposal. SOC WORK AODA : Social Work - AODA Emphasis. Held in queue until question about 342 is answered.
- b. New Course Proposal. SOC WORK 342 : Psychopharmacology. Rolled back asking if they thought about using an existing course Psych 310 Drugs and Behavior. This course is specific for AODA emphasis. Rolled back for instructor.
- c. Course Inventory Change Request. Course title and description change SOC WORK 300 : Professionalism and Teamwork in Social Work. Approved
- d. Course Inventory Change Request. PU EN AF 490 : EMBI Co-Op Experience. Change college to College of Arts, Humanities & Social Sciences--Periodicity change. Repeatable if topics differ. Approved
- e. Course Inventory Change Request. PU EN AF 390 : Colloquium in Environmental Sustainability & Business. Change college to College of Arts, Humanities & Social Sciences. This only modifies the course from repeatable to non-repeatable. Approved.
- f. Program Change Request. PSYCH-I : Psychology Minor. Added Psych 315 Cognitive Neuroscience as a core course choice in the category of Physiological/Cognitive. Approved.
- g. Program Change Request. PSYCH Sustain : Sustainability Emphasis. Added required core course Psych 417 Psychology of Cognitive Processes. Approved.
- h. Program Change Request. PSYCH MENTAL : Mental Health Emphasis. Added core course Psych 417 Psychology of Cognitive Processes. Approved.
- i. Program Change Request. PSYCH GENERAL : Psychology Major-General Emphasis. Added required core course Psych 417 Psychology of Cognitive Processes. Approved.
- j. Program Change Request. PSYCH GENERAL : Psychology Major-General Emphasis. Added required core course Psych 417 Psychology of Cognitive Processes. Approved..
- k. Program Change Request. PSYCH CULTURAL : Cultural and Gender Diversity Emphasis. Added required core course Psych 417 Psychology of Cognitive Processes. Approved.
- l. Program Change Request. PSYCH Brain Beha : Brain, Behavior, and Health Emphasis. Added Psych 315 Cognitive Neuroscience as a choice under Brain, Behavior and Health. Approved.
- m. Course Inventory Change Request. POL SCI 320 : Constitutional Law. Change college to College of Arts, Humanities & Social Sciences. Change number and catalog description. Approved.
- n. Course Inventory Change Request. MATH 385 : Foundations of Geometry. Change college to College of Science & Technology. Designate as capstone. Approved.
- o. Program Change Request. FNS : First Nations Studies Major. Course art 381. Add ART 381 America Indian Art to list of electives. Leave in queue checking to see if needs gen ed approval.
- p. Program Change Request. FNS-I : First Nations Studies Minor. Add ART 381 America Indian Art to list of electives. Leave in queue checking to see if needs gen ed approval.
- q. Course Inventory Change Request. FNS 391 : First Nations Studies Capstone Seminar. Change college to College of Arts, Humanities & Social Sciences. Change title to capstone. Change from lecture to seminar. Change periodicity to every spring. Change to be repeatable 2 times for maximum of 6 credits. Make capstone course for FNS majors. Approved.

- r. Program Change Request. ESL CERT : Teaching English as a Second Language. Change to College of Health, Education & Social Welfare. Approved.
- s. Program Change Request. DJS WOMENS : Women's and Gender Studies Emphasis. Change to College of Arts, Humanities & Social Sciences. Add DJS 221 American Law in Historical Perspective. To list of choices of supporting courses. PPROVED.
- t. Program Change Request. Course title change DJS LAW : Legal Studies. Change colleges to College of Arts, Humanities & Social Sciences. Change program title to Legal Studies. Add DJS 221 American Law in Historical Perspective To list of choices of supporting courses. Subject D skill Historical Research 6 credits category with two courses HUM STUD 200 Introduction to Digital and Public Humanities and HISTORY 290. The Craft of History.
- u. DJS 362. Power and Change in America and DJS 362 Power and Change in America as elective course choices. DJS 461 Social and Political Criticism as elective course choice. Eliminate History 302, 322, 354, 358, Art 376, Pol Sci 360 from elective course choices. Approved.
- v. Program Change Request. New Program Proposal. DJS JUSTICE : Criminal Justice. Approved.
- w. Program Change Request. DJS INTERNAT : U.S. and the World Emphasis.. Change to College of Arts, Humanities & Social Sciences. Add PHILOS 105. Justice and Citizenship in the Modern World as support course choice.. Subject D skill Historical Research 6 credits category with two courses HUM STUD 200 Introduction to Digital and Public Humanities and HISTORY 290. The Craft of History DJS 362. Power and Change in America and DJS 362 Power and Change in America as elective course choices. DJS 461 Social and Political Criticism as elective course choice. Eliminate History 302, 322, 354, 358, Art 376, Pol Sci 360, Pol Sci 312, PU EN AF 378, Socio 404 from elective course choices. Approved.
- x. Program Change Request. DJS AMERICAN : American Studies Emphasis. Change to College of Arts, Humanities & Social Sciences. Add DJS 221. American Law in Historical Perspective, PHILOS 102. Contemporary Ethical Issues, PHILOS 103. Logic and Reasoning, PHILOS 105. Justice and Citizenship in the Modern World as supporting course choices. Subject D skill Historical Research 6 credits category with two courses HUM STUD 200 Introduction to Digital and Public Humanities and HISTORY 290 The Craft of History. Elective course Pol Sci 318 Political Behavior Eliminate History 354, 356, 358, Philos 326, pol 360, pu en af 378.
- y. Approved.
- z. Program Change Request. DESIGN : Design Arts Major. Change college to College of Arts, Humanities & Social Sciences. Eliminate Design 375, add COMM 375. Communication Skills: Language of Metaphor. Approved.
- aa. Program Change Request. COMP SCI-I : Computer Science Minor. Change college to College of Arts, Humanities & Social Sciences. Approved.
- bb. Course Inventory Change Request. COMM 430 : Information, Media and Society. Change college to College of Arts, Humanities & Social Sciences. Change periodicity to every fall and spring. Approved.
- cc. Program Change Request. New Program Proposal. BIOLOGY MICRO : Microbiology Emphasis. Approved..
- dd. Program Change Request. BIOLOGY ECOLOGY : Ecology and Conservation Emphasis. Change to College of Science & Technology. Approved.
- ee. Course Inventory Change Request. BIOLOGY 322 : Environmental Microbiology. Change to College of Science & Technology. Approved.
- ff. Course Inventory Change Request. BIOLOGY 320 : Field Botany. Change to College of Science & Technology. Change in periodicity. This course will be taught in fall even years and will rotate with Plant Biodiversity (BIO 310). Approved..
- gg. Course Inventory Change Request. BIOLOGY 312 : Mycology. Change to College of Science & Technology. Change in periodicity, fall odd years. Approved..
- hh. Course Inventory Change Request. Course name change BIOLOGY 310 : Plant Biodiversity. Change to College of Science & Technology. Change in periodicity, fall odd years. Approved..

- ii. Program Change Request. ATHL COACH : Coaching Certification. Added 4 options under human bio. Approved..
- jj. Course Inventory Change Request. New Course Proposal. ART 384 : Asian Art. Added instructor. Left in queue to determine humanities approval.
- kk. Course Inventory Change Request. New Course Proposal. ART 383 : African Art. Left in queue to determine humanities approval.
- ll. Course Inventory Change Request. New Course Proposal. ART 382 : Precolumbian Art of Mesoamerica. Left in queue to determine humanities approval.
- mm. Course Inventory Change Request. New Course Proposal. ART 381 : Art of the First Nations. Left in queue to determine humanities approval.

March 2, 21017

The following course and program change requests were approved

- a. ACCTG 414 : Cost Managerial Accounting III. Course title change. Course description change. Increase contact hours from 3 to 4 Reduce section size. Change periodicity. Added instructor.
- b. ACCTG-I : Accounting Minor. Eliminated choices of 2 upper level courses, ACCTG 414 and added choices of 2 upper level courses.
- c. ACCTG : Accounting Major. Eliminated choice of ACCTG 312. Recommend approval.
- d. ART 106 : Three Dimensional Design Methods. Course title change. Change to college of College of Arts, Humanities & Social Sciences,.
- e. Art 202 – title change.
- f. ART 378 : World Art. Course deactivation.
- g. ART 381 : Art of the First Nations. New course proposal.
- h. ART 343 : Photography II. Change to College of Arts, Humanities & Social Sciences, change required prerequisites.
- i. ART 378 : World Art. Course deactivation requires.
- j. ART 381 : Art of the First Nations. New course proposal.
- k. ART 382 : Precolumbian Art of Mesoamerica. New course proposal. Suggest AAC review.
- l. ART 383 : African Art. New course proposal..
- m. ART 384 : Asian Art. New course proposal.
- n. ART 402 : Advanced Drawing. Removed required prerequisite, added art 304 a prerequisite choice.
- o. ART 410 : Advanced Painting. Change to College of Arts, Humanities & Social Sciences, added instructor..
- p. ART 421 : Advanced Sculpture. Change to College of Arts, Humanities & Social Sciences, added instructor.
- q. ART 431 : Advanced Ceramics. . Change to College of Arts, Humanities & Social Sciences, added repeatable 3 times, made capstone experience with focus on problem focused thinking, added instructor.
- r. ARTS MGT 455 : Practicum in Arts Management. Change to College of Arts, Humanities & Social Sciences, made capstone experience with focus on communication and problem focused thinking, added instructor.
- s. ARTS MGT 497 : Internship. Change to College of Arts, Humanities & Social Sciences, added repeatable 3 times, made capstone experience with focus on problem focused thinking, added instructor.
- t. ARTS MGT 497 : Internship. Change to College of Arts, Humanities & Social Sciences, added repeatable 3 times, made capstone experience with focus on problem focused thinking, added instructor..
- u. ART 443 : Advanced Problems in Photography. . Change to College of Arts, Humanities & Social Sciences, made capstone experience with focus on problem focused thinking. After talking to Alison Gates about reputability

v. ART 453 : Advanced Fibers/Textiles. Change to College of Arts, Humanities & Social Sciences, added repeatable 3 times, made capstone experience with focus on problem focused thinking, added instructor. After talking to Alison Gates about reputability.

w. ART 463 : Advanced Jewelry/Metals. Change to College of Arts, Humanities & Social Sciences, added repeatable 3 times, made capstone experience with focus on problem focused thinking, added instructor. After talking to Alison Gates about reputability

x. BAS-ILS EC EDUC : Early Childhood Education Emphasis. New Program Proposal, BUS ADM 202 : Business and Its Environment.

