

## UW-GREEN BAY FACULTY SENATE ACTIONS AND RESOLUTIONS - 2009-10

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[Memorial Resolution](#) for Professor Emeritus Jerry Dell

9/16/2009

## MEMORIAL RESOLUTION

of the University of Wisconsin-Green Bay on the Death of

### PROFESSOR EMERITUS JERRY DELL

Jerry Dell, Professor Emeritus of Communication and the Arts (Communication Processes/ Art), died on April 22, 2004. He is survived by his wife, Virginia Dell of Green Bay, recently retired from long service as an editor in UWGB's Office of Marketing and University Communication.

Professor Dell was born in Pittsfield, Illinois in 1937. He served in the US Air Force from 1955 -1959 as an Integrated Electronic Control Technician in Japan, Okinawa, Morocco, Spain, Italy and Libya. Upon his return to the United States, he began work as a television newsman, writer, and photographer while completing his B.A. in English at the University of Illinois. He continued English studies at the State University of New York at Buffalo. It was at a commercial station in Buffalo that he later wrote, edited, and directed local news coverage, film specials and documentaries, specializing in the arts and urban problems. These early experiences signal his later interests: an investigation of the notion of documentary truth, an integration of media, and an engagement with real-life concerns.

Jerry and Ginny Dell spent 1967 - 1968 in Europe, camping throughout fourteen countries. Jerry wrote to his sister from Spain: "... [T]he face of the tired, worn Old World seems less scarred by man than does our New World. . . I almost think one must leave America to know it. . . much of the nonsense that passes for Americanism at home scales away, and you see more clearly the real values and the real troubles as well." This, too, forecasts his abiding interest in the landscape, not merely as pictorial subject, but in the extended sense that would come to be known as environmental, and his use of the visual as a revelation of what lies beneath.

In the same letter, Professor Dell traced his progression through photography from the technical side learned in the Air Force to cinematographic work in television, and beginning still work of "recording" pictures that "show what it was and what it looked like. . . I was deeply moved by Paris . . . but I could not "record" the Paris I saw. So one afternoon I set out to really capture Paris on film. I didn't cover much area . . . But I worked hard on each picture, waiting to get the right sun and waiting for people and things to get in the right place. I was worried about those pictures, because if they weren't good, I would have no excuse. But they worked the way they were supposed to. . ."

Upon their return, Jerry was hired as a Media Specialist/English Instructor at the SUNY Urban Center in Buffalo, followed by independent work in photography and light sculpture while constructing and operating a machine and steel fabrication shop for Washington-Fillmore Iron Works in Buffalo. This, too, parallels his simultaneous engagement of the aesthetic and pragmatic, the constructed and the real, that would inform his life-long embrace of interdisciplinarity.

In 1973, Professor Dell was hired as a lecturer at UW-Green Bay. He continued in that position until 1979, when he was promoted to Assistant Professor, then to Associate Professor in 1982, and to Full Professor in 1991, and retired as professor emeritus in Communication and the Arts in Spring 2003. During his tenure at UWGB, he developed and guided the interdisciplinary curriculum in photography, designing and teaching

courses ranging from the photography studio sequence to Elements of Electronic Media and Time Duration Visual Media. The latter courses (coupled with his receipt of a Faculty Development grant to attend the MIT Summer Session Computer Workshop on Visual Communications in 1983, signal his early interest in varied technologies of image-making and his commitment to remaining current. His devotion to the program was absolute, and his promotion of an integrated approach to communication across diverse media was tireless.

Professor Dell was a dedicated teacher, creating a following of students who called themselves “Jerry’s Kids.” While the program produced many professional photographers working in varied aspects of the industry, his contributions to teaching may perhaps be best evinced by his many students who went on to teach at universities across the United States. His efforts were acknowledged by the Midwest Society for Photographic Education when they named him the 1999 Honored Educator at their annual conference. His approach to photography may be gleaned from his syllabus for Introduction to Photography, which lists the course concerns as “1. How photographs are made. 2. How photographs are seen, and 3. How photographs are valued.” This reflects his ongoing interest in photographs not only as technical problems, nor as simple documents or mere aesthetic objects, but as investigations grounded in the physical and social networks that constitute the world. It was this rich set of possibilities that Professor Dell sought to instill in all his students. His own research exemplifies these concerns. He spent over ten years as a visiting artist at the University of Oregon Photography Workshop at the Malheur Field Station, developing an intimacy with the landscape that gave rise to numerous photographic series. He exhibited extensively, including exhibitions like *Human Relationships with Space and Time: Photographic Artists Exploring Landscapes Past, Present, and Future* at Lehman College, City University of New York, in conjunction with their international interdisciplinary conference “Environmental Issues for the 21<sup>st</sup> Century” in 1995. In 1998 he was one of seven photographers selected by the State Historical Society of Wisconsin to produce images based on historical photographs as a celebration of the State Sesquicentennial, published as *Wisconsin Revisited: A Rephotographic Survey*. The Wisconsin Academy of Sciences, Arts and Letters awarded him the Dresen Award for Creativity and Excellence in Photography in 1993, and twenty photographs from his *Manifest Destiny* and *Natural Acts* portfolios were included in the Ilford videotape *Contemporary Black and White Photographers* (vol. 1). He was similarly active in presenting at conferences, writing, and in curating the biennial *Midwest Photography Invitational*, a national touring exhibit originating at UWGB’s Lawton Gallery.

In the Fall 1993 issue of the *Wisconsin Academy Review*, Professor Dell wrote “I find my interests most revealed on backroads, in backcountry, and on backlots. I find excitement there. These are action zones, analogous to edges where natural forces meet—land and sea, forest and grassland, and in this instance, humans and the rest of nature. . . . I rarely photograph phenomena that are widely remarked upon or widely recorded as marvelous or terrible. Others capture the obvious well enough.” This statement encapsulates Professor Jerry Dell’s approach and legacy: to avoid easy sentiment, to help students transform vague stirrings into tangible statements, and to re-present the world that we might better understand and appreciate it.

Professor Carol Emmons  
Arts & Visual Design (Art)

Faculty Senate New Business 4(b)  
16 September 2009

## Waitlist Proposal

Proposal: Students may add their names to the automated waitlist in SIS until the semester begins, but not once the semester begins. The waitlist process will run through the eighth calendar day of the semester. For example, if a semester begins on a Tuesday, then the waitlist process will run through the second Tuesday of the semester. The administrative drop option for instructors will remain available through the same period.

Rationale: Currently, the waitlist process is supposed to run through the first Friday of any given semester. But if a semester begins on a Friday, then the waitlist process ends after the first day of the semester, meaning that it is discontinued before the first meeting of Tuesday-Thursday classes, Monday-Wednesday-only classes, or evening classes. By leaving the waitlist process running through the eighth calendar day, the current proposal would normally allow all MWF, MW, or TR classes to have met at least twice before the waitlist process ends, thus allowing instructors the option of performing administrative drops for those students who were absent the entire first week and who did not contact the instructor. According to the undergraduate catalog, "Failure to attend classes during the first week of the semester may result in an administrative drop by the instructor." Students on the waitlist would then be added in place of those who were on the roster but who had not attended class during the first week.

The proposal extends the waitlist process to the eighth calendar day, rather than cutting it off after one week, to allow instructors an extra day to check attendance records and perform administrative drops after the first week is complete.

In certain cases—this semester with Mondays, for example—even making the waitlist available until the eighth calendar day after the semester begins will not assure that *all* classes have met before the waitlist becomes unavailable. But these cases will be rare, and tolerating them may be preferable to extending the waitlist process into the third week of classes, as would be necessary to accommodate Monday night classes this year.

