



UNIVERSITY of WISCONSIN
GREEN BAY

University Committee Meeting Minutes

Wednesday, October 21, 2020

Present: Julie Wondergem (Chair), Devin Bickner, Mark Klemp, Jim Loebel, Jon Shelton, Heidi Sherman, Alison Staudinger

Guests: Sherri Arendt, Kate Burns, Clif Ganyard, Susan Grant Robinson, Holly Keener, Sue Machuca, Steve Meyer, Valerie Murrenus Pilmaier, Mary Kate Ontaneda

1. Approval of Minutes

Minutes from the October 7, 2020 meeting were approved.

2. Update for Fall 2020

- With respect to a second automatic extension of the tenure clock, Kate indicated that she had discussed with Christopher Paquet the concept of a tenure-track faculty member banking a good year toward tenure during this pandemic. He indicated that could not be done.
- The UC discussed with Kate the concerns faculty have about being evaluated in such a disruptive and stressful period such as the current semester and last Spring. Kate indicated her preference for units to develop guidelines for reviewing faculty in this period. The UC expressed concern that there could be wide variety in the guidelines developed by units across campus and asked if it might be possible for the Provost's Office to issue a statement requesting that units conduct "compassionate reviews" just as the UC and Senate encouraged compassionate grading last Spring. The discussion concluded with Kate agreeing to check with other campuses in the System as to whether post-tenure reviews were being deferred and asking the UC to develop concrete suggestions for evaluating faculty in merit reviews, tenure cases and post-tenure reviews.
- The budget lapse for the current fiscal year is \$1.5 million which will have to be returned by the end of the year. This will be accomplished through travel reductions, furloughs and use of some reserves.
- Regarding EFMLA, an employee's years of service would not be affected. However, use of EFMLA could affect the average of the three highest years of earnings. The EFMLA policy will continue through December 31, 2020. Whether it will continue is not certain at this time. A FAQ page on EFMLA will be developed for the website.



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GREEN BAY

3. Workload Adjustment Policy

Kate and the UC discussed that IAS are not eligible for reassignments under the proposed faculty workload policy. However, their contracts could be rewritten to substitute redesigning a course for one of the nine courses they are required to teach.

Kate indicated she liked the direction the workload adjustment policy was taking to grant reassignments for faculty to redesign courses. Redesigning courses to be equity-minded and incorporate high impact practices would be consistent with the University mission of being an access university. However, she could not guarantee that there would be 25 reassignments per semester or year for four years as it would be costly to offer that many reassignments. She also stated that faculty would not be able to receive overload assignments in the same semester they were receiving a course reassignment.

The UC proposed that a committee of four faculty (one from each College) would develop criteria and evaluate proposals for a reassignment for course redesign. This committee would make recommendations for awarding the reassignments and the Deans and chairs would determine which courses would get reassigned. The UC discussed whether it would be possible for reassignments to occur in Spring 2021. With the Spring 2021 Schedule of Classes being published on November 2 and preregistration starting November 9, time is of the essence.

After Kate left to attend another meeting, the UC discussed the timeline for finalizing the policy, establishing a committee, and sending out a call for proposals so that faculty could get course reassignments for redesigning courses in Spring 2021.

4. Introduction of Susan Grant Robinson, Cabinet Liaison for Internal Affairs

Susan introduced herself and provided background on her 30 years of experience in higher education, including positions at the University of Michigan and Kennesaw State University. Susan indicated she would be focusing on three initiatives – Advising, Scholarships, and Digitization. The UC welcomed Susan and Julie indicated that she would send Susan the weekly agenda so that Susan could determine when it would be beneficial to attend UC meetings.

5. Assessment Committee Update

Clif Ganyard introduced Valerie Murrenus Pilmaier, a member of the English Department who teaches in Sheboygan and is UWGB's Assessment Coordinator for 2020-2022. Clif indicated Valerie had been a valuable contributor to Project Coastal and had substantial experience in assessment. Clif stated that with no Assessment Coordinator for five years, it was difficult to



UNIVERSITY of WISCONSIN
GREEN BAY

properly maintain assessment. He also indicated he was aware of workload issues, but with HLC accreditation in less than a year, we needed to get assessment going and he wanted the Assessment Committee to come occasionally to the UC and/or Senate to provide updates.

Valerie stated that the assessment of institutional learning outcomes was solid and that there were a substantial number of rubrics from 2014-2015 that could be used. To make assessment as easy as possible, the Committee would pick one general education learning outcome and select the highest enrolled courses in Fall and Spring to assess that outcome over a three-year cycle. Assessment of one institutional learning outcome would take place in Fall and Spring this year.

Valerie stated that the University Assessment Committee would consist of:

- a. Assessment Coordinator
- b. Director of CATL
- c. GEC Chair
- d. Institutional Researcher
- e. Four faculty representatives (one from each domain – AH, SS, NS, PS)
- f. Two representatives of co-curricular programs.

In response to whether the pandemic would affect the HLC's schedule for site visits, Clif indicated that the HLC had stated that it would keep to its schedule as closely as possible. Clif also stated that we are being scheduled for a visit next year because of the significant changes that have occurred with the merging of Green Bay with the additional locations.

7. Liaison Reports

- a. Sherri Arendt stated the Academic Staff was preparing for an assembly in December.
- b. Sue Machuca stated that the University Staff would be discussing layoffs in Facilities and workload issues for University Staff.
- c. Julie Wondergem announced that Joan Groessl would replace Jim Loebel upon his retirement in December.
- d. Jon Shelton updated the UC on the developments concerning the outsourcing of the work performed by the grounds crew. The UWGB-United Executive Council sent a letter to the Chancellor that a number of faculty signed. Jon and Adam Gaines met with the Chancellor concerning the process by which the decision concerning the grounds and the Arboretum was to be made. The Chancellor invited all who signed the letter to meet to discuss the matter and Jon indicated he would send a link to the UC so that members could attend if they wanted to.



UNIVERSITY *of* WISCONSIN
GREEN BAY

The meeting was adjourned at 4:58 pm.

Respectfully submitted by Jim Loebel

APPROVED 10/28/2020