y. BUS ADM 216 : Business Statistics. Change to Austin E. Cofrin School of Business, changed prerequisite to Math 101, , added instructor,

z. BUS ADM 305 : Legal Environment of Business. Change to Austin E. Cofrin School of Business, changed prerequisite to sophomore status, revised instructor list,

aa. BUS ADM 334 : Logistics Management. Change to Austin E. Cofrin School of Business, changed section size to 35, change required prerequisite to Bus Adm 384 and Bus Adm major or minor or Acctg major or minor and an overall minimum GPA of 2.5,

bb. BUS ADM 371 : e-Entrepreneurship and Digital Management. New Course Proposal,

cc. BUS ADM 373 : Entrepreneurial Finance. . New Course Proposal,

dd. BUS ADM 378 : Leadership Transformation. New Course Proposal,

ee. BUS ADM 381 : Operations Management. Change to Austin E. Cofrin School of Business, change required prerequisite to Bus Adm 384 and Bus Adm major or minor or Acctg major or minor and an overall minimum GPA of 2.5, Added instructor,.

ff. BUS ADM 435 : Foundations of Strategic Information Management. New Course Proposal,.

gg. BUS ADM 436 : Analysis & Design of Business Information Systems. New Course Proposal, Approved

BUS ADM 305 : Legal Environment of Business, Change to Austin E. Cofrin School of Business, changed prerequisite to sophomore status, revised instructor list,

hh. BUS ADM 334 : Logistics Management. Change to Austin E. Cofrin School of Business, changed section size to 35, change required prerequisite to Bus Adm 384 and Bus Adm major or minor or Acctg major or minor and an overall minimum GPA of 2.5,

ii. BUS ADM 465 : Recruitment and Selection. New Course Proposal,

jj. BUS ADM 466 : Legal Issues in Human Resource Management. New Course Proposal,

kk. BUS ADM 481 : Entrepreneurship and Small Business Management. . Change to Austin E. Cofrin School of Business, changed prerequisite to junior status; Bus Adm major or minor or Acctg major or minor or Entrepreneurship Certificate..

ll. : BUS ADM 485 : New Venture Acceleration. New Course Proposal,.

mm. BUS ADM ANALYST : Business Analysis. New Program Proposal,

nn. BUS ADM FINANCE : Finance Emphasis. Added addition course choice on Finance Emphasis list.

oo. BUS ADM MANAGEMENT : Management Emphasis. Added BUS ADM 452 as choice of course.

pp. BUS ADM GENERAL : General Business Emphasis..

qq. BUS ADM HR MGMT : Human Resource Management Emphasis. Removed Human Resources required course, added two additional courses to list.

rr. BUS ADM MARKETING : Marketing Emphasis. . Added BUS ADM 452 as choice of course.

ss. BUS ADM SUPPLY SCM : Supply Chain Management Emphasis. Course title change, . Added BUS ADM 452 as choice of course.

tt. COMM SCI 145 : 21st Century Citizen. New Course Proposal,.

uu. COMM SCI 146 : GPS Spring Seminar. New Course Proposal,

vv. COMM SCI 99 : Math Preparation for Social Science Statistics. New Course Proposal,

ww. DANCE-I : Dance Minor. Change college to College of Arts, Humanities & Social Sciences, eliminated THEATRE 142 as supporting course and added THEATRE 372 as upper level course..

xx. DESIGN I: Design Arts Minor. Updated minor

yy. DJS 241 – updated course description.

zz. DJS 320 : Constitutional Law. Change college to College of Arts, Humanities & Social Sciences, revised course description, added instructor.

aaa. DJS-I : Democracy and Justice Studies Minor. Added DJS 221 as choice supporting course,

bbb. ECON : Economics Major. Eliminated ECON 406 and 308 and 412 as elective choices..

ccc. EDUC 333 : Curriculum & Assessment in Early Childhood. Changed catalog description, changed periodicity.

ddd. EDUC 446 : Trends in Bilingual Education. New Course Proposal, Suggest AAC review.

eee. ENG COMP 100 : English Composition I: College Writing. Change to College of Arts, Humanities & Social Sciences, . Changed catalog description, added instructor. ENG COMP 164 : English as a Second Language: Composition. Change to College of Arts, Humanities & Social Sciences,

fff. ENG COMP 93 : Fundamentals of Writing, . Change to College of Arts, Humanities & Social Sciences, Changed catalog description, eliminated IND contact hours, added instructor,

ggg. ENTREPREN : Entrepreneurship Certificate. New Program Proposal. Suggest committee review.

hhh. ENV POL PL PLANNING : Planning Emphasis. Added PU EN AF 202 as introductory course, eliminated GEOG 353,

iii. ENV POL PL POLICY : Public Policy Emphasis. Changed Effective Catalog Year . ENV POL PL-I : Environmental Policy and Planning Minor. Changed Effective Catalog Year .

jjj. ET 323 : Pollution Prevention. Change to College of Science & Technology, added instructor.

kkk. ET 330 : Hydrology. . Change to College of Science & Technology, added required prerequisite Math 104, added instructor.

lll. ET 331 : Water and Waste Water Treatment. . Change to College of Science & Technology, added instructor.

mmm. ET 334 : Solid Waste Management. Change to College of Science & Technology, added instructor.

nnn. ET 336 : Environmental Statistics. Changed Program name to Engineering technology.

ooo. ET 340 : Advanced Programmable Logic Controllers. . Change to College of Science & Technology, added instructor.

ppp. ET 342 : Supervisory Control and Data Acquisition. . Change to College of Science & Technology, added instructor.

qqq. ET 344 : Industrial Electronics and Control Human Machine Interface. Course title change, Changed Program name to Engineering technology, changed catalog description, added required prerequisite of ET 233 AND ET 324 or concurrent enrollment, added instructor. Suggest AAC review.

rrr. ET 348 : Electromagnetic Fields and Applications. Changed Program name to Engineering technology, Change to College of Science & Technology, added instructor.

sss. ET 350 : Data Communication and Protocols. . Changed Program name to Engineering technology, Change to College of Science & Technology, added instructor.

ttt. ET 390 : Mechatronics. Changed Program name to Engineering technology, Change to College of Science & Technology, added instructor.

uuu. FNS-I : First Nations Studies Minor. ART 381 not found. Not sure of what request is?

vvv. FNS : First Nations Studies Major. ART 381 not found. Not sure of what request is?

www. GEOG-I : Geography Minor. Change effective catalog year.

xxx. GEOSCI 340. Updated periodicity.

yyy. GEOSCI 402. Updated periodicity.

zzz. GEOSCI 492 : Special Topics in Geoscience Earth Science. Course title change. Change to college of Science and Technology. Change periodicity, repeatable, deleted 4 topic titles, added instructor.

aaaa. GEOSCI GEO SC : Geoscience Emphasis. Added GEOSCI 337, 350, 425 to upper level course choices. Eliminated ENV SCI 425..

bbbb. GEOSCI GEO-ED : Geoscience Emphasis for Students Seeking Teaching Certification. Eliminated GEOSCI 432, ENV SCI 425 from upper level course choices. Added GEOSCI 350, 425 and 450 to upper level course choices..

cccc. HISTORY 302. Updated Periodicity.

dddd. HISTORY 310 : American Colonial History. Change to College of Arts, Humanities & Social Sciences, changed periodicity, added instructor..

eeee. HISTORY 311 : History of Wisconsin. Course deactivation.

ffff. HISTORY 312 : The Early American Republic. , Change to College of Arts, Humanities & Social Sciences, , changed periodicity, added instructor.

gggg. HUM BIOL 403. Updated prerequisites and made capstone..

hhhh. HUM BIOL 426 : Cancer Biology. Change to College of Science and Technology. Change Periodicity. Added instructor.

iiii. HUM BIOL CYTOTECH : Cytotechnology Emphasis. Eliminated supporting course ENG 104. Added COMM 133 or 166, Any literature course, e.g., ENGLISH 104 Introduction to Literature, or One year of college-level foreign language as supporting courses, eliminated CHEM 311, 407, 409, HUM BIOI 360, 361, 403, 413, 422, 423, 426, 427, 444 as upper level human biology courses choices and added Biology 309, 345, 346, HIMT 330, NUT SCI 327, 350, 427, 486. Added PSCH 308, 435, 450 as choices for upper level electives.

jjjj. HUM BIOL EXERCISE : Exercise Science Emphasis. Change to College of Science & Technology. Eliminated ENG 104 as option, added Any literature course, e.g., English104 Introduction to Literature, eliminated several organic chemcis options and added CHEM 302/304 as option, added laboratory elective BIO 402, NUT SCI 329, eliminate upper level biology course choices BIO 307, 310, added BIOLOGE course 345, 407, 408, 410, 411, CHEM 303, 305, 330, 331, HIMT 330, NUT SCI 486, as upper level elective choices.

kkkk. HUM BIOL HEALTH SCI : Health Science Emphasis. Change to College of Science & Technology.

llll. HUM BIOL HUB-GEN : General Human Biology Emphasis. Change to College of Science & Technology. Eliminate ENG 104 as supporting course option. Add One year of any college-level foreign language. Eliminate PSYCH 300. CHEM 301. Add CHEM 20 and 304 as upper level choice, eliminate CHEM 408 as choice of laboratory course, eliminate CHEM 311, 407, 408, HUM BIO 310, 333, 324, 341 351, 360, 361, 402, 403, as upper level biology course choices.

mmmm. HUM BIOL NUT SCI : Nutritional Sciences/Dietetics

nnnn. HUM BIOL PUB HEALTH : Applied Public Health Emphasis. New Program Proposal.

oooo. HUM DEV 314 : Family Policy. Not sure of what request is.

pppp. HUM DEV 336 : Gender Development Across the Lifespan. Change

qqqq. HUM DEV 345 : Human Sexuality. Change of college to College of Arts, Humanities & Social Sciences. Revised catalog description. Added instructor.

rrrr. HUM DEV-I : Human Development Minor. Change of college to College of Arts, Humanities & Social Sciences. Added HUM DEV 494 as capstone and HUM DEV 499 as Travel Course.

ssss. HUM DEV : Human Development Major. . Change of college to College of Arts, Humanities & Social Sciences.

tttt. HUM STUD 333 : Utopia and Anti-utopia. Course Deactivation Proposal. Suggest approval.

uuuu. HUM STUD 334 : Perspectives on Human Values:The Ancient Classical World. Course title change. Change of college to College of Arts, Humanities & Social Sciences,. Revised catalog description. Changed to repeatable 1 time. Added instructor.

vvvv. HUM STUD 335 : Perspectives on Human Values:The Medieval World. Course title change. Change of college to College of Arts, Humanities & Social Sciences,

wwww. HUM STUD 336 : Perspectives on Human Values:The Renaissance. Course title change. Change of college to College of Arts, Humanities & Social Sciences, added instructors.

xxxx. HUM STUD 337 : Perspectives on Human Values: The Age of Reason. Course title change. Change of college to College of Arts, Humanities & Social Sciences, added instructors. Added instructor.

yyyy. HUM STUD 370 : Sustainability through the Humanities. New Course Proposal.