## RESOLUTION ON UNIVERSITY OMBUDSPERSON

WHEREAS an official request for the designation of a University Ombudsperson was made by the Committee for Equality of Women in the UW System-Green Bay campus in their report dated April 2001; and

WHEREAS UW-Green Bay Administration designated the current University Legal Counsel to take on the responsibilities of an Ombudsperson; and

WHEREAS official complaints have been registered in regards to a bias to protect University interests inherent in the position of Legal Counsel, defeating the neutrality necessary to the position of Ombudsperson; and

WHEREAS the position of University Legal Counsel has since been eliminated;

THEREFORE BE IT RESOLVED, that the Faculty Senate of the University of Wisconsin-Green Bay requests that University Administration create an impartial Ombudsperson position to provide Faculty and Academic Staff with a neutral and confidential resource for work related complaints and mediation. We further recommend that this position become an official duty of the Secretary of Faculty and Academic Staff with the following charge:

The University Ombudsperson acts as a neutral agent in disputes brought forward by Faculty and Academic Staff, informally assisting in resolving concerns related to academic rights, responsibilities and work environment and fostering communication between members of the campus community. The Ombudsperson will serve as a confidential advisor to help Faculty and Academic Staff to determine the viability of specific complaints and issues and will direct individuals to appropriate offices, committees, and University rules and policies. All inquiries will be confidential unless the Ombudsperson is given permission by the complainant to go to a third person or unless University policy and the law may require disclosure of information. The Ombudsperson will avoid any issue in which there may be a conflict of interest on his or her part. Should a conflict of interest be identified, the University Committee will designate a substitute Ombudsperson. Recourse to the Ombudsperson is voluntary and not a prerequisite for consideration of the dispute by the Committee on Rights and Responsibilities or the Office of Human Resources.\*

\*language borrowed from the Policy Manual of the University of North Texas.

Faculty Senate New Business 4(d)  
16 September 2009

**Faculty Senate Document #09-03, Approved 10/14/2009**

UC Proposal for UW-Green Bay Faculty Representative

During the academic year, monthly meetings are held in Madison by representatives of governance groups from each of the UW campuses. The meetings involve issues of common concerns across the system, reports of issues specific to each campus, and a joint meeting with System administrators. Most importantly, the Faculty Representatives meetings offer opportunities for networking and the sharing of information. Traditionally, the Faculty Representative from UW-Green Bay has been the University Committee Chair, but the increasing responsibilities of this position and the fact that it is only a one year term have put constraints on the ability of the UW-Green Bay faculty representative to engage in full participation. Thus, in order to have greater continuity of the position, and to further engage the UW-Green Bay Faculty Senate in matters of shared governance, it is recommended that the UW-Green Bay Faculty Representative come from the ranks of the Faculty Senate, with a two year commitment of service.

**Code Changes to Chapters 3 and 51 With Proposed Additions Highlighted and Proposed Deletions Crossed Out:**

FACULTY PERSONNEL POLICY PROCEDURES

UWGB CHAPTER 3 FACULTY APPOINTMENTS

UWGB 3.01 TYPES OF APPOINTMENTS.

1. Faculty appointments carry the following titles: professor, associate professor, assistant professor, and instructor. Faculty appointments are either tenure or probationary appointments.

UWGB 3.02 RECRUITING.

Recruiting for faculty shall be the responsibility of individual departments or administrative units. The faculty shall develop procedures relating to recruitment of members of the faculty, after consultation with appropriate students and with the appropriate Dean(s) and/or the Provost/Vice Chancellor for Academic Affairs (hereinafter referred to as Provost/Vice Chancellor). These procedures shall be subject to the approval of the Chancellor. Recruitment shall be consistent with State and Federal laws regarding nondiscriminatory and affirmative action procedures and provide for departmental peer review and judgment in the recruiting process.

UWGB 3.03 LETTER OF APPOINTMENT

**Each person to whom a new appointment is offered must receive an appointment letter in which an authorized official of the institution details the terms and conditions of the appointment, including, but not limited to, duration of the appointment, salary, starting date, ending date, general position responsibilities, probationary or tenure status, and crediting of prior service. Accompanying this letter for new faculty shall be an attachment detailing University and System rules and procedures relating to faculty appointments. If the appointment is subject to advance approval of the Board of Regents, a statement to this effect must be included in the letter.**

UWGB ~~3.03~~ 3.04 APPOINTMENTS – GENERAL

Probationary appointments are made by the Chancellor only upon the affirmative recommendation of an interdisciplinary unit executive committee and the appropriate Dean(s), and in consultation with the Provost/Vice Chancellor. Tenure appointments **and promotions to tenure**, in addition, require the advice of the Personnel Council. If an appointment is to be divided among several interdisciplinary units or between an interdisciplinary unit and University Extension (a "collaborative appointment"), one interdisciplinary unit shall be the principal sponsor of the recommendation for appointment and the responsibility for that appointment is with the principal sponsor.

UWGB ~~3.04~~ 3.05 TENURE APPOINTMENTS

Tenure appointment means an appointment, one-half time or more, for an unlimited period normally granted to all professors and associate professors and to other members with faculty appointments designated as having tenure by the Board of Regents.

1. Except as provided under 2., the Board may grant a tenure appointment upon the affirmative recommendation of the appropriate interdisciplinary unit, the appropriate Dean(s), and the Chancellor in consultation with the Provost/Vice Chancellor, via the President of the System. The privilege of serving on unit executive committees and the authority to vote on personnel, budget, and curriculum matters is associated with the awarding of tenure rather than with rank. Neither the Chancellor nor the appropriate interdisciplinary unit executive committee nor Dean may base a tenure recommendation upon impermissible factors, as defined by the Board by rule.

2. The Board may grant a tenure appointment without the affirmative recommendation of the appropriate interdisciplinary unit executive committee and Dean if all of the following apply:
  - a. The Board has the affirmative recommendation of the Chancellor.
  - b. The Committee on Rights and Responsibilities, on appeal, has reviewed the negative recommendation of the interdisciplinary unit or Dean, and finds that the negative decision was based upon impermissible factors, as defined in UWS 3.08 and UWGB ~~3.10~~ **3.12**.
  - c. The Board has the affirmative recommendation of a special faculty committee appointed by the Chancellor, only after all normal reconsideration and appeal procedures have been exhausted, to review the individual's record with reference to criteria for tenure as published in the Faculty Handbook. No person may be appointed to the special committee unless the person is knowledgeable or experienced in the individual's academic field or in a substantially similar academic field. No member of the special committee may be a member of the individual's interdisciplinary unit if that body made the negative decision. The special committee may not base its tenure recommendation upon impermissible factors, as defined in UWS 3.08 and UWGB ~~3.10~~ **3.12**.
- 3. Personnel Council Advice on Tenure Appointment. Before an appointment is made within an interdisciplinary unit to a position of tenure or to associate professor where tenure had been granted previously at a lower rank, the appropriate Dean(s) shall seek the advice of the Personnel Council.**
- 4. Tenure is not acquired solely because of years of service. Provisions as to duration of the probationary period merely establish limits beyond which decisions and actions may not be delayed.**
- 5. Changes in Proportion of Time. The percentage of time specified in a tenured faculty appointment may not be diminished or increased without the mutual consent of the faculty member, the executive committee of the interdisciplinary unit, and the appropriate Dean(s) unless the faculty member is dismissed for cause, pursuant to 36.13 (5) of the Wisconsin Statutes, or is terminated or laid off pursuant to 36.21 of the Wisconsin Statutes.**

~~UWGB 3.05~~ **3.06** PROBATIONARY APPOINTMENTS

1. A probationary appointment is for no less than half time and is normally held at the rank of instructor or assistant professor, and may be held on initial appointment at the rank of associate professor or full professor, during the probationary period that precedes determination of tenure status. A full-time probationary appointment shall not exceed seven academic years. A longer maximum probationary period is provided for part-time appointments of at least half time.
- 2. Computation of Part-time Service. Part-time service at less than one-half time shall not be counted in the probationary period of the instructor or assistant professor. Each year of service at the rate of at least one-half time but not more than three-quarters time shall count as half of a year for probationary purposes, and service at a rate greater than three-quarters time shall be counted as a full year. In no case shall the probationary period exceed 13 years, with the decision to retain or dismiss being made no later than the 12th calendar year.**
- 3. Changes in Proportion of Time. The percentage of time within the term provided for in a probationary appointment, full or part-time, may not be diminished or increased without the mutual consent of the faculty member, the executive committee of the interdisciplinary unit, and the appropriate Dean(s) unless the faculty member is dismissed for just cause pursuant to 36.13 (5) of the Wisconsin Statutes or is terminated or laid off pursuant to 36.21 of the Wisconsin Statutes.**
- ~~4.~~ **4.** Previous probationary service in other colleges and universities may be taken into account in computing a person's probationary period and so indicated in the letter of appointment. If a credit is given for prior service, it shall affect only the date by which a decision on tenure must be made. It shall not apply to notice provisions under UWGB ~~3.11~~ **3.13**, seniority under UWGB 5.07, or other provisions of these rules, unless otherwise specified in appointment letters.
- ~~2. Tenure is not acquired solely because of years of service.~~
- ~~3.~~ **5.** A leave of absence, sabbatical or a teacher improvement assignment does not constitute a break in continuous service and shall not be included in the seven year period under UWGB ~~3.05~~ **3.06**.

