

## Minutes

### University Committee Meeting

University of Wisconsin-Green Bay

October 16, 2013

Cofrin Library 750

Attendance: Greg Davis (Acting Chair), Mimi Kubsch, Ryan Martin, Steve Meyer, Cristina Ortiz (minutes).

Excused: Bryan Vescio.

Guests: Secretary of Faculty Abbot, Chancellor Harden, Student Government President Mohammad and Provost Wallace.

Meeting called to order at 3:00pm.

- I. Minutes for the September, 29<sup>th</sup> and October, 9<sup>th</sup> of 2013 meetings were approved after minor typographical changes were made.
- II. Announcements:
  - a. Courseleaf implementation Committee. Greg Davis announced that Susan Gallager and himself will be the on this committee. The first meeting will be scheduled some time in November.
  - b. CWC Update. Ortiz informed that the CWC letter has been sent to the administration.
- III. 3:15pm meeting with Chancellor Harden:
  - a. Chancellor Harden spoke about his upcoming budget presentation to Faculty Senate and requested input from UC members about issues that senators might want to see addressed at the presentation. UC members suggested the inclusion of the following:
    - i. Description and explanation of the various existing funds and how different accounts operate.
    - ii. Clarification of how the budget allocation was done during the summer.
    - iii. Explanation of what is the institutional thinking when the state recalls funds.
    - iv. Address institutional preparedness for “what’s next” in terms of potential cuts.
    - v. Clarify in what way the strategic plan guides the way the institution deals with budget issues.
    - vi. Inform about the Capital Campaign and how those funds can or cannot be used to alleviate some of the problems caused by budget cuts.

Chancellor Harden took note of these issues and expressed that in general terms he envisions the Fall presentation to Senate to be informative and with the purpose of providing Senate with a general understanding of the finances.

- b. The next item discussed with Chancellor Harden was the reconstituted Planning and Budget Council (PBC). Chancellor Harden informed that the new PBC will be

smaller and will have a better mix of faculty and staff and less administrative representation than the previous one. The new Council will be composed by three faculty, two academic staff, one classified staff, a student representative, the Vice Chancellor for Business and Finance, the Provost and the Chancellor. Chancellor Harden sees this reconstituted Council as a better venue for faculty and classified and academic staff to be heard and to ask questions. The Chancellor requested the UC the names of six faculty nominees from which he will select three to serve. The UC asked that at least one of the members appointed be a member of the UC. The UC will elaborate the list of six potential members for the Chancellor at the next meeting. The Chancellor's idea for this reconstituted Council is to have them review the strategic plan on an annual basis, so that budget decisions support the plan.

- c. Finally, the Chancellor shared with the UC that the President of the University System and the Regents decided to give a raise to all Chancellors across the system, which Chancellor Harden opposed as he believes that this is not the right time to raise the salary of administrators. Nevertheless, the Regents voted to approve the raise in closed session. As a result, Chancellor Harden has decided to start an endowed scholarship with the money destined for his raise. Members of the UC commended the Chancellor for this gesture.

4:00pm Meeting with Provost Wallace:

- a. Provost Wallace asked the input of the UC members regarding what they consider to be the most effective communication strategy to dispel rumors when they start circulating across the campus. The suggestion from UC members was to use the existing chain of command and inform Deans, who then will inform Chairs etc. rather than sending, for instance, an all-campus message.
- b. UC Acting Chair Davis communicated that UC Chair Vescio was eager to know who the new Athletic Director is going to be. Provost Wallace said that there will be an announcement made by the end of the week.
- c. There was some conversation about pro-active strategies that UW-Green Bay is undertaking to attract more students in order to off-set the enrollment decrease due to demographic changes (ie MOOC on Packers, LOC, CCHS programs, etc).

4:30pm Meeting with Scott Furlong:

- a. There was a discussion around the institutional need to have a policy addressing conflict of interest, in particular the practice of using self-authored books or requesting students to purchase materials that will produce a financial gain to the faculty teaching a course. Dean Furlong wants the UC to develop a policy that will prevent these and similar practices. The policy will be included in the Faculty Handbook.

4:45pm Meeting with Cliff Abbot:

- a. The agenda for the next Faculty Senate meeting was discussed.
- b. Abbott informed members that concerns have been brought to his attention about committees whose charges might need to be revised (LITC and Academic Actions Committee). The UC shared that members of the LITC were invited at the last UC

meeting and they discussed their concerns with the current charge expressing the need to perhaps split the current LITC into two distinct committees. Cliff Abbott will inform the Committee on Committees of this issue with the request to investigate these matters further.

- c. Davis asked Abbott if there could be better ways to inform people that they have been appointed to a committee, such as sending an individual e-mail. Abbot agreed to send e-mails to individuals notifying them that they have been appointed to committees.

Meeting adjourned at 5:05pm

Respectfully submitted by Cristina Ortiz