zzzz. HUM STUD 382 : Perspective on Human Values: Romanticism to Modernism. Change course title. Change of college to College of Arts, Humanities & Social Sciences. Eliminated required prerequisite HUM STUD 102 or 202, added instructors,

aaaa. HUM STUD 383 : The Perspectives on Human Values:Contemporary Cultural Issues World. Course title change. Change of college to College of Arts, Humanities & Social Sciences. Revised catalog description, made repeatable, added instructor.

bbbb. HUM STUD 384 : Topics Perspectives on Human Values in World Other Cultures. Course title change. . Change of college to College of Arts, Humanities & Social Sciences. Change periodicity. Eliminated 3 topic titles.

cccc. HUM STUD 385 : Perspectives on Human Values:First Nations Intellectual Traditions. Course title change. . Change of college to College of Arts, Humanities & Social Sciences. Added instructor.

dddd. HUM STUD 400 : Humanities Practicum. Not sure of what request is.

eeee. HUM STUD CULTURES : World Cultures Emphasis. New Program Proposal.

ffff. HUM STUD DIGITAL : Digital and Public Humanities. Change of college to College of Arts, Humanities & Social Sciences. ADD ENG 364, 333 as choices of upper level course,

ggggg. HUM STUD WEST CULT : Western Cultures Emphasis. Program Deactivation Proposal.

hhhhh. HUM STUD ANCIENT : Ancient and Medieval Studies Emphasis. . Change of college to College of Arts, Humanities & Social Sciences. Added HUM STUD 335 and 336 as upper level choices,

iiii. HUM STUD DIGITAL : Digital and Public Humanities. Change of college to College of Arts, Humanities & Social Sciences. ADD ENG 364, 333 as choices of upper level course,

jjjjj. HUM STUD WEST CULT : Western Cultures Emphasis. Program Deactivation Proposal.

kkkkk. HUM STUD 385 : Perspectives on Human Values:First Nations Intellectual Traditions. Course title change. . Change of college to College of Arts, Humanities & Social Sciences. Added instructor.

llll. HUM STUD 400 : Humanities Practicum. Change effective date. Suggest approval.

mmmmm. HUM STUD American – Program Deactivation.

nnnn. HUM STUD 384 Changed title, changed description.

oooo. HUM STUD ANCIENT : Ancient and Medieval Studies Emphasis. Change of college to College of Arts, Humanities & Social Sciences. Added HUM STUD 335, 336 as upper level choices,.

ppppp. HUM STUD CULTURES : World Cultures Emphasis. New Program Proposal.

qqqqq. HUM STUD DIGITAL : Digital and Public Humanities. Change of college to College of Arts, Humanities & Social Sciences. Add ENG 364, 333 Literature of Suffering as upper level course choice,

rrrr. HUM STUD-I ANCIENT : Ancient and Medieval Studies. New Program Proposal.

sssss. HUM STUD-I CULTRL : Cultures and Values Emphasis. Program Deactivation Proposal.

tttt. HUM STUD-I CULTURES : World Cultures Minor. New Program Proposal.

uuuuu. HUM STUD-I ENVIRO : Environmental Humanities. New Program Proposal.

vvvv. HUM STUD-I SF STUD : Science Fiction Studies. Change of college to College of Arts, Humanities & Social Sciences. Eliminate supportin course choices HUM STUD 201 and 202, add HUM STUD 100 and 201,

wwwww. LGBTQ Cert : Lesbian, Gay, Bisexual, Transgender, and Queer Studies Certificate.

xxxx. MATH 100 : Math Appreciation. Qualities as gen ed quantitative literacy.

yyyy. MATH 321 : Linear Algebra II. Change to College of Science & Technology. Added instructor.

zzzz. MATH 324 : Analysis II. Change to College of Science & Technology. Added instructor.

aaaaa. MATH 328 : Introduction to Algebraic Structures. Change to College of Science & Technology. Added instructor.

bbbbbb. MATH 355 : Applied Mathematical Optimization. Change to College of Science & Technology. Added instructor.

ccccc. MATH 360 : Theory of Probability. Change to College of Science & Technology. Added instructor.

dddddd. MATH 361 :l: Mathematical Statistics. Change to College of Science & Technology. Added instructor.

eeeeee. MATH 410 : Complex Analysis. Change to College of Science & Technology. Added instructor.

ffffff. MATH 431 GEC approved as capstone.

gggggg. MATH 467. GEC approved as capstone.

hhhhh. MATH 492 : Special Topics in Mathematics. Change to College of Science & Technology. Change default size to 35, Added list of instructors,

iiiiii. MIL SCI 183 : Military Conditioning. New Course Proposal.

jjjjj. MUS ENS 441 : Bands and Orchestra Concert Band. Course title change. Change to College of Arts, Humanities & Social Sciences. Catalog description change. Added topic title Studio Orchestra, added instructor,

kkkkk. NEW : International Environmental Studies Minor. New Program Proposal.

lllll. NUT SCI 421 : Community Nutrition. Change to College of Science & Technology. Assigned gen ed Communication (Written and Oral) Interdisciplinarity, Problem-focused Thinking.

mmmmm. NUT SCI 487 : Nutritional Science Seminar. Change to College of Science & Technology. Assigned capstone experience and gen ed Communication (Written and Oral) Interdisciplinarity Information Literacy Problem-focused Thinking.

nnnnn. PHILOS 251 : Ethics of Engineering and Technology. New Course Proposal.

ooooo. PSYCH 440. Changed prereq from junior to sophomore status.

ppppp. PU EN AF 250 : Introduction to Geographic Information Systems (GIS). Added rationale for impact on major. Need instructor.

qqqqq. SOC WORK 342 : Psychopharmacology. New Course Proposal.

rrrrr. SOC WORK AODA: New Program Psych courses are OK. Approved

sssss. THEATER MUSICAL : Musical Theatre Emphasis. Change to College of Arts, Humanities & Social Sciences. Deleted MUS ENS from choir chorus list, eliminated MUS ENS 165, 166, 261, 262, from music ensemble list, eliminated THETRE 141, 142 from Dance elective list, added THEATER 372 and Theater 364 to Theatre History slit.

ttttt. UR RE ST 100 : Introduction to Urban and Regional Studies. Change to College of Arts, Humanities & Social Sciences.

uuuuu. UR RE ST 102 : World Regions and Concepts: A Geographic Analysis. Change to

vvvvv. College of Arts, Humanities & Social Sciences.

wwwww. UR RE ST 201 : City Life and Globalization. Change to College of Arts, Humanities & Social Sciences.

xxxxx. UR RE ST 205 : Urban Social Problems. Change to College of Arts, Humanities & Social Sciences.

yyyyy. UR RE ST 210 : Drawing Systems for the Designer. Change to College of Arts, Humanities & Social Sciences.

zzzzz. UR RE ST 216 : Native American Landscapes: Imagined and Lived Spaces. Changed to college of College of Arts, Humanities & Social Sciences.

aaaaa. UR RE ST 360 : GIS and the Urban World.. Change to College of Arts, Humanities & Social Sciences. Changed Prereq GEOG Geog 250 or PU EN AF 250

bbbbbb. WOM STDY-I : Women's and Gender Studies Minor. Change to College of Arts, Humanities & Social Sciences. Deleted WOSTDYS, not approve yet, seek online rationale.

May 4, 2017

The following Course/Program change requests were approved:

- a. HIMT 330. Change College and periodicity. Approved by AAC chair on 4/24/2017
- b. COMM 308: Information Technologies. Change program, college, effective date, periodicity, added instructor.
- c. DESIGN : Design Arts Major. Deleted courses of old program Design 331-Graphic Design 1 and added list of new program requirements.
- d. 3. EDUC 363 : Introduction to the Art and Science of Teaching in Early Childhood. New course proposal.
- e. EDUC 425 : The Early Years of Literacy and Language Development. New course proposal.
- f. ET 211 : Digital Electronics. Course Deactivation Proposal.
- g. ET 311 : Digital Electronics. New course proposal.
- h. ET 330 : Hydrology. Changed required prerequisite from Math 104 to GEO SCI 202 with a grade of C or better.
- i. HIMT 330 : Healthcare I: Terminology & Body Systems. Changed college. Changed required prereq to Human Biology 102 with a C or better. Changed periodicity

- j. HUM BIOL 333 : Principles of Sports Physiology. Changed college and start date, Revised course description, changed required prereq to just Hum Biol 204 with at least a C.
- k. INFO SCI 308 : Information Technologies. Changed periodicity. Added instructor.

Personnel Council

No report received

General Education Council

Committee Members:

David Coury (co-chair), Amy Wolf (co-chair), Illene Cupit, Stefan Hall, Julie Wondergem, Denise Bartell (ex-officio), Donna Ritch (ex-officio)

The General Education Council met several times over the course of the year. We did not have a set meeting time, as it was difficult to find times when everyone could meet and, in fact, Sampath Ranganathan (PS) stepped down from the committee because he was unable to meet in the early morning or late afternoon due to other conflicts. Due to the amount of work involved this year with the GEC, we agreed at the beginning of the Fall semester that we would have co-chair: Prof. Coury would call the meetings and handle the reports and Prof. Wolf would focus on pushing course approvals through Courseleaf. As a result of the divided work load, we were productive in addressing several issues.

1. Course approvals: Prof. Wolf was efficient and timely in approving courses with minor changes and bringing others to the Council. We were thus able to avoid a backlog.
2. Learning Outcomes: at the beginning of the year, we realized that the Learning Outcomes for General Education did not correspond to the revised program and that there were several sets of outcomes. We spent Fall semester working on revising and streamlining the outcomes so they would be assessable and measurable and consistent on various platforms. These revised Outcomes were approved by Faculty Governance and the Senate.
3. Since the elimination of the position of Special Assistant to the Provost for Assessment, the responsibility for the assessment of General Education courses returned to the GEC. With the newly revised outcomes, we developed a Qualtrics survey that will allow simple but usable assessment data linked to the learning outcomes. It will be employed this year for our Gen Ed assessment.
4. Finally we also discuss re-visiting the course selection for General Education. While we met with the UC and re-affirmed the value and importance of a vibrant General Education program at UW-Green Bay, we agreed that programs should review the courses offered and consider eliminating some that are not the best fit for the Gen Ed program.

Graduate Academic Affairs Council

This was the first year of existence of the Graduate Academic Affairs Council (GAAC). The GAAC replaced the Graduate Studies Council (GSC). The GAAC is charged with graduate program and curricular review and approvals.

2016-2017 academic year GAAC members

Franklin Chen – NAS and ES&P graduate program

Timothy Kaufman – EDUC and ALTL graduate program

Lisa Poupart – HUS and ALTL, First Nation Studies graduate programs

Doreen Higgins – Social Work and MSW graduate program

Kevin Fermanich – NAS and ES&P graduate program

Gerald Mullen – student representative, ALTL graduate program

Mathew Dornbush – Director of Graduate Studies (ex-officio)

The GAAC met nine times during the academic year. Mary Valitchka (Graduate Studies Office) was a frequent guest attendee at the GAAC meetings. Professor Kevin Fermanich was elected chair at the August 2016 meeting and served as chair throughout the year.