4. ~~6.~~ Circumstances in addition to those identified under sub. ~~(3)~~ **(5)** that do not constitute a break in continuous service and that shall not be included in the seven year period include responsibilities with respect to childbirth or adoption, significant responsibilities with respect to elder or dependent care obligations, disability or chronic illness, or circumstances beyond the control of the faculty member, when those circumstances significantly impede the faculty member's progress toward achieving tenure. It shall be presumed that a request made under this section because of responsibilities with respect to childbirth or adoption shall be approved. A request shall be made before a tenure review commences under UWGB ~~3-08~~ **3.10 (2)**.

a. A request for additional time because of responsibilities with respect to childbirth or adoption shall be initiated in writing by the probationary faculty member concerned and shall be submitted to the Provost/Vice Chancellor for Academic Affairs who shall consult with the faculty member's budgetary unit chair and the appropriate Dean(s). A denial of a request shall be in writing and shall be based upon clear and convincing reasons. The Provost/Vice Chancellor shall specify the length of time for which the request is granted. More than one request may be granted.

b. A request for additional time because of responsibilities other than childbirth or adoption shall be submitted to the Provost/Vice Chancellor for Academic Affairs who shall consult with the faculty member's budgetary unit and the appropriate Dean(s). A denial of a request shall be in writing and shall be based upon clear and convincing reasons. More than one request may be granted but the total, aggregate length of time of all requests, except for a request because of responsibilities with respect to childbirth or adoption, granted to one faculty member shall be no more than one year.

#### UWGB ~~3-06~~ **3.07** PROBATIONARY ASSISTANT PROFESSORS, ASSOCIATE PROFESSORS, OR PROFESSORS

The initial probationary appointment at the rank of ~~either~~ assistant professor, associate professor, or professor shall be for no more than three years. After not more than six years of full-time service at this university, as an assistant professor, associate professor, or professor, or after the equivalent of not more than six years of full-time service at this university in the ranks of instructor and assistant professor combined, a faculty member will be notified in writing by the interdisciplinary unit or the administration no later than the end of his/her sixth year that he/she will be recommended for tenure or will not be recommended for tenure. **Promotion to the rank of associate professor after an initial probationary appointment always includes the granting of tenure.** The above provisions do not preclude the awarding of tenure after a period of service shorter than six years.

#### UWGB ~~3-07~~ **3.08** PROBATIONARY INSTRUCTORS

Instructors are appointed annually. After not more than six years of service at this university as an instructor, an instructor shall be notified in writing by the interdisciplinary unit or the administration no later than the end of his/her sixth year that he/she will be recommended for tenure or will not be recommended for tenure. The above provisions do not preclude promotion and tenure after a period of service shorter than six years.

#### UWGB **3.09** PART-TIME FACULTY APPOINTMENTS

- 1. An individual may be given a tenured or probationary appointment if he/she serves one-half time or more. Tenure may be granted only to a faculty member whose appointment is at least one-half time.**
- 2. A faculty member who is on a part-time appointment shall be so designated in the University budget. The letter of appointment shall clearly state the fraction of appointment and assignment and any subsequent modification shall be in writing, with copies to all parties concerned. The fraction of appointment may be changed only by mutual agreement of the faculty member, the interdisciplinary unit executive committee, and the appropriate Dean(s).**
- 3. If tenure for a part-time faculty member is recommended by the interdisciplinary unit executive committee, the following procedures shall be followed:**
  - a. The appropriate Dean(s) and the Personnel Council shall follow the normal tenure review procedures as provided in UWGB 3.05.**

**b. The interdisciplinary unit is responsible for making clear to the appropriate Dean(s), to the Personnel Council, and to the persons involved, what portion of a position (e.g., one-half or three-quarters time) would be assured by granting tenure.**

**c. In all respects other than the length of the probationary period, standards of performance and scholarly quality shall be the same for part-time as for full-time assistant professors. As with other probationary faculty members, a decision concerning tenure may be made before the end of the probationary period if the quality of the candidate's work warrants it.**

### UWGB 3-08 3.10 REVIEW PROCEDURES (MERIT, PROMOTION, RENEWAL)

#### 1. Merit Review Procedures for all Faculty

a. The performance of each tenured faculty member shall be reviewed annually or biennially (every second year) by the faculty member's interdisciplinary unit executive committee. Non-tenured faculty will be reviewed annually by the executive committee, or the review may be combined with a retention review in a given year. The review shall be of the faculty member's performance from the beginning of one appointment period to the beginning of the next appointment period. The results of the review shall be communicated to the faculty member by his/her chairperson within 30 days of the completion of the review.

b. Each curricular unit in which the faculty member serves, including UW-Extension, shall participate in the review process. Each unit other than the interdisciplinary unit in which the faculty member votes shall prepare an evaluation based on the faculty member's participation in that unit and forward this evaluation to the chairperson of the interdisciplinary unit in which the faculty member votes, with a copy to the appropriate Dean(s).

The recommendation of the interdisciplinary unit executive committee shall be forwarded to the appropriate Dean(s) and shall reflect all evaluations received from each curricular unit. In cases of significant disagreement in merit evaluations between curricular units, consultation between the chairpersons of each unit, for purposes of resolving the differences, shall take place before the final recommendation is forwarded to the appropriate Dean(s) by the interdisciplinary unit chairperson.

c. Merit reviews will be open unless the reviewing committee, in accordance with state law and proper notification, authorizes a closed review. The faculty member under consideration has the right to attend reviews, whether open or closed.

d. Secret ballots may not be taken at any review session, open or closed, and any member of the reviewing committee may require that a vote be taken in such manner that the vote of each member be ascertained and recorded.

#### 2. Requested Reviews for Promotion and Renewal at all Ranks

a. A faculty member may request, in writing, of his/her interdisciplinary unit chairperson consideration for promotion once in any of the first six years of his/her appointment. This request for consideration is to be honored.

b. A probationary faculty member may be considered for promotion in any of the first six years of his/her appointment if so requested by two members of his/her interdisciplinary unit executive committee, professorial committee (or advisory committee). Such a consideration must be with the knowledge and consent of the faculty member.

#### 3. Responsibility for Reviews for Promotion and Renewal at all Ranks

a. For faculty below the rank of associate professor, the review will be conducted by the interdisciplinary unit executive committee.

b. Promotion to tenure requires the review and recommendation of the interdisciplinary unit executive committee and the advice of the Personnel Council. The advice of the Personnel Council is required also for promotion of tenured assistant professors to the rank of associate professor.

c. For promotion review of associate professors, the initial review will be conducted by the full professors of that interdisciplinary unit. Where there are not at least three full professors in the interdisciplinary unit, the interdisciplinary unit executive committee will invite professors, in consultation with the appropriate

Dean(s), from related interdisciplinary units to be part of the professorial committee. If the initial review results in a positive recommendation, this recommendation will be forwarded by the appropriate Dean(s) to the Committee of Six Full Professors, elected by the faculty, for advice.