In addition to new course approvals and course changes, major items that the GAAC reviewed and took action on included the new MS program in Athletic Training and HLC reviews of the new doctorate in First Nation Studies. The GAAC received program review documents for the MS in Applied Leadership for Teaching and Learning in May. The formal review of the ALTL will occur in Fall 2017.

The following actions were taken by the GAAC during 2016-2017:

Authorization to Plan the MS in Athletic Training	13-Sep-16	new program	endorsed
SOC WORK 712; Field I: Supervised social work practicum experience in a human service agency setting.	11-Oct-16	Change P/NP to graded status.	approved
SOC WORK 714; Field II: Supervised social work practicum experience in a human service agency setting.	11-Oct-16	Change P/NP to graded status.	approved
SOC WORK 716; Field III: Supervised social work practicum experience in a human service agency setting.	11-Oct-16	Change P/NP to graded status.	approved
SOC WORK 718; Field IV: Supervised social work practicum experience in a human service agency setting.	11-Oct-16	Change P/NP to graded status.	approved
NURSING 790: MSN Leadership Project	12-Oct-16	minor change to description	approved
SOC WORK 749: Contemporary Interventions in Social Work Practice	20-Dec-16	new course	approved
SOC WORK 751 : Social Work Practice in Schools	20-Dec-16	new course	approved
SOC WORK 753 : Strengths-Based Leadership and Supervision	20-Dec-16	new course	approved
Graded graduate level capstone or equivalent courses	20-Dec-16	allow use of "PR"	approved
SOC WORK 700: Gateway to the Profession of Social Work	8-Feb-17	new course	approved

MSW : Master of Social Work Advanced Curriculum	8-Mar-17	Added core course. Removed elective from foundation curriculum	approved
MSW: Master of Social Work	8-Mar-17	Added core course. Removed elective from foundation curriculum	approved
EDUC 646 : Trends in Bilingual Education	8-Mar-17	new grad cross listing	rolled back for additional info regarding graduate learning outcomes
MANAGMNT 736 : Analysis & Design of Business Information Systems	8-Mar-17	change to name, description and prereq	approved
NURSING 770 : Practicum I: Leadership Practices - Quality and Safety in Health Systems	8-Mar-17	credit change	approved
NURSING 772 : Practicum II: Leadership Practices - Change, Culture and Communication in Health Systems	8-Mar-17	credit change	approved
NURSING 774 : Practicum III: Transition to Leadership Role in Health Systems	8-Mar-17	credit change	approved
Graduate Catalog language change "Policy Regarding Undergraduate/Graduate Core Courses"	8-Mar-17	new language regarding ug/grad integrated programs	endorsed
EDUC 646 : Trends in Bilingual Education	5-Apr-17	new course	approved
April 11, 2017 -- All GAAC members participated in meeting with HLC reviewers as part of the site visit for approval of the Ed. D. in First Nation Studies.			
SOC WORK 753: Strengths-Based Leadership and Supervision	10-May-2017	Added admission to MSW program or consent of instructor prereq.	approved
SOC WORK 751: Social Work Practice in Schools	10-May-2017	Added admission to MSW program or consent of instructor prereq.	approved

Respectfully submitted September 11, 2017 by:
Kevin Fermanich, Chair GAAC 2016-2017

Committee on Committees and Nominations

The members of the 2016-17 CCN included: Aaron Weinschenk, Stefan Hall, David Helpap, Amy Wolf, and Aurora Cortes. At the start of the year, the committee selected a chair (Aaron Weinschenk).

The members of the CCN met several times during the 2015-16 academic year (12/5/2016), (3/3/2017), (4/20/17).

On 12/5/16, the CCN met to discuss disbanding 3 committees (recommended by the 3 committees). The CCN voted to disband those committees and submitted a memo to SOFAS with the outcomes of the CCN vote (unanimous vote to disband the 3 committees).

On 3/3/17, the CCN created the slate of candidates for the elected committees based on the results of the preference survey. On 3/29/17, Weinschenk presented the slate of candidates for the elected committees to the Faculty Senate. The Faculty Senate gave their nod of approval. The elections were held using a Qualtrics survey.

On 4/20/17, after receiving the results of the elected committees, the CCN selected candidates for the respective appointed committees. Those candidates were sent forward to the appropriate administrators (e.g., Provost, Chancellor) by SOFAS.

The CCN gratefully acknowledges the tremendous contributions of Holly Keener and Steve Meyer. Holly's work on creating a spreadsheet detailing the committees on which faculty already serve and including the committees on which faculty are willing to serve was a tremendous asset to the CCN. Holly made the committee's job much easier compared to previous years. Steve previously chaired the committee and attended all committee meetings to help the committee do its work as efficiently as possible.

Respectfully submitted,

Aaron Weinschenk,
Chair, Committee on Committees and Nominations

Committee on Rights and Responsibilities

Committee Members: Profs. T. Kaufman, A. Wolf, K. Malloy and M. Draney

The Committee on Rights and Responsibilities (CRR) met on Wed. Sept. 7th, 2016 from 4:00 PM to 5:00 PM in TH331. K. Malloy called this meeting to elect a committee chair, orient new members on the charge of the committee, and discuss any business that existed.

Members of the CRR elected Tim Kaufman to serve as committee chairperson for the 2016-2017 academic year.

Committee members agreed to meet again during the 2016-2017 academic year only if an issue arose, and they were called upon to do so. The CCR did not receive any additional business or requests during the 2016-2017 year. An initial meeting for the 2017-18 AY has been set for Wed. Sept. 6th from 3:00 PM to 4:00 PM in Wood Hall 430 Conference Room.

Tim Kaufman, Chair,
Committee on Rights and Responsibilities

Library Advisory Committee

No report received. The disbanding of this committee was approved by the Faculty Senate on December 14, 2016.

FACULTY APPOINTIVE STANDING COMMITTEES

Academic Actions Committee

During the 2016-17 school year, the Academic Actions Committee considered nine appeals from students who had been suspended from UWGB for academic reasons. The committee approved the appeals in five cases and denied the appeals in four.

In all cases in which appeals were approved, the AAC added stipulations, typically limiting the number of credit hours the student could take and requiring the student to use resources such as Tutoring Services, an academic advisor, the study table overseen by Mike Kline, and so forth. In many cases, the student was also informed that this was in effect his or her last chance—that no further appeals from this student would be considered after future semesters.

In three of the four cases in which appeals were denied, the AAC emphasized that it would advocate for the student's readmission to UWGB if the student earned at least 15 credits from another institution during the upcoming semester with a grade of "C" or better in all classes.

The AAC also considered a suggestion from a faculty member that in the future, the academic calendar be adjusted so that spring break at UWGB aligns with spring break in the Green Bay Public Schools. The goal of this suggestion was to help adult students who have children in the public schools and who have difficulty attending UWGB classes during the public schools' spring break because of child care issues. Voting members of the committee seemed to be about equally divided among favoring this suggestion, opposing it, and being uncertain or neutral. It was agreed that UWGB Registrar Dan Vande Yacht, at an upcoming meeting with Green Bay Public Schools officials, would ask how the date for spring break for the public schools was determined, so we would have some idea of how widely the dates would vary at UWGB if our school chose to align spring break with the public schools' break. It was also agreed that this coming fall, the AAC should strongly consider creating a survey for UWGB faculty and staff, both to see if the idea of adjusting the dates for UWGB's spring break enjoyed general support and to determine what advantages and disadvantages this change might present to the institution and its employees and students.

Intercollegiate Athletics Committee

The UWGB Intercollegiate Athletics Committee (IAC) determines major policy direction of the athletic program. It is the faculty and staff voice provided to insure the overall integrity of the athletic program in seven (7) major areas: Academics, Competition, Budget, Personnel; Governance, Recruiting; Amateurism & Financial Aid; and NCAA Certification.

Members of the Committee are:

Lisa Grubisha (Assoc. Prof-NS), David Helpap (Asst. Prof., PEA), John Landrum (Student Life), Steve Meyer (Assoc. Prof., NS), Christopher Paquet (Special Assistant and Chair), Wayne Resch (Community Member, Community Representative), Kristin Coulter (Asst. Prof. SS) Donna Ritch (Faculty Athletics Representative, ex-officio voting), Mary Ellen Gillespie (Director of Athletics, ex-officio non-voting).

The IAC annual meeting for the 2016-17 academic year was held on September 16, 2016:

Election of a chair for the 2016-17 academic year; Christopher C. Paquet was elected the chair of the IAC for the 2016-17 academic year.

Review of committee charge. The Committee reviewed its charge and mission statement, with a point of emphasis being that the IAC serves as the athletics' oversight committee required by the NCAA.

Report from Faculty Athletics Representative. The Horizon League forum held last May focused on mental health issues of the college athletes particularly as it relates to their transition from their athletic career to their professional career. The representative reported that a \$10,000 post-graduate scholarship was established to be granted annually to both a male and female Horizon League athlete who plans to continue on to graduate school. In 2015/2016 UWGB men's tennis team member, Rowan Isaac was selected to receive the men's scholarship.

Report from Director of Athletics. Kassie Batchelor was named Assistant Athletic Director for Compliance and Student Welfare, by unanimous vote, this position was granted *ex-officio* non-voting status for the Assistant Athletics Director for Compliance and Student Welfare on the Intercollegiate Athletic Committee. The Committee was provided an informational handout, which summarized the accomplishments of the Athletic Department in 2015-16. Of particular note was the outstanding academic record of the Phoenix athletes as a whole.

The Committee addressed concerns, which had been raised by faculty members regarding, practice times interfering with academic scheduling. At the conclusion of this discussion, Athletic Director Gillespie was going to address this issue with the coaches and respond to individual faculty members.

Respectfully submitted,

Christopher C. Paquet
Chair, Intercollegiate Athletic Committee

Individualized Learning Committee

Chair: Michael Rector (MUS)

Members: Ryan Currier (NAS), Mary Gichobi (ED), Pamela Gilson (Testing Services), Donna Ritch (Personal Major Advisor, Associate Dean), Sara Schmitz (HUB), Dean VonDras (HUD), Georjeanna Wilson-Doenges (HUD)

The committee met three times to consider four individualized major proposals. All four were approved, two with revisions. The courses of study included: Women's and Gender Studies, Technical Translation, Sports Management and Health Care Administration.

ACADEMIC STAFF ELECTIVE AND APPOINTIVE COMMITTEES

Academic Staff Committee

No report received from ASC

Academic Staff Personnel Committee

Committee Members: Kate Farley, John Gerow, Nora Kanzenbach, Bobbie Webster, Josh Goldman (Academic Staff liaison)

The Personnel Committee met once this year to meet each other, elect a chair, and review our charge.

The committee elected Nora Kanzenbach as the new committee chair.

We decided it would be best to meet at least once a semester and as needed for special assignments.