4. Authority for Decisions for Renewal and Promotion at all Ranks

a. All recommendations on renewal or nonrenewal, promotion, and tenure shall be initiated by the interdisciplinary unit executive committee (or the interdisciplinary unit of full professors in the case of associate professor to professor promotion considerations). It is the responsibility of the reviewing executive committee to solicit, receive, and show evidence of having considered the evaluations or recommendations of every curricular unit in which the faculty member has served, including UW-Extension. The units will determine, based on the participation of the faculty member, whether an evaluation or a recommendation is appropriate, except in the instance when a faculty member or his/her interdisciplinary unit executive committee requests that a recommendation be forwarded. The review meeting will be open unless the reviewing committee, in accordance with state law and proper notification, authorizes a closed review. The faculty member under consideration has the right to attend reviews, whether open or closed. The chairperson of any executive committee making a recommendation on renewal or nonrenewal, promotion and tenure, shall notify the faculty member in writing 20 days prior to the date of the executive committee review held for the purpose of formulating that recommendation. This document shall be adequate notification to all faculty members in regard to periodic reviews affecting them.

b. For renewal the reviewing executive committee shall forward its recommendation to the appropriate Dean(s). Where positive recommendations for renewal are received, the appropriate Dean(s) shall forward his/her recommendation (if positive) through the Provost/Vice Chancellor to the Chancellor.

c. For promotion, the reviewing executive committee or interdisciplinary unit professorial committee shall forward its recommendation to the appropriate Dean's Office. Where positive recommendations for tenure or promotion to associate professor are received, the appropriate Dean's Office shall forward the recommendation and documentation to the Personnel Council for advice. Where positive recommendations for promotion to full professor are received, the appropriate Dean's Office shall forward the recommendation and documentation to the Committee of Six Full Professors for advice. On receipt of the appropriate committee's advice, the appropriate Dean(s) shall forward his/her recommendation (if positive) through the Provost/Vice Chancellor to the Chancellor. The Chancellor shall make his/her recommendation in consultation with the Provost/Vice Chancellor and forward it (if positive) to the President.

d. The faculty member shall be notified in writing of the recommendation and reasons for the recommendation by the committee or office making the recommendation within 20 days after each recommendation at each reviewing level. The faculty member and Executive Committee members should receive a copy of the transmittal letter.

5. Conduct of the Review for Promotion and Renewal at all Ranks

a. Review (whether required or by request) by executive committees, by the Personnel Council, by the interdisciplinary unit professorial committees, or by the Committee of Six Full Professors, shall be open unless the reviewing committee, in accordance with state law and proper notification, authorizes a closed review. The faculty member under consideration has the right to attend reviews, whether open or closed.

b. The faculty member under consideration shall be notified in writing 20 days (25 days if by first class mail) prior to the date of review of the time and place of the review session.

c. Secret ballots may not be taken at any review session, open or closed, and any member of the interdisciplinary unit executive committee, the Personnel Council, the interdisciplinary unit professorial committee, or the Committee of Six Full Professors, may require that a vote be taken in such manner that the vote of each member be ascertained and recorded.

d. The review of the faculty member shall be based upon the promotion and merit file, and oral evidence introduced by members of the Reviewing Committee. However, no new evidence reasonably expected to affect negatively the outcome of the review should be introduced unless the candidate has prior knowledge of such evidence. The faculty member's promotion and merit file shall be open to the faculty member, the reviewing committees, and reviewing offices only. During an open review, and only during an open

review, the faculty member's promotion and merit file is open.

e. At the time of notification of the date of review, the faculty member shall be invited to clarify materials in his/her promotion and merit file. The faculty member may answer questions from the reviewing committee if he/she desires.

f. Accurate summary notes shall be made of all review sessions and the final recommendation to the appropriate Dean(s) shall be accompanied by a clear statement of reasons used in reaching the recommendation.

### ~~UWGB 3-09~~ **3.11 NONRENEWAL OF PROBATIONARY APPOINTMENTS**

#### 1. Statement of Reasons

In cases of a negative recommendation, if requested in writing by the faculty member within 10 days of the receipt of a decision, a more detailed explanation of the reasons will be provided in writing to the faculty member within 10 days of the receipt of the request by the chairperson of the interdisciplinary unit executive committee, the appropriate Dean(s), or the Chancellor, depending upon the level at which a decision was reached.

#### 2. Reconsideration Procedure

Every faculty member for whom a negative recommendation is made will have the right of reconsideration upon written request of the faculty member within 15 days of receipt of written reasons. The reconsideration review shall be held within 20 days of the written request for reconsideration.

a. The purpose of reconsideration of a non-renewal decision shall be to provide an opportunity to a fair and full reconsideration of the nonrenewal decision, and to ensure that all relevant material is considered.

~~1-~~ **b.** The reconsideration committee or office will either be the interdisciplinary unit executive committee, the appropriate Dean(s), or the Chancellor, depending upon the level at which the decision was reached. Such reconsideration shall include, but not be limited to, adequate notice of the time of reconsideration of the decision, an opportunity to respond to the written reasons and to present any written or oral evidence or arguments relevant to the decision, and written notification of the decision resulting from the reconsideration.

~~2-~~ **c.** Reconsideration is not a hearing, or an appeal, and shall be non-adversarial in nature.

~~3-~~ **d.** The format and conditions will be as outlined for the original review, see ~~UWGB 3-08~~ **3.10(5)**. The faculty member will be notified in writing of the decision of the chairperson of the reconsideration committee, the appropriate Dean(s), or the Chancellor, within 20 days, with a copy to all levels of review within UWGB.

~~4-~~ **e.** In the event that a reconsideration affirms the nonrenewal decision, the faculty member may appeal under the procedures specified in ~~UWGB 3-10~~ **3.12** and UWS 3.08.

### ~~UWGB 3-10~~ **3.12 APPEAL OF NONRENEWAL DECISION**

The Committee on Rights and Responsibilities shall be the faculty hearings and appeals committee. In the event a reconsideration affirms a nonrenewal decision, a faculty member may appeal a nonrenewal decision to the Committee on Rights and Responsibilities. Written requests for an appeal shall be forwarded by the faculty member to the Committee on Rights and Responsibilities within 20 days of receipt of the reconsideration decision (25 days of notice if by first class mail). If the faculty member wishes to have counsel present, he/she must so advise in writing the chairperson of the Committee on Rights and Responsibilities so that the Committee on Rights and Responsibilities may have counsel present.

Such review shall be held not later than 20 days after the request, except that this time limit may be enlarged by mutual consent of the parties, or by order of the review committee. The faculty member shall be given at least ten days' notice of such review. The burden of proof in such an appeal shall be on the faculty member, and the scope of the review shall be limited to the question of whether the decision was based in any significant degree upon one or more of the following factors, with material prejudice to the individual:

a. conduct expressions, or beliefs which are constitutionally protected, or protected by the principles of academic freedom, or

b. factors proscribed by applicable State or Federal law regarding fair employment practices, or

c. improper consideration of qualifications for reappointment or renewal as defined above. For purposes of this section, "improper consideration" shall be deemed to have been given to the qualifications of a faculty member in question if material prejudice resulted because of any of the following:

1. The procedures required by rules of the faculty or Board were not followed, or
2. Available data bearing materially on the quality of performance were not considered, or
3. Completely unfounded or arbitrary assumptions of fact were made about work or conduct.

The Committee on Rights and Responsibilities shall report its decisions as to the validity of the appeal to the body or official making the nonrenewal decisions and to the Provost/Vice Chancellor and the Chancellor. Such a report may include remedies which may, without limitation because of enumeration, take the form of a reconsideration by the decision maker, a reconsideration by the decision maker under instructions from the committee, or a recommendation to the next higher appointing level, or directly to the Chancellor if provisions under ~~51.04 and UWGB 3.04~~ **3.05** pertain in the case of a negative decision regarding tenure. Cases shall be remanded by the decision maker in all instances unless the Committee on Rights and Responsibilities specifically finds that such a remand would serve no useful purpose. The Committee on Rights and Responsibilities shall retain jurisdiction during the pendency of any reconsideration. The decision of the Chancellor will be final on such matters.

Within UWGB, any question concerning the interpretation of these guidelines shall be resolved by a decision of the Committee on Rights and Responsibilities.

#### ~~UWGB 3.11~~ **3.13 NOTICE**

A faculty member who is employed on probationary appointment (~~UWGB 3.06~~ **3.07** and ~~3.07~~ **3.09**) shall be given written notice of his/her reappointment or non-reappointment for another academic year in advance of the expiration of his/her current appointment as follows:

- a. When the appointment terminates at the end of the academic year, not later than 28 February of the first academic year and not later than 30 November of the second consecutive academic year of service;
- b. If the initial appointment terminates during the academic year, at least three months prior to its termination; if a second consecutive appointment terminates during the academic year, at least six months prior to its termination;
- c. After two or more years of continuous service at an institution of the University of Wisconsin System, such notice shall be given at least 12 months before the expiration of the appointment.

#### ~~UWGB 3.12~~ **3.14 ABSENCE OF PROPER NOTIFICATION**

If proper notice is not given in accordance with ~~UWGB 3.11~~ **3.13** above, the aggrieved faculty member shall be entitled to a one-year terminal appointment. Such appointments, however, shall not result in the achievement of tenure.

#### ~~UWGB 3.13~~ **3.15 LEAVE OF ABSENCE**

**1.** A faculty leave of absence is defined as an extended absence from full or partial university responsibilities, granted by the appropriate Dean(s), upon recommendation of the UWGB interdisciplinary unit executive committee. A leave shall neither constitute a break in continuous service nor shall it be included in a probationary period. Ordinary leave is granted for one year. Only under exceptional conditions, and with the recommendation of the unit, may a year-long leave be extended an additional year. A leave of absence implies a return to university duties at the end of the leave.

**2. Leaves and Committee Service.** Any faculty taking a sabbatical or leave of absence for one semester or more shall relinquish his/her right of participation in All-University governance during the remaining term of the governance unit to which he or she was elected or appointed. A letter of resignation from any All- University standing elected or standing appointed council or committee must be tendered to the Secretary of the Faculty and Academic Staff well in advance of the beginning of the fall semester of the academic year involved.

### ~~UWGB 3.14~~ **3.16 MILITARY LEAVE**

In accordance with State statutes and national policy, the university cooperates in facilitating the return to normal occupation of a faculty member who serves the Federal Government in the interest of national defense. Military leave is granted as follows:

1. Faculty with tenure shall be granted leaves of absence for Federal service and the departure and return shall be in accordance with Section 45.50 of the Wisconsin Statutes.
2. Faculty in probationary status shall be granted leaves of absence for Federal service, and the departure and return shall be in accord with the general intent of Section 45.50, Wisconsin Statutes, to the extent that university requirements and standards will allow. To prevent prejudice against the person concerned, leave granted here under shall not be deemed probationary service.

### ~~UWGB 3.15~~ **3.17 RETIREMENT**

Retirement policy for members of the faculty is determined by the Board of Regents. Information about retirement policy and specific benefits may be obtained from the Office of Human Resources.

### ~~UWGB 3.16~~ **3.18 SICK LEAVE**

Sick leave policy for members of the faculty is governed by the provision of UWS 19. The Family and Medical Leave Act of 1993 requires covered employers to provide up to 12 weeks of unpaid, job protected leave to eligible employees for certain family and medical reasons. Information about the sick leave policy and the Family Medical Leave Act may be obtained from the Office of Human Resources.

### ~~UWGB 3.17~~ **3.19 LIMITATION**

Tenure and probationary appointments at UWGB are confined to UWGB, except that other institutions within the University of Wisconsin System may agree to share tenure appointments through established procedures. The explicit agreement shall specify both the tenure responsibility and the budget responsibility.

### **UWGB 3.20 EMERITUS TITLES**

- 1. Emeritus designation is an honorary title which may be granted to professorial faculty upon their retirement from UWGB. It normally corresponds to the faculty title last held by the faculty member. In exceptional cases the emeritus title may correspond to an administrative title held at the time of retirement from UWGB (e.g., Dean Emeritus).**
- 2. The nomination of a faculty member for emeritus status may come from any member of the University community, but requires a recommendation by the appropriate faculty unit, the appropriate Dean(s), the Provost/Vice Chancellor for Academic Affairs, and the Chancellor. In those exceptional cases where there is no appropriate faculty unit, the University Committee will consider the nomination, and submit its recommendation to the Chancellor.**
- 3. Emeritus status, although allowing a continuation of some of the perquisites of a faculty member, does not permit a person to participate in the governance of the University. [See the appropriate Dean(s) for the perquisites granted.]**

### **UWGB 3.21 AMENDMENTS**

**Amendments of this chapter are under the jurisdiction of the Faculty and must carry by a two-thirds majority of the Faculty Senate.**

[for ch 3]

Board of Regents Originally Approved Chapters 3-6 on 5 September 1980

UWGB Faculty Senate Revised and Approved 13 May 1992 [3.08 1(a),(c)]

Board of Regents Approved Revisions 10 July 1992

UWGB Faculty Senate Revised and Approved 19 October 1994 [3.05 (3-4)]

UWGB Faculty Senate Revised and Approved 15 April 1998 [3.08 1(a)]  
UWGB Faculty Senate Revised and Approved 17 February 1999 [3.05 1]  
UWGB Faculty Senate Revised and Approved 18 February 2004 [3.08 1(c), 4(a), 5(a)(b)]  
Board of Regents Approved Revisions 10 September 2004  
UWGB Faculty Senate Revised and Approved 15 March 2006 [3.08 4(d); 3.09 1]  
UWGB Faculty Senate Revised and Approved 13 September 2006 [3.09 2(a) 1-4]  
Chancellor Approved 22 September 2006  
Board of Regents Approved 10 November 2006 - Revisions to 3.08 and 3.09

[for ch 51 ]

**UWGB Faculty Senate, 12 May 1976**

**UWGB Faculty Senate, as amended, 23 February 1977**

**Effective 1 September 1977**

**UWGB Faculty Senate, as amended, 22 February 1989**

**UWGB Faculty Senate, revised and approved, 18 April 1990**

**UWGB Faculty Senate, revised and approved, 16 October 1991**

**51.04 A.--language changes, approved via System Administration, 28 May 1992**

**51.12--language changes, approved via System Administration, November 1992**

**UWGB Faculty Senate, revised and approved, 21 September 1994 [51.05 D (5)]**

**UWGB Faculty Senate, revised and approved, 24 March 1999 [51.05 D (2-3)]**

### **With Proposed Additions Highlighted and Proposed Deletions Crossed Out:**

#### **UWGB CHAPTER 51 ~~APPOINTMENTS AND TEMPORARY TEACHING APPOINTMENTS~~**

##### **51.01 TITLES**

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

~~B--Temporary teaching appointments carry the following titles: lecturer, laboratory teaching specialist, teaching specialist, athletic specialist, community lecturer, teaching assistant and those that carry visiting, adjunct, and clinical titles.~~

##### **~~51.02 TENURE AND PROBATIONARY APPOINTMENTS~~**

~~Faculty appointments are either tenure or probationary appointments. Probationary appointments are granted only upon the affirmative recommendation of the interdisciplinary unit executive committee, the appropriate Dean(s), and the Chancellor in consultation with the Provost/Vice Chancellor. Tenure appointments and promotions to tenure require, in addition, the advice of the Personnel Council. If an appointment is to be divided among several interdisciplinary units or between an interdisciplinary unit and University Extension (a "collaborative appointment"), one interdisciplinary unit shall be the principal sponsor of the recommendation for appointment, and the responsibility for that appointment is with the principal sponsor.~~

##### **~~51.03 LETTER OF APPOINTMENT~~**

~~Each person to whom a new appointment is offered must receive an appointment letter in which an authorized official of the institution details the terms and conditions of the appointment, including, but not limited to, duration of the appointment, salary, starting date, ending date, general position responsibilities, probationary or tenure status, and crediting of prior service. Accompanying this letter for new faculty shall be an attachment detailing University and System rules and procedures relating to faculty appointments. If the appointment is~~

subject to advance approval of the Board of Regents, a statement to this effect must be included in the letter.