We reviewed the charge and discussed potential changes (highlighted in red). We recommend:

- Change “Classified” to “University Staff” to reflect accurately new staff designations
- In section B, change “annually” to “as needed” since conversions do not occur annually

Academic Staff Personnel Committee Charge

According to Article IV, Section C of the Academic Staff Governance By-laws, the responsibilities of the Academic Staff Personnel Committee are:

A) To review annually and provide recommendations regarding existing institutional guidelines for the conversion of positions, in accordance with UPG 7, from ~~Classified University Staff~~ to Academic Staff, and Academic Staff to ~~Classified University Staff~~.

B) To review ~~annually as needed~~ all conversions of positions from ~~Classified University Staff~~ to Academic Staff, and Academic Staff to ~~Classified University Staff~~.

C) To review annually, ascertain compliance with, and provide recommendations regarding existing institutional guidelines for vacant and/or new Academic Staff positions in accordance with UPG 7.

D) To serve as a hearing body in personnel issues, including but not limited to nonrenewal, denials of position conversion, dismissal for cause, complaints, and grievances, and submit findings to the Chancellor.

E) To review denials of the promotional process, as defined in the progression of Fixed-Term Appointments for Academic Staff.

F) To undertake related special assignments at the request of the Academic Staff Committee.

G) To submit all findings and recommendations to the Academic Staff Committee, for review and submission to the Director of Human Resources and the Chancellor.

Academic Staff Professional Development Allocations Committee

The Academic Staff Professional Development Allocations Committee activities for 2016-2017:

Approved a total of \$9005.24 for 22 requests.

\$7,927.68 in eligible expenses have been reimbursed

\$907.00 in awarded funds are not yet claimed

We also met with Mathew Dornbush and our Academic Staff Committee liaison Joe Schoenebeck regarding funding sources for “academic staff” with faculty status (nursing instructors for example). Are personnel with these titles also able to apply to faculty funds? The concern is a tightening pool of funding. Matt was researching sources of professional development funding pools and said he would report back to the committee. We have not received a response and recommend that next year’s committee pursue this again.

The committee also met regarding the physical system for approvals - whether to continuing to work through SharePoint or a different file-sharing system (led by Pat Theyerl). The committee was in support of continuing with the approval process currently in use and as seen below:

To approve on-line:

https://uwgb.sharepoint.com/sites/Committees/AcademicStaff/PDC/_layouts/15/start.aspx#/SitePages/Home.aspx

Log into the shared drive

Right click on the application

Click rename

In the name box, add your initials to the end of the application

Click save

Leadership & Involvement Committee

The primary charge for the Leadership and Involvement Committee (LIC) is to solicit academic staff (AS) to serve on various university elective and appointive committees, prepare ballots for elective committees, oversee the voting process and make recommendations to appointive committees. The LIC does this with coordination and assistance from SOFAS.

Challenges

The two-year terms served by committee members provides a challenge for the leadership of the committee. The frequent turnover affords very little experience to new members.

Though the LIC has worked with SOFAS to improve their processes over the past few years, there remains a challenge with the work flow and specific responsibilities. SOFAS has agreed to work with the LIC chair to establish a flow chart for the LIC and the Academic Staff Committee (ASC) with respect to filling and approving AS committee vacancies.

Accomplishments

In 2015/16, the LIC updated the Qualtrics Preference Survey to include space for academic staff to indicate why they would like to serve on a particular committee. The LIC saw better utilization of that space by AS completing this year's survey. The ballot now includes those comments as well as the AS positions at the university. This gave voters more information to cast their votes and served to help the LIC when selecting names to put forward for appointive committees.

The LIC met five times during the 2016/17 academic year (AY) to fill mid-term vacancies, review the preference survey prior to sending, to prepare the ballot and to recommend names for appointive committees. During the course of this AY, the LIC worked to fill 29 vacancies - four mid-term vacancies, nine AS vacancies on four elective committees, and 16 vacancies on nine appointive committees. The Preference Survey and elections went out in early February, elections were conducted and completed in March. All the names selected and put forth by the LIC for the various appointive committees were submitted to SOFAS and the ASC in April. The LIC notified all elected AS and AS appointed by the ASC (Leadership & Involvement, Professional Development Programming and University Student Leadership Committees) of their new assignments.

Academic Staff Professional Development Programming Committee

Members: Rebekah Vrabel (Chair), Lynn Rotter (Treasurer), Laura Delikowski (Secretary), David Cook, Jodi Pierre

Academic Staff Liaison: Eric Craver

Budget: \$5,000; estimated ending balance \$2,179 (as of 6/1/17)

For a third year, the ASPDPC and University Staff Professional Development Committee collaborated to deliver programming to both Academic and University Staff. Based on our interest survey results, we tried to provide a wide variety of topics to bolster staff's professional and personal goals. The committees meet together regularly to discuss options for speakers and events. The ASPDPC also meets individually as needed. All of our events this year were jointly planned and funded; this allowed both committees to expand professional opportunities across campus. This partnership has worked well and it is our hope to continue to collaborate to offer highly desired programs for the staff.

Activities/Participation by the committee:

1. Dealing with Disruptions (AS & US)

Presented by: members of Public Safety, Dean of Students Office, and Health & Counseling

September 28: 1pm-3pm – attendance: 17

October 6: 10am-12pm – attendance: 21

2. Identity Theft & Budget Boot Camp Workshops (AS & US)

Presented by: Chastity Hartl, Retail Product Specialist at Nicolet National Bank

November 16: 10:00am-11:30am for Identity Theft – attendance: 30

November 16: 1pm-2:30pm for Budget Bootcamp – attendance: 36

3. Improv on the Job & Teamwork, Communication, Creativity (AS & US)

Presented by: Comedy City

January 17: 2pm-3pm Improv on the Job – attendance: 53

January 17: 3pm-4pm Teamwork, Communication, Creativity – attendance: 45

Held by: AS & US

January 17: 4:30pm-6pm Comradery Happy Hour – attendance: approx. 20

4. Coaching for Performance (AS & US)

Presented by: Ben Fauske

March 16: 10am-12pm Coaching Challenges,

Communicating with Style & Healthy Conflict – attendance: 28

March 16: 1pm-3pm Core Competencies,

Strategic Objective Setting, Perf. Management & Talent Development – attendance: 25

5. Finding Resilience in Times of Ambiguity & Uncertainty (AS&US)

Presented by: Tina Hallis, Ph.D.

May 23: 1pm-4pm – attendance: 40

COMMITTEES APPOINTED BY THE PROVOST

Committee on Disability Issues

Members of the Committee on Disability Issues for the 2016-17 school year included:

- Christopher Paquet, Academic Staff, Risk Manager/Contracting Officer (15-18)
- Alison Gates, Faculty, Associate Professor (15-18)
- Theresa Mullen, Univ. Staff, Academic Department Assoc. (16-19)
- Paul Pinkston, Director of Facilities Management (*ex-officio, voting*)
- Kimberly Danielson, Affirmative Action/ADA, Human Resources (*ex-officio, voting*)
- Lynn Niemi, Co-Chair, Coordinator, Disabilities Services (*ex-officio, voting*)
- Greg Smith, Co-Chair, Student ADA Coordinator & Senior Counselor (*ex-officio, voting*)
- Not filled, Student Member, (16-17)

The Committee on Individuals with Disabilities met officially two times this year as a full committee.

Areas the committee addressed this year were as followed:

- Reviewed UW-Green Bay Assistance Animal policy (OP-42-161).
- Investigated University Theatre Assistance Listening Device.
- Reviewed UW System Policy 14-10 and addressed areas identified in the system policy to ensure UWGB was in compliance.
- Started the discussions of looking for an ADA student coordinator due to upcoming retirement. Also, looking at ways to strengthen ADA presence on our UWGB website.

The areas the committee would like to further evaluate for the 2017-18 year are as followed:

- Resolved assistance listening issue in the University Theatre.
- Complete the review of UW System Policy 14-10 and impacts to UW-Green Bay.
- Continue discussion on ADA student coordinator position and continue to look at ways to strengthen ADA presence on our UWGB website.
- Seek out stronger student representation.
- Review Cofrin Library remodel to ensure accessibility.

The co-chairs of this committee feel that it has been doing valuable work and is worthwhile. This committee, along with the support of campus' offices, are ensuring individuals with disabilities have access to our campus and events held.

University Assessment Council

No report submitted for the 2016-17 Academic Year.

Institutional Review Board

Meetings: During the 2016-2017 academic year, the IRB met **six** times. Not all scheduled meetings were held as there were months when there were no proposals requiring committee approval, i.e., requiring full IRB board review. Most meetings were held on Friday mornings, and they generally lasted from 1 - 2 hours.

Proposal Submissions: As of this writing, there were **seventy-three** requests for reviews submitted to the IRB (see attached summary spreadsheet). **Forty-seven** were submitted in the Fall (2016) and **twenty-six** in the Spring (2017). Thus far this summer there have been **four** submissions. The submissions for review include (mostly) new research proposals, but there were several requests for approval of modifications and/or extensions of previously approved proposals. The majority of the proposals were submitted as "expedited" or "exempt" status and reviewed by the IRB chair.

The proposals came from four main sources: (1) UW-Green Bay faculty who frequently were doing research with students; (2) undergraduate and graduate students enrolled in the UW-Green Bay (3) graduate students such as the Masters of Nursing and Social Work programs here at UW-Green Bay, and (4) other members of the UW-Green Bay community, e.g., directors of programs.

IRB Accomplishments during the 2016-2017 Academic Year

During this academic year, the IRB sought to clarify documents, respond to changing trends in research, and continue our work in making the protocol submission/evaluation process more efficient and less cumbersome for the researchers and the IRB chair. The following was enacted:

- The Chair of the IRB continued to work closely with the Associate Vice Chancellor for Academic Affairs and the University Services Associate in the Provost's office. They have been instrumental in the revision of functioning of the IRB and providing much needed support.
- The IRB began to examine the upcoming implementation of the CITI (Collaborative Institutional Training Initiative) training modules that will be implemented in the Fall of 2017.
- An official IRB email address (irb@uwgb.edu) was established for all submissions and correspondence.
- A new, more "user friendly" IRB protocol form was placed on the website alongside the old form. Starting in the Fall of 2017 only the new protocol will be used for submissions. All submissions now are electronic. The new protocol also uses electronic signatures.
- The Chair met with the Medical College of Wisconsin to discuss common IRB issues and potential collaboration. Other possible collaborations may be extended to Bellin School of Nursing.
- The Board approved a major restructuring of the position of IRB Chair. The position now is a part time administrative position paralleling the structure of the Chair of CATL. The Chair is appointed for 3 years with the possibility of reappointment based on the recommendation of the IRB Board. The members of the Board are to help set policy, serve as consultants and review Full Board protocols.

IRB Wish list for 2016-2017

- Smooth implementation of the CITI training.
- An IRB summit, hosted either by UW-Green Bay or by another UW system campus.
- Revision of the IRB website for easier access to information.
- Increased collaboration between the Research Council and Office of Grants and Research.