#### 51.04 TENURE APPOINTMENT

A. Definition. Tenure appointment means an appointment, one half time or more, for an unlimited period granted normally to all professors and associate professors and to other members with faculty appointments designated as having tenure by the Board of Regents.

1. Except as provided under 2., the Board may grant a tenure appointment upon the affirmative recommendation of the appropriate interdisciplinary unit, the appropriate Dean(s), and the Chancellor in consultation with the Provost/Vice Chancellor, via the President of the System. The privilege of serving on unit executive committees and the authority to vote on personnel, budget, and curriculum matters is associated with the awarding of tenure rather than with rank. Neither the Chancellor nor the appropriate interdisciplinary unit executive committee nor Dean may base a tenure recommendation upon impermissible factors, as defined by the Board by rule.

2. The Board may grant a tenure appointment without the affirmative recommendation of the appropriate interdisciplinary unit executive committee and Dean if all of the following apply:

a. The Board has the affirmative recommendation of the Chancellor.

b. The Committee on Rights and Responsibilities, on appeal, has reviewed the negative recommendation of the interdisciplinary unit or Dean, and finds that the negative decision was based upon impermissible factors, as defined in UWS 3.08 and UWGB 3.10.

c. The Board has the affirmative recommendation of a special faculty committee appointed by the Chancellor, only after all normal reconsideration and appeal procedures have been exhausted, to review the individual's record with reference to criteria for tenure as published in the Faculty Handbook. No person may be appointed to the special committee unless the person is knowledgeable or experienced in the individual's academic field or in a substantially similar academic field. No member of the special committee may be a member of the individual's interdisciplinary unit if that body made the negative decision. The special committee may not base its tenure recommendation upon impermissible factors, as defined in UWS 3.08 and UWGB 3.10.

B. Personnel Council Advice on Tenure Appointment. Before an appointment is made within an interdisciplinary unit to a position of tenure, or to associate professor where tenure had been granted previously at a lower rank, the appropriate Dean(s) shall seek the advice of the Personnel Council.

C. Tenure is not acquired solely because of years of service. Provisions as to duration of the probationary period merely establish limits beyond which decisions and actions may not be delayed.

D. Changes in Proportion of Time. The percentage of time specified in a tenured faculty appointment may not be diminished or increased without the mutual consent of the faculty member, the executive committee of the interdisciplinary unit, and the appropriate Dean(s) unless the faculty member is dismissed for cause, pursuant to 36.13 (5) of the Wisconsin Statutes, or is terminated or laid off pursuant to 36.21 of the Wisconsin Statutes.

#### 51.05 PROBATIONARY APPOINTMENT

A. Definition. A probationary appointment is for no less than half time and is held during the probationary period that precedes determination of tenure status. Although a probationary appointment is ordinarily made at the rank of instructor or assistant professor, a person from outside the University of Wisconsin Green Bay may be granted an initial probationary appointment at the rank of associate professor or professor.

B. Length of Probationary Appointment. A full-time probationary appointment shall not exceed seven academic years. Recommendations on promotion to tenure may only come within the first six years of full-time appointment (see UWGB 3.06 and 3.08). The seventh year of a probationary appointment is, by this definition, specifically precluded as one in which a recommendation for promotion to tenured rank may be initiated. A longer maximum probationary period is provided for part-time appointments of at least half time (see 51.05

D.4).

~~C. Changes in Proportion of Time. The percentage of time within the term provided for in a probationary appointment, full or part time, may not be diminished or increased without the mutual consent of the faculty member, the executive committee of the interdisciplinary unit, and the appropriate Dean(s) unless the faculty member is dismissed for just cause pursuant to 36.13 (5) of the Wisconsin Statutes or is terminated or laid off pursuant to 36.21 of the Wisconsin Statutes.~~

~~D. Calculating the Probationary Period~~

~~1. Leave of Absence. The period of an approved leave of absence is not counted in the probationary period.~~

~~2. Probationary Service from Other Institutions. Previous probationary service in other colleges and universities may be taken into account in computing a person's probationary service and the number of years to be counted for this purpose will be indicated in the letter of appointment.~~

~~3. Computation of Part time Service. Part time service at less than one half time shall not be counted in the probationary period of the instructor or assistant professor. Each year of service at the rate of at least one half time but not more than three quarters time shall count as half of a year for probationary purposes, and service at a rate greater than three quarters time shall be counted as a full year. In no case shall the probationary period exceed 13 years, with the decision to retain or dismiss being made no later than the 12th calendar year.~~

~~4. Circumstances in addition to those identified under sub. (1) that do not constitute a break in continuous service and that shall not be included in the seven year period include responsibilities with respect to childbirth or adoption, significant responsibilities with respect to elder or dependent care obligations, disability or chronic illness, or circumstances beyond the control of the faculty member, when those circumstances significantly impede the faculty member's progress toward achieving tenure. It shall be presumed that a request made under this section because of responsibilities with respect to childbirth or adoption shall be approved. A request shall be made before a tenure review commences under UWGB 3.08 (2).~~

~~a. A request for additional time because of responsibilities with respect to childbirth or adoption shall be initiated in writing by the probationary faculty member concerned and shall be submitted to the Provost/Vice Chancellor for Academic Affairs who shall consult with the faculty member's budgetary unit chair and the appropriate Dean(s). A denial of a request shall be in writing and shall be based upon clear and convincing reasons. The Provost/Vice Chancellor shall specify the length of time for which the request is granted. More than one request may be granted.~~

~~b. A request for additional time because of responsibilities other than childbirth or adoption shall be submitted to the Provost/Vice Chancellor for Academic Affairs who shall consult with the faculty member's budgetary unit and the appropriate Dean(s). A denial of a request shall be in writing and shall be based upon clear and convincing reasons. More than one request may be granted but the total, aggregate length of time of all requests, except for a request because of responsibilities with respect to childbirth or adoption, granted to one faculty member shall be no more than one year.~~

~~E. Probationary Assistant Professors~~

~~1. If a person is appointed assistant professor, the initial appointment shall be for no more than three years.~~

~~2. After not more than six years of full time service at this University as an assistant professor, or after the equivalent of not more than six years of full time service at this University in the ranks of instructor and~~

~~assistant professor combined, an assistant professor shall be notified in writing by the interdisciplinary unit or the administration no later than the end of his/her sixth year that he/she will be recommended for tenure or will not be recommended for tenure. The above provisions do not preclude promotion and tenure after a period of service shorter than six years.~~

#### F. Probationary Instructors

1. ~~Instructors are appointed annually.~~

2. ~~After not more than six years of service at this University as an instructor, an instructor shall be notified in writing by the interdisciplinary unit or the administration no later than the end of his/her sixth year that he/she will be recommended for tenure or will not be recommended for tenure. The above provisions do not preclude promotion and tenure after a period of service shorter than six years.~~

#### G. Probationary Professors or Associate Professors

1. ~~An initial faculty appointment to the rank of professor or associate professor may be made with or without the granting of tenure. Promotion to the rank of associate professor always includes the granting of tenure.~~

2. ~~The initial probationary appointment at the rank of either professor or associate professor shall be for no more than three years.~~

3. ~~After not more than six years at this university as a probationary professor or associate professor, a faculty member will be notified in writing by the interdisciplinary unit or the administration no later than the end of his/her sixth year that he/she will be recommended for tenure or will not be recommended for tenure. The above provisions do not preclude the awarding of tenure after a period shorter than six years.~~

### 51.06 PART TIME FACULTY APPOINTMENTS

A. ~~An individual may be given a tenured or probationary appointment if he/she serves one half time or more. Tenure may be granted only to a faculty member whose appointment is at least one half time.~~

B. ~~A faculty member who is on a part-time appointment shall be so designated in the University budget. The letter of appointment shall clearly state the fraction of appointment and assignment and any subsequent modification shall be in writing, with copies to all parties concerned. The fraction of appointment may be changed only by mutual agreement of the faculty member, the interdisciplinary unit executive committee, and the appropriate Dean(s).~~

C. ~~If tenure for a part-time faculty member is recommended by the interdisciplinary unit executive committee, the following procedures shall be followed:~~

1. ~~The appropriate Dean(s) and the Personnel Council shall follow the normal tenure review procedures as provided in 51.04. 19~~

2. ~~The interdisciplinary unit is responsible for making clear to the appropriate Dean(s), to the Personnel Council, and to the persons involved, what portion of a position (e.g., one half or three quarters time) would be assured by granting tenure.~~

3. ~~In all respects other than the length of the probationary period, standards of performance and~~

scholarly quality shall be the same for part time as for full time assistant professors. As with other probationary faculty members, a decision concerning tenure may be made before the end of the probationary period if the quality of the candidate's work warrants it.

#### 51.07 NOTICE PERIODS

A. A faculty member holding a probationary appointment shall be given written notice of his/her reappointment or non-reappointment for another academic year in advance of the expiration of his/her current appointment as follows:

1. When the appointment expires at the end of an academic year, not later than 28 February of the first academic year and not later than 30 November of the second consecutive academic year of service;
2. If the initial appointment expires during an academic year, at least three months prior to its expiration; if a second consecutive appointment terminates during the academic year, at least six months prior to its expiration;
3. After two or more years of continuous service, such notice shall be given at least 12 months before the expiration of the appointment.

B. Absence of Proper Notification. If proper notice is not given in accordance with the above, the faculty member shall be entitled to a one year terminal appointment. Such appointments, however, shall not result in the achievement of tenure.

#### 51.08 LEAVE OF ABSENCE FOR FACULTY

A. Definition. A faculty leave of absence is defined as an extended absence from full or partial University responsibilities, granted by the appropriate Dean(s) upon recommendation of the interdisciplinary unit. A leave shall neither constitute a break in continuous service nor shall it be included in a probationary period. Ordinarily leave is granted for one year. Only under exceptional conditions and with the recommendation of the unit, may a year long leave be extended an additional year. A leave of absence implies a return to University duties at the end of the leave period.

B. Leaves and Committee Service. Any faculty taking a sabbatical or leave of absence for one semester or more shall relinquish his/her right of participation in All-University governance during the remaining term of the governance unit to which he or she was elected or appointed. A letter of resignation from any All-University standing elected or standing appointed council or committee must be tendered to the Secretary of the Faculty and Academic Staff well in advance of the beginning of the fall semester of the academic year involved.

C. Military Leave. In accordance with state statutes and national policy, the University cooperates in facilitating the return to normal occupation of faculty who serve the federal government in the interest of national defense. Military leave is granted as follows:

1. Faculty with tenure shall be granted leaves of absence for federal service, and their departure and return shall be in accord with Sec. 45.50, Wisconsin Statutes. Following return, they shall continue in tenure status.
2. Faculty on probationary status shall be granted leaves of absence for federal service, and their departure and return shall be in accord with the general intent of Sec. 45.50, Wisconsin Statutes, to the extent that University requirements and standards will allow. To prevent prejudice against the person concerned, leave

~~granted hereunder shall not be deemed probationary service.~~

## ~~51.09 RETIREMENT~~

~~Retirement of a faculty member is no longer a mandatory requirement according to State Statutes. Any retired faculty member may be engaged for service at the discretion of the Chancellor.~~

## ~~51.02~~ 51.10 TEMPORARY TEACHING APPOINTMENTS OR SPECIAL NON-TENURE TRACK APPOINTMENTS

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

Note: The following paragraph from the Academic Staff Governance Handbook 2.02(2)(b) applies to Lecturers: Appointment as a lecturer on a one-half (50%) time or greater basis. Lecturers will receive a one-year appointment through the fourth year of employment. Beginning no later than the fifth year of consecutive appointment, they will receive a two-year appointment; beginning no later than the eleventh year of consecutive employment, they will receive a three-year appointment. All appointments will be fixed-term appointments and will be subject to all provisions (including notification periods) governing fixed-term appointments. This provision for multiple-year appointments will hold only for persons on 102 or predictable funding.

Note: the following notice periods apply to lecturers:

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

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

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

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

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

B. Specialists: Teaching and Athletic. Specialists, teaching and athletic, are titles for persons who participate in educational programs on a temporary or regular basis, but for whom a tenure or probationary appointment is inappropriate. The individuals may hold a full or part-time appointment for a specified period of time, normally on an annual, academic, or shorter term basis. These titles carry no tenure or probationary implications. Athletic specialists and teaching specialists are appointed by the appropriate Dean(s) on the affirmative recommendation of the appropriate interdisciplinary unit executive committee.

C. Teaching Assistant. Teaching assistant is a title for the graduate student with a part-time appointment for a specified period of time, who is assigned teaching responsibilities in an academic program under the supervision of a faculty member. The title carries no tenure or probationary implications. Teaching assistants are appointed by the appropriate Dean(s) on advice of the appropriate interdisciplinary unit and the Associate Dean of Graduate Studies.

D. Visiting Titles. When a person holding a ranked faculty position or its equivalent and on leave from another institution assumes a temporary academic assignment at the University for a period normally not longer than one year, the appropriate title shall be his/her ranked faculty title as used in the other institution, preceded by the qualifying term "visiting." Visiting faculty are appointed by the appropriate Dean(s) on the affirmative recommendation of the appropriate interdisciplinary unit executive committee.

E. Adjunct Title. A person whose training and qualifications are comparable to those of ranked faculty and whose duties and program responsibilities are designed to advance the educational and research functions of the University, but whose assignments do not include the full range of expectations of teaching, scholarship, and service, may be assigned a ranked faculty title preceded by the qualifying term "adjunct." The title may be used for part-time appointments and is to be used for individuals whose principal professional careers are outside of University instruction but who are asked by the institution to assume recurring special teaching assignments. Adjunct titles are made upon a positive recommendation of the appropriate interdisciplinary unit executive committee with the approval of the appropriate Dean(s). The appointment is made for a fixed period of time and the adjunct title shall be so designated at the time of the initial appointment. Such titles carry no expectation of tenure and are not subject to the provisions of UWS 1 to 8.

F. Community Lecturer. A person whose professional career is outside of the University but who is given occasional responsibilities designed to assist the educational and research functions of the University, may be given the title of "Community Lecturer" on recommendation of the appropriate interdisciplinary unit executive committee and with the approval of the appropriate Dean(s). This title carries no expectation of compensation or tenure, is not subject to the provisions of UWS 1 to 8, and is annually renewable.

G. Clinical Lecturer. Lecturers whose instructional responsibilities are in the supervision of the clinical training of students may be given the title "Clinical Lecturer." This title carries no expectation of tenure, and is annually renewable. Clinical lecturers are appointed by the appropriate Dean(s) on the affirmative recommendation of the appropriate interdisciplinary unit executive committee.

#### **51.03 ~~51.11~~ CONVERSION OF PROBATIONARY APPOINTMENTS TO NON-TENURE APPOINTMENTS**

An interdisciplinary unit executive committee may not convert a probationary appointment to that of adjunct appointment or academic staff appointment or other temporary appointment in which that person would perform academic or teaching duties similar to those of his/her probationary appointment in order to circumvent a decision on promotion, or a decision between retention or non-retention.