IRB Committee Members: Overall, the members of this [2016-2017](#) IRB demonstrated professionalism, commitment, and competence in carrying out the important charge of this body. Members included Illene Cupit (Chair), Regan Gurung, Brian Sutton, Leann Zhu, J.P.Leary and Christin De Pouw. Dr. Diane Fenster agreed to serve as our community member, and Christopher Pacquet, Risk Manager and Contracting Officer was our ex-officio member. In addition, we were fortunate to have Matt Dornbush, Associate Vice Chancellor for Academic Affairs and Director of Graduate Studies, Avery Garcia and Mariah Pursley (University Services Associates) provided much needed support and encouragement.

Members came to meetings prepared, and they approached the task of reviewing proposals in a spirit of problem solving and collegiality. They are to be commended for their efforts to facilitate the ethical treatment of human subjects participating in research conducted at UW-Green Bay!

Submitted by Dr. Illene N. Cupit, Chair

Instructional Development Council

Instructional Development Council

Report of activities for the Instructional Development Council for the 2016/17 academic year.

Membership: Kimberley Reilly, SS; Kaoime Malloy, AH; Heidi Fencil, NS; Mary Gichobi, PS, co-chair; Toni Damkoehler, AH; Jenell Holstead, SS, co-chair; Heather Herdman, PS; Mike Hencheck, NS; William Hubbard, ATS; Denise Bartell, Director of Student Success; Alison Staudinger, OPID Rep; and Caroline Boswell, Director of CATL

The full IDC met 4 times during the 2016/17 academic year to conduct the normal business of the council. With CATL re-established on campus, the IDC served as a supportive and advisory council to CATL. Grants/programs which were offered in 2016-2017 included TEG, SNTA, WTFS, UWGB Teaching Fellows, and the January conference. Subcommittees met regarding these programs 5 times in total over the year. Sabbatical requests were reviewed as a full council.

January Conference

Similar to past years, a January conference was facilitated by CATL. The IDC helped select break-out workshops that were included in the conference, and helped advertise the event to departments at faculty meetings. The conference was very successful and well-attended.

Teaching Enhancement Grants

Awards to this program were made in both the fall and spring semesters. In total across the entire academic year, there were 15 applications made to this program, requesting \$12,848.80 in funding. 14 applications were funded for a total outlay of \$10,002.55.

Student Nominated Teaching Awards

The IDC decided to only offer Student Nominated Teaching Awards in the spring semester. A large number of nominations were received for this award. Every nominee received a copy of the student comments, and winners in the early and advanced categories received their awards at the University Leadership Awards ceremony.

Online Teaching Fellows Program

In the spring of 2017, the Instructional Technologist within CATL put out a call for the online teaching fellows program. It is expected that a cycle of Online Teaching Fellows will be selected soon and will be held in summer 2017.

Wisconsin Teaching Scholars and Fellows

One teaching fellow and one teaching scholar were selected to participate in the 2017-2018 WTFS program. The 2016-2017 fellow and scholars successfully completed the program.

UWGB Teaching Scholars

Under the leadership of one director (as opposed to two in the past), this program successfully ran during the 2016-2017 school year with five scholars. Another call for the 2017-2018 school year will be released in the summer.

Faculty Sabbatical Recommendations

The voting members of the IDC reviewed and made recommendations regarding the applications for faculty sabbatical releases. As always, we determined whether each application was appropriate for funding given the criteria and length of sabbatical requested. Fourteen requests were received and the IDC recommended thirteen of the proposals to be funded.

Institutional Animal Care and Use Committee

The 2016-2017 season for the UWGB-IACUC has been completed.

Members of IACUC (2016-2017): Le Zhu (Chair/UWGB faculty), Robert Howe (UWGB faculty), Sarah Detweiler (UWGB faculty), Jill Fermanich (UWGB Safety Inspector), Thomas Baye (Community member), Patrick Warpinski (community member/veterinarian), Matt Dornbush (represented by Mariah Pursley).

1. Mr. Thomas Baye and Dr. Patrick Warpinski graciously agreed to continue to serve on IACUC as community representatives. Thank you both for your continued support!
2. Proposals reviewed:
 - a. One proposal entitled “Mammal Survey of the UW-Green Bay Campus and Cofrin Arboretum” was approved by the chair of IACUC through an expedited review process
 - b. Four proposals on fish research were reviewed and approved by the IACUC committee through a full-board review. Members who were unable to attend the full-board review meeting were invited to provide feedback via email.
3. Meeting frequency:
 - a. IACUC committee met one time for full-board reviews in March. We are experiencing a couple of “low years” for IACUC proposals. This could change due to multiple recent new hires in NAS and HUB.
4. Future discussions:
 - a. In January 2017 Le Zhu and Robert Howe met with Matt Dornbush, Associate Vice Chancellor of Academic Affairs, about establishing an independent IACUC website, improving proposal/protocol submission process, and using digital resources/software for training.
 - b. As of spring 2017, an independent IACUC website has been constructed and the proposal submission process has been reviewed. More work needs to be followed up in 2017-2018 to formally launch the IACUC website, and establish a process to follow up with PIs about a final report upon completion of each project.
 - c. A shared drive (access given for the current chair of IACUC and the Provost office) is now functional. The reviewed proposals during 2016-2017 can now be located on the shared drive. This is a helpful tool for future chairs of IACUC to ensure project integrity.
 - d. More information about CITI training modules will likely come from the Provost Office in 2017-2018.

Respectfully submitted by:

Le (Leanne) Zhu, PhD, Chair of the IACUC
Associate Professor of Human Biology, UWGB

International Education Council

International Education Committee 2016-2017 Annual Committee Report

Members of the International Education Committee (IEC):

Brent Blahnik (non-voting member; director of Office of International Education), Ryan Currier (faculty), Sarah Meredith Livingston (faculty), Sawa Senzaki (faculty), Mohammad (Upal) Mahfuz (faculty), and Janet Reilly (faculty). Christin DePouw (faculty) served as chair.

Meeting Times:

The International Education Committee met once in Fall 2016 and three times in Spring 2017 to conduct the normal business of the committee. The IEC met in Fall 2016 on December 1st. In Spring 2017, the committee met in person on February 17, March 31, and electronically on April 28th.

Committee Projects:

The committee engaged in several projects during the academic year:

- During 2015-2016, the IEC committee developed a white paper that addressed areas of concern raised by faculty and staff during listening sessions. However, the IEC determined that a memorandum of recommendations would prove more useful to the Deans in terms of clarity and brevity. Therefore, we adapted the white paper into the memorandum format.
- In addition to condensing the 2015-2016 white paper, the IEC developed a set of recommendations in regards to changes in faculty load and compensation, and the potential impact of these changes on faculty participation in travel courses and study abroad. We delivered the memorandum of recommendations via email to the four Deans in Spring 2017.
- The IEC reviewed its charge and worked to make the focus of the IEC relevant to the changing local, regional, national, and international climates in regards to international education. In particular, the committee discussed the impact of the 2016 presidential election on international student applications to U.S. universities, including UWGB, and investigated potential solutions to the drops in applications.
- The IEC also developed an evaluative rubric for the Office of International Education (OIE) in order to examine which study abroad and exchange partnerships were beneficial and which should be phased out. The rubric was completed and sent on to the OIE at the end of the Spring 2017 semester.
- Finally, the IEC voted to recommend that the Provost appoint Janet Reilly to serve as Chair of the IEC in 2017-2018.

Respectfully submitted by Christin DePouw (Professional Program in Education), chair of the International Education Committee.

University of Wisconsin-Green Bay Research Council

Annual Report 2016-17

Research, scholarship, and creative endeavor are core components of the UW-Green Bay's mission. For faculty members, research, scholarship, and creative activities are part of the expectations for gaining tenure and promotion, and for professional development. Support for ongoing and new research is also important to recruit new and talented faculty members. For students, both at the undergraduate and graduate level, participating in research activities with faculty members has shown to be one of the important high impact practices that helps with recruitment and retention of students. In addition, an increasing number of graduate schools and employment opportunities require research and scholarship experiences for students. Therefore, opportunities to support meaningful research, scholarship, and creative activities at UWGB are critical to maintaining a quality faculty and educational experience for students. This report summarizes the activities of the Research Council during the 2016-2017 academic year.

The UW-Green Bay Research Council consisted of Debra Pearson (Chair), Sawa Senzaki, Brian Welsch, Pao Lor, Jennifer Ham, and Mathew Dornbush (ex officio, guest administrator). The council met 12 times during the 2016-17 academic year. The Research Council helps foster research and scholarship at UW-Green Bay by awarding institutional Grants In Aid of Research and funding of Research Scholars.

The Research Council's work during the 2016-17 academic year consisted primarily of soliciting and judging proposals for these institutional awards. During the fall 2016 semester, the Research Council reviewed the charge of the Research Council and the current programs, and completed the revision work on the Research Scholars program that was begun by last year's Research Council. Throughout the academic year the Research Council had in-depth, ongoing discussions on the following topics; 1) ways in which the Research Council can promote and improve the dissemination of faculty scholarly and creative activities to the community and campus, and 2) discussion of the potential development of a UWGB statement on scholarship principles. The Research Council's discussion and recommendations on these topics are found in the minutes and were shared with Matt Dornbush.

2015-2016 Awards

Research Scholar: In past years this program provided a 3-credit course release to selected faculty for targeted research/scholarship projects, with a research scholar being selected in each semester. The number of applications for this program has been disappointing for a number of years. In an effort to increase the number of high quality applications and allow faculty to work on a more substantive scholarly/creative project that generates a tangible product, the Research Council revised the program as follows: 1) one Research Scholar (this could be one faculty member or a team of faculty working collaboratively on a project) will be awarded per academic year instead of a Research Scholar in each semester; 2) a larger monetary stipend of one-month summer salary up to a maximum of \$7000 for the Research Scholar, and 3) the expectation that a tangible product is produced. Complete details of the revised Research Scholars program can be found at: <http://www.uwgb.edu/rc/research-scholar.asp> During this 2016-17 academic year semester the Research Council awarded one research scholar application to a team of researchers (Drs. Cowell and Senzaki). This award was announced in late April. One important issue that was raised with the newly revised Research Scholars program is the late date of the call and the award announcement. Since the program requires that the awardee(s) begin/continue their proposed scholarly activities in the summer following the academic year, an April award announcement gives little time for the awardee(s) to potentially recruit students to work on the project, obtain potential IRB approval etc. So a strong suggestion for future years is to move the call date and award announcement to earlier in the academic year.

Grants in Aid of Research (GIAR): These small grants (up to \$900) support data collection and supplies as well as travel to conferences for research/scholarship presentation. This program has been very effective, funding hundreds of diverse projects by new and existing faculty. These grants are especially useful in supporting disciplines and areas of scholarship with limited external funding opportunities.

Fall semester awards: 18

Spring semester awards: 17

A list of 2016-17 awards is provided on the UW-Green Bay web site at:

<http://www.uwgb.edu/rc/>

Respectively submitted,

Debra Pearson, PhD, RD

Associate Professor, Human Biology – Nutritional Sciences

University of Wisconsin-Green Bay

**Technology Council
2016/17 Annual Report**

Purpose and Membership

The primary role of the Technology Council is to provide advice and recommend policy on technology-related issues. The Technology Council is advisory to the Provost and Vice Chancellor for Academic Affairs and her/his designee and serves the following functions:

- a. Recommends institutional policies related to information technology, including short- and long-term technology planning and the use of information technology in the academic program and support areas, management information systems, telecommunications, media resources, library automation, and distance education.
- b. Provides advice on major computing, instructional technology, management information systems, telecommunications, media resources, library automation, and distance education acquisitions.
- c. Conducts periodic assessment of technology resource utilization and needs.

The membership for the 2016-17 year include:

Chair – David Kieper
Academic Affairs – Clifton Ganyard
Advancement – Kimberly Vlies
Athletics – Mary Ellen Gillespie
Business & Finance – Paul Wikgren
Cofrin School of Business – Doug Hensler
College of Science and Technology – John Katers
Faculty Representatives –Brenda Tyczkowski, Jeffrey Benzow, Jeremy Intenmann
Liberal Arts & Sciences – Scott Furlong
Outreach & Adult Degree – Joy Ruzek
Professional & Graduate Studies – Susan Gallagher-Lepak
Student Affairs – Christina Trombley
Director of Health Services - Amy Henniges
Student Representative – None provided
Library Representative – Paula Ganyard

Activities for Academic Year 2016-17

The Technology Council did not meet during the 2016-17 school year.

Respectfully Submitted,

David Kieper

COMMITTEE APPOINTED BY THE DEAN OF STUDENTS

University Student Leadership Awards Committee

University Student Leadership Awards Committee 2016-17 Annual Report

Members: Faculty - Ioana Coman, Eric Morgan, Heidi Sherman; Staff - Katelyn Santy, Kay Voss, Jeff Willems; Students - Allison LeMahieu, Kyle Schneider;
Convener: Lisa Tetzloff, Director, Office of Student Life

In 2016-17, a total of 90 student leaders were recognized through the University Leadership Awards program—51 students earned University Leadership Awards, and 39 students received the Chancellor’s Leadership Medallion. The selection process takes place each semester and is very time consuming for committee members. They reviewed hundreds of pages of questionnaires, essays, and reference letters before meeting to determine the final list of award recipients. Their involvement in this process is critical and highly valuable.

December awards

Award	Number of nominees	Number of completed questionnaires	Number of recipients
University Leadership Award	42	29	9
Chancellor’s Medallion	23	16	7

May awards

Award	Number of nominees	Number of completed questionnaires	Number of recipients
University Leadership Award	221	136	42
Chancellor’s Medallion	72	52	32
Student Organization of the Year	5		Public and Environmental Affairs Council
Student Organization Service Project of the Year	1		Phoenix Philanthropy Club-Steps to Make a Difference Walk

The selection committee recommends that we discontinue reference letters for the Chancellor’s Medallion nominees. The letters historically have not influenced decisions very much because they are universally “glowing.” The nominees’ questionnaires have been key to decision making. Our plan is to pilot this change for 2017-18 and then evaluate it for the future.

We are also considering discontinuing the student organization awards because we get very few nominations and award recipients tend to repeat.

Respectfully submitted by: Lisa Tetzloff at 465-2464 or tetzloff@uwgb.edu.

COMMITTEE APPOINTED BY VICE CHANCELLOR FOR BUSINESS AND FINANCE

Health and Safety Committee

HEALTH AND SAFETY COMMITTEE APPOINTED BY VICE CHANCELLOR FOR BUSINESS AND FINANCE

The committee met Oct 11, 2016 and March 21, 2017.

Committee members include; Lisa Schmelzer (USPA, TRIO, University Staff), Dana Stueber (Health Educator, Couns and Health, Academic Staff), David Helpap (Assistant Professor, SS, faculty), Dave Bugni (Custodian, University Staff), Lynn Rotter (University Ticketing and Information Center Manager, Academic Staff), Julie Wondergem, Associate Professor, NS, Faculty), Amy Henniges (Director Counsel & Health), Paul Pinkston (Director Physical Plant), Sheryl Van Gruensven (Vice Chancellor for Bus and Finance), , Tom Kujawa (Director Protective Services, Chair), Jill Fermanich (Environmental Health Specialist), Jolene Truckenbroad (Pay & Benefit Specialist, HR Representative). Dawn Sprister and Fiona Somers (Students).

Other Attendees: John Arendt (Assoc. Admin Program Spec), , Scott Schroeder (Police Services Assoc.), David Jones (Police Officer)

Purpose: The University of Wisconsin-Green Bay Health & Safety Committee was established to advise the Vice Chancellor for Business and Finance on issues relating to the health, safety, and wellness of the university community.

The committee addressed the following:

Mandatory Key Audit for all employees. Goal to collect all unused keys and be ready for fall implementation of new key system. Approx. 70-90 employees still need to complete.

Electronic Exterior Door Update – half the exterior doors are complete with next phase scheduled for completion fall 2017. All the doors with the exception of the Union will be on new system. Exterior card readers may be installed depending on funding.

Interior cameras installed - are not monitored live and do not have sound capabilities. Limited access to those outside Public Safety.

Building Hours and Access Policy distributed and scheduled for fall 2017 implementation. Highlights of policy:

- Main building hours – doors open 6a- lock at 11p- students out by midnight – employees approved by Dean/Director can remain in buildings
- Rare circumstances students can be in closed buildings
- Buildings with Managers (Kress. Library, Housing, Union) set their own hours
- Buildings closed on legal holidays
- Unsupervised access to labs, studios require blue pass
 - Will work with Risk Manager Fermanich to approve protocols

Computer labs will continue to be open for the same hours. Some weekend GAC hours will be shortened and the Library will be extended to provide access to computers.

First Aid kits will be managed by Jill Fermanich. Small First aid kits to be mounted by AED'S

Dealing with disruption training offered in September, October and February

Tornado drill scheduled for April 20th at 1:00pm

Parking Hut too be razed in summer

Park gates to open April 1st

Ballistic Vests and helmets - Public Safety attempting to find donor to equip department.

Crosswalk signage added in Residence Life – found inadequate during Chancellor’s Walk

Distracted Driving on campus discussion

Smoking Policy - Fiona Somers new Student Gov’t Rep will work with Amy Henniges on Smoking policy.

Respectfully Submitted,

Tomas J. Kujawa
Committee Chairman

Facilities Management Committee

No report received. The disbanding of this committee was approved by the Faculty Senate on December 14, 2016.

Wellness Committee

Wellness Committee

2016-17 Annual Summary Report

Committee Members include:

- Amy DePeau, Student Health Nurse, Counseling & Health Center Representative
- Samantha Goeller, Fitness Coordinator, Kress Center Representative
- Megan Olson Hunt, Assistant Professor, Faculty Representative 2015 – 2017
- Lisa Schmelzer, University Services Program Associate, University Staff Representative 2016 - 2019
- Jolene Truckenbrod, Payroll & Benefits Specialist, Human Resources Representative & Chair
- Bobbie Webster, Natural Area Ecologist, Academic Staff Representative 2016 - 2018

Committee Charge:

The Wellness Committee was founded in 2012 and is committed to promoting and supporting programs that foster the wellness of the campus community.

Events/Activities:

- Coordinated **CSA** (Community Shared Agriculture) Program for employees with onsite pick-up location.
- Worked with A'viands and Chartwells to promote availability of **healthy food and beverages** on food carts and in dining locations.
- Worked with Student Government to ascertain interest in **campus smoke free initiative**.
- **Bellin Run** – Provided registration discount to employees registering as part of UWGB team, provided T-shirts to UWGB Bellin Run team members, offered onsite Bellin Run packet pickup, and recognized employees who ran in Bellin Run.
- Represented UWGB at **Wellness Forum** at Lambeau Field.
- Worked with **UWGB Dietetic Interns** to provide work experience, welcomed their attendance at committee meetings, and provided table for them at Benefits & Wellness Fair.
- Applied for and received a \$1,200 grant from the Department of Employee Trust Funds for Bellin Run registration fee employee discount, UWGB Bellin Run team T-shirts, and **mindfulness classes** for employees.
- Coordinated **Healthy Potluck** where employees brought healthy food to share, and enjoyed lunch together.
- Led employees on a **group walk on Arboretum trails** over lunch hour during Employee Appreciation Week.
- Maintained HR Connect **Wellness blog** with articles, recipes, events and activities (<https://blog.uwgb.edu/hr/category/wellness/>).
- Coordinated annual **Benefits & Wellness Fair** with over 30 vendors and over 100 employees attending.
- Coordinated annual **onsite health screening event** with 200 employees participating, and promoted \$150 wellness incentive for completing health screening and online health assessment.
- Coordinated Fall 2016 **Step Challenge**, making pedometers available to employees and providing recognition and incentives to employees for walking/running.
- Coordinated Winter 2017 **Fitness Challenge** at Kress Events Center - provided incentives and recognition to employees who visited Kress during winter break.

- Coordinated Spring 2017 Arboretum Poker **Walk Challenge** providing incentives and recognition to employees who walk/run/bike the arboretum trails during this five week challenge.

Lunch ‘n Learns:

- Bellin Run – Couch to 10K
- Chartwells Cooking Demo – Butternut Squash Soup
- Chartwells Cooking Demo – How to Make Kombucha
- Choose This, Not That
- Clean and Simple Nutrition
- Demo of StayWell portal
- Healthy Eating for Effective Weight Loss
- Holistic Practices for Chronic Conditions
- Intro to Health Coaching
- Kroc Center – Nutrition & Fitness
- Primary Prevention for a Healthy Back
- Sleepy Hollow Farm - Community Shared Agriculture (CSA)
- Sound Science for Sound Sleep
- Stress and Your Physical Health
- Stretch & Flex
- The Myth of Cholesterol
- Wellness Champions - Stress Management

Why is wellness important to UWGB employees?

- Employees who are healthy physically and mentally are happier, more productive, have better attendance, more engaged, and are enjoyable to work with!
- UW System is moving to a self-insurance model in 2018, so containing and reducing medical expenses will be more crucial than before.
- Wellness challenges, incentives, events, and activities promote community among employees, improving morale and reducing turnover.

CHANCELLOR APPOINTIVE COMMITTEES

Council on Diversity and Inclusive Excellence

No report received

University Planning and Innovation Council

No report was submitted for the 2016-17 Academic Year. This committee was disbanded by the Chancellor, Spring 2017

Committee on Student Misconduct

No report received

UNIVERSITY STAFF ELECTIVE AND APPOINTIVE COMMITTEES

University Staff Committee

University Staff Governance Committee Membership 2016-17	
University Staff Committee Julie Flenz (Human Resources Liaison) Holly Keener (Secretary) Fred Kennerhed Ron Kottnitz (UWS University Staff Rep) Jan Snyder (Chair) Tina Tackmier (Treasurer) Teri Ternes Amanda Wildenberg (Vice Chair)	Personnel Committee Brenda Beck Nathan Carlton Julie Flenz (Human Resources Liaison) Jayne Kluge Sue Machuca (Chair) Helene Rosner
Election Committee Holly Keener (Chair) Ron Kottnitz John McMillion	Professional Development Committee Nathan Carlton Kim Mezger Sarah Pratt Teri Ternes (Chair) Crystal Williams

The University Staff Committee has been meeting the third Thursday of every month from 10:00-11:30, with occasional special meetings for discussions requiring timely decisions. In addition to the 7 elected members and 1 HR liaison, the chairs of each of the 3 subcommittees typically attend the meetings or send a committee representative.

The highlight of our 2016-17 activities was the affirmative vote by the university staff body to put forward a University Staff Emeritus/Emerita Status Proposal to Chancellor Miller, and receiving his approval. This accomplishment will result in recognition and privileges for retiring university staff with 10 or more years of service. The criteria will appear in a joint statement of emeritus status for academic staff and university staff in the Employee Handbook.

The yearly University Staff Assembly, held on February 16, 2017, was attended by 44 university staff members. Associate Provost Clif Ganyard opened the meeting with a welcome and update on the current state of campus affairs. Other presentations included university staff opportunities for shared governance and campus committee involvement; reports from each of the committees on their activities for the current year; updates on the employee handbook development, UPS policies, and other HR news.

The USC Chair and the Personnel Committee have been continuing work with Human Resources to develop an employee handbook that pertains to all employees, as well as creating embedded bookmarks and links to resources specific to each of the shared governance groups. We also provided feedback for a second review of the Complaint and Grievance Policy.

During the review of the Complaint and Grievance Policy, questions arose regarding the role and responsibilities of the Personnel Committee in disciplinary, complaint, and grievance matters. The Personnel Committee met with the Human Resources Director to discuss these issues. No changes will

be made to the bylaws at this time, and the Personnel Committee Chair will report the outcome of the meeting in her yearly report to SOFAS.

Telepresence meetings with other UWS University Staff Council members were at a minimum this year, as most of the issues common to UW University Staff employees were discussed at the monthly UWS University Staff Representative meetings in Madison and reported back to campus committees.

The USC Chair co-presented at a shared governance session at the Supervising for Success workshop in April, explaining the importance of shared governance, the role of the university staff governance body, and opportunities for staff involvement.

A subcommittee was formed to develop a university staff governance website (www.uwgb.edu/univstaffgov), and it is currently up and running. However, shortly after implementation we were informed that the campus would be migrating to a new campus website platform. During this interim period, we are storing meeting agendas, minutes, and other documents to share with other university staff members on a SharePoint site. We are also storing working documents for use only by university staff governance committee members on a separate folder within that site. The USC also has an Outlook email account (usc@uwgb.edu), with access granted to the [Chair and Vice Chair](#).

An interest survey was generated by the Election Committee in February for the purpose of determining interest in open governance positions, as well as for serving on other campus committees. A ballot was created and online elections were completed in early April.

All current and incoming members will convene in June for an informal luncheon, and a transition meeting will be held in July to select USC officer positions and committee chairs for the other 3 committees. The USC will retain its meeting schedule of the 3rd Thursday morning of each month for the 2017-18 fiscal year beginning in August, and the other committees will determine their meeting schedules soon.

Respectfully submitted,
Jan Snyder, Chair
University Staff Committee

University Staff Election Committee

University Staff Governance Committee Membership 2016-17
Election Committee Holly Keener (Chair) Ron Kottnitz John McMillion

The University Staff Elections Committee met four times this year to discuss University Staff committee vacancies, distribution of the annual committee Interest Survey, assembly of the Elective Committee ballot and the nominees for the various appointive committees. We worked closely with the Secretary of the Faculty and Staff (SOFAS) to make sure all eligibility requirements were met and proper balloting procedures were followed.

Of particular concern this year:

The Interest Survey participation was severely lacking this year. We had 35 / 179 university staff complete the survey. This level of participation doesn't leave a lot of room for shared governance "by the majority." Increasing workloads on the job are causing even our most active employees to reconsider participation. There's just not enough time to do the additional tasks, let alone play a defining role in the "extras." The committee would like to urge the SOFAS and university administration to consider offering an additional stipend or some form of work release for people who are willing to chair the University Staff Committee.

Respectfully submitted by:

Holly Keener, Chair
University Staff Elections Committee

University Staff Personnel Committee

Committee Annual Report 2016-17

The University Staff Personnel Committee members (Sue Machuca, Brenda Beck, Nathan Carlton, Jayne Kluge, Helene Rosner and Christine Olson, Human Resources Liaison) attended monthly telepresence meetings with other UW University Staff Council members and discussed UPS issues and policies as they relate to University Staff. The USC and Personnel Committee members, including our Human Resources liaison, completed the work on a new employee handbook and shared governance handbook. The new handbook released May 2017. Major discussion took place to help define the role of the committee during the complaint and grieve procedure. A change in wording was made to the policy and letters sent by HR during the process. The Personnel Committee members continue to work with our membership to answer questions, provide feedback or clarify policy questions as needed.

University Staff Professional Development Committee

Committee Members: Nathan Carlton [2016-18], Kim Mezger [2016-18], Sarah Pratt [2015-17], Crystal Williams [Interim 2016-17]

Members of the University Staff Professional Development Committee held regular monthly meetings, generally the 2nd Monday of the month in TH 335B, 1:30-3PM [July 11, August 8, September 12, October 10, November 7, December 12, 2016; January 9, February 13, April 10, May 8, 2017] in addition to several special meetings for the past year. From June – October 2016, our meetings were primarily to plan our annual fall conference, which was on October 28, 2016, at the Tundra Lodge, Green Bay Wisconsin. Our wrap-up conference meeting was on November 7, 2016. Attached is a copy of the agenda and speaker bios for your reference. Plans for the 2017 conference, scheduled for October 20, 2017, have started.

In addition to the regularly scheduled PDC meetings, the committee met with the Academic Staff Professional Development Programming Committee [8/2, 10/11, 12/6/16; 2/8, 4/5/17] to plan/debrief joint leadership workshops. The workshops, held on campus, are open to all Academic and University Staff. At our final meeting, scheduled for 6/15/17, we will debrief the April workshop and discuss the final workshop planned for July. We have already scheduled our first workshop for '17-18, "Dealing with Disruptions", on August 29 & 30th. This workshop will be open to Faculty as well as Academic and University Staff. Documentation for the '16-17 workshops is attached.

Professional Development Funding: The University Staff Professional Development Committee received & approved 17 requests for professional development funding for a total payout of \$4849, exceeding our 102 funds by \$1399. One request is pending reimbursement due to a conference date of 6/7-9/2017. The committee continues to look for professional development opportunities for University Staff; we are always open to suggestions.

Social: The committee arranged a winter social at Stillmank Brewing held on February 2, 2017. USC provided a taco bar; there was a cash bar. It was a great time for a few laughs, rekindling old and new friendships with co-workers. We hope more will attend in the future.

Our summer USC networking meeting, scheduled for June 15, is at Lambeau Cottage. At this time, we will recognize outgoing officers for their service and welcome newly elected officers. Chartwell's will cater the lunch.

Respectfully submitted by: Teri Ternes, Chair, University Staff Professional Development Committee

JOINT GOVERNANCE COMMITTEES

Learning Technology Collaborative Committee

Membership

Committee Chair: Kate Farley

Committee Members: Francis Akakpo , Maruf Hossain, Fred Kennerhed, Hye-kyung Kim, Luke Konkol, Sarah Pratt, Monika Pynaker, Kimberley Reilly, Joy Ruzek, Rebekah Vrabel.

Ex Officio: Caroline Boswell, William Hubbard

Committee Charge

1. Develop and promote channels of communication between the learning and instructional technology staff and the faculty and students.
2. Make suggestions regarding the operational support required for instructional technologies at UW-Green Bay at an institutional level.
3. Evaluate learning and instructional services to identify efficiencies and possible areas of improvement.
4. Explore and exchange ideas about new, existing, and maturing technologies.
5. Advocate for the support of the University's instructional technology budgetary, professional development, and support needs as necessary.
6. Act as an advisory group to the Director of Academic Technology Services and the Director of Adult Degree Programs.
7. Provide policy recommendations to the Technology Council as needed.

Summary of Committee Activities:

The Learning Technology Collaborative Committee was able to explore what "The Learning Environment" includes. Many of the meetings highlighted the changing nature of the learning environment and what we consider to be a part of it; including, but not limited to the learning technology that enables students to access materials outside of a physical classroom, like a learning management system.

Upon first meeting, the LTCC discussed the committee charge, and had some feedback regarding membership and voting districts. The committee was originally formed to advise the Director of Academic Technology Services, and the Director of the Adult Degree Program (ADP). ADP has since been absorbed into different departments throughout campus, so the LTCC has been awaiting feedback from SOFAS about revised membership.

The rest of our meetings centered around how to best teach within the learning environment (all modalities: face-to-face, hybrid, and online), and helped us to discuss different initiatives for UW System that required feedback from faculty and staff. Some of our meeting topics included a discussion about an RFP from UW System, and new web conferencing tools. Luke Konkol (committee secretary) reviewed the classroom response system options available through the bookstore, and brief overview of resources for using these tools well. Bill Hubbard presented information about "active learning classrooms" and asked faculty for feedback about the kinds of setups or technology that would enable them to use the space more effectively. At our final meeting, Bill asked the committee to solicit feedback from their colleagues in order to get a more representative sample across campus about this issue. The Learning Technology Collaborative Committee was able to gather feedback from their peers in order to advise how to incorporate technology thoughtfully into the classroom.

Awards & Recognition Committee

No report received

Legislative Affairs Committee

No report received. The disbanding of this committee was approved by the Faculty Senate on December 14, 2016.

Committee on Workload and Compensation

The members of the 2016-2017 CWC were: Adam Gaines (C), Deb Strelka, Lisa Schmelzer, Jayne Kluge, John McMillon, Andrew Meyer, Jan Malchow, Katrina Hrivnak, Patricia Terry, Tim Kaufman and Deborah Furlong.

The CWC met twice this year, on Oct. 25, 2016 and May 8, 2017.

On 10/25/16 the committee discussed the dormant nature of the committee and to what extent we wanted to become more active or consider changing/disbanding the committee.

On 5/8/17 the committee met and incorporated ideas from the UC and SOFAS to revise our charge to better reflect the goals of the group and needs of the University. We also began coordinating with Christine Olson in HR for the upcoming rollout of the Title and Total Compensation Study from System.

The committee thanks David Voelker and the UC for guidance in reactivating the group and focusing our charge for next year, which already looks to be much busier for the committee.

Adam Gaines, Chair
Committee on Workload and Compensation