#### **51.04 ~~51.12~~ FACULTY STATUS**

Members of the academic staff teaching fifty percent or more (14 or more credits per year or its equivalent) will normally be granted "Faculty Status" by the Provost/Vice Chancellor, usually during the first year of an appointment. The designation is initiated as a recommendation from the appropriate interdisciplinary unit executive committee to the appropriate Dean(s), who recommends to the Provost/Vice Chancellor, who then must seek the approval of the University Committee. Faculty status is conferred for the duration of the lecturer's appointment. Faculty Status will continue with any renewal of the initial appointment, so long as the conditions of appointment remain the same. However, both the reappointment recommendation to the appropriate Dean(s) and the Dean's reappointment letter will stipulate any continuation of Faculty Status. Any substantive change in the conditions of the lecturer's reappointment will require a full-process reconsideration of Faculty Status. Members of the academic staff who have been given faculty status have employment rights under the rules and policies concerning academic staff. In addition, they shall be counted in Faculty voting districts, and have the right to vote for and serve on faculty committees, including the Faculty Senate, when not excluded by the non-tenured nature of their appointments.

#### **51.05 ~~51.14~~ AMENDMENTS**

Amendments of this chapter are under the jurisdiction of the Faculty and must carry by a two-thirds majority of the Faculty Senate.

APPROVED:

UWGB Faculty Senate, 12 May 1976

UWGB Faculty Senate, as amended, 23 February 1977

Effective 1 September 1977

UWGB Faculty Senate, as amended, 22 February 1989

UWGB Faculty Senate, revised and approved, 18 April 1990

UWGB Faculty Senate, revised and approved, 16 October 1991

51.04 A.--language changes, approved via System Administration, 28 May 1992

51.12--language changes, approved via System Administration, November 1992

UWGB Faculty Senate, revised and approved, 21 September 1994 [51.05 D(5)]

UWGB Faculty Senate, revised and approved, 24 March 1999 [51.05 D(2-3)]

**RECOMMENDATION ON THE GRANTING OF DEGREES**

(Implemented as a Faculty Senate Document #89-6, March 21, 1990--action to be taken in advance of each commencement exercise and in the following language--dated as appropriate):

Be it resolved that the Faculty Senate of the University of Wisconsin-Green Bay, on behalf of the Faculty, recommends to the Chancellor and the Vice Chancellor of the University that the students certified by the Registrar of the University as having completed the requirements of their respective programs be granted their degrees at the fall 2009 Commencement.

## **Faculty Senate Document #09-06, Approved 11/18/2009**

### **General Education Purpose and Mission**

The UWGB General Education Program supports the University's Select Mission by providing an interdisciplinary, problem-focused educational experience that prepares students to think critically and address complex issues in a multicultural and evolving world.

To that end, the UWGB General Education Program will help to develop a liberally educated student and facilitate their living in an ever changing world by:

- Introducing students to the value and practice of interdisciplinarity;
- Providing knowledge that includes disciplinary breadth;
- Working with students to develop an understanding of critical social problems;
- Supporting the development of important academic skills including communication, critical thinking, problem solving, and quantitative and information literacy.

### **Further elaboration on major components:**

To that end, the UWGB General Education Program will help to develop a liberally educated student and facilitate their living in an ever changing world by:

- Introducing students to the value and practice of interdisciplinarity;
  - This goal relates most directly to the primary mission of UWGB and ensures that students have some introduction to interdisciplinarity and its importance early in their career.
- Providing knowledge that includes disciplinary breadth;
  - Students must have adequate breadth of knowledge and course work that is representative of distinct ways of thinking.
- Working with students to develop an understanding of critical social problems;
  - In order to have an appropriate understanding of problems and issues such as sustainability regardless of their eventual major, students must have background and/or a variety of experiences from global and multicultural perspectives. In addition, UWGB's select mission recognizes the importance of a university education to promote engaged citizens. The general education program will help foster these elements of a student's education.
- Supporting the development of important academic skills including communication, critical thinking, problem solving, and quantitative and information literacy.
  - Certain skills are critical for any liberally educated individual in order to promote life-long learning and understanding of the complexity of the issues and problems of our world.

A number of the elements above are considered "essential learning outcomes" by the Association of American Colleges and Universities (AAC&U) and supported by their research related to Liberal Education and America's Promise (LEAP). These outcomes are:

- Knowledge of human cultures and the physical and natural world;
- Intellectual and practical skills;
- Personal and social responsibility;
- Integrative learning.
- 

Faculty Senate New Business 5(b)  
November 18 2009

## **Proposal for University Motto**

Proposal: UWGB should adopt "*Ad Scientiam Renovandam*" as its official motto.

Rationale: The motto was created for UWGB roughly a decade ago, but apparently has never been officially endorsed or adopted. *Ad* means "towards" or "for"; *scientiam* is the source of our word "science," but in the Latin of ancient Rome it meant both "learning" and "knowledge," and thus spans the teaching and research aspects of academic life; *renovandam* comes from a verb that means "to renew," "recreate," or "innovate," arguably tying in not only with the school's original innovative focus and our mission for innovative teaching, but also to the Phoenix being recreated from the ashes.

**Resolution on Wisconsin Disinvestment in Higher Education**

Over the past quarter century, the State of Wisconsin and its elected officials have decreased their financial support for students in Wisconsin's public universities. This policy of disinvestment in higher education has had a negative impact on Wisconsin's future and should be reversed immediately.

During the 1984-1985 school year, 25% of the UW System's GPR budget came from student fees, while 75% came from state appropriations. In other words, for every dollar students in the UW System had to pay for their education, the state provided three dollars.

By 2009-10, things had changed dramatically, with 48% of the UW System's GPR budget coming from student fees and 52% from state appropriations. In other words, the state now provides only about \$1.08 for every dollar provided by the students. If this trend continues, within the next year or two students, who a generation ago were responsible for only a quarter of the expenses of their education, will be responsible for more than half of those expenses.

Over the past twenty-five years, increases in state support for the UW-System have not kept pace with inflation, even though total student enrollment in the UW System has increased. In other words, the state is providing less support in constant dollars to the UW System, while asking the System to educate more students.

The results of this policy of disinvestment have been predictable. First, student tuition has increased at rates greatly exceeding inflation, making it extremely difficult for any but the wealthy to afford a college education. Those students who still *do* attend college often cannot devote adequate time and energy to their education, as they must balance full-time classes with nearly full-time jobs. This compromises their performance in the classroom and puts pressure on faculty to reduce the amount of material covered in the course, thus diluting the students' educations. And even when students combine full-time coursework with part-time jobs, increasing numbers of them are deeply in debt by the time they graduate, because they had to seek student loans.

Second, reduced budgets have forced UW-System schools to cut corners, reducing educational quality. The student-faculty ratio has risen as schools have been unable to afford to replace retiring faculty members, thus denying students the individual help and attention that maximizes student success and is the hallmark of quality education. In addition, faculty salary increases have lagged behind inflation, so that studies have found that UW faculty salaries are now at least 10% behind those at comparable institutions. While some elected officials might see no need to increase faculty salaries, the current situation penalizes not only faculty but Wisconsin students as well: the UW System is increasingly at a disadvantage in its attempts to attract and retain quality faculty members, a factor which inevitably erodes the quality of the education received by students in the UW System. This, in turn, puts Wisconsin students at a disadvantage when they enter the work force, and undermines the state's economy.

All this has come at a time when a college education is more vital than ever, and in a place where college graduates are sorely needed. According to Tamara Draut, director of a nonpartisan public policy research organization, the gap in expected lifetime earnings between college graduates and those with only high school diplomas has widened steadily in recent years. Moreover, political leaders and past UW Chancellors alike have pointed out that if Northeastern Wisconsin were a state, it would rank below all other states except Mississippi in percentage of population holding college degrees. Yet while Wisconsin's political leaders call for a greater percentage of Wisconsin residents to earn college degrees, they simultaneously pursue fiscal policies which

systematically exclude increasing numbers of worthy, but not wealthy, students from access to a college education.

Admittedly, it is difficult to justify increasing financial support for *anything* during hard economic times. Yet the financial climate need not determine the level of support: as the figures provided elsewhere in this message make clear, over the past quarter century Wisconsin's political leaders have often chosen to *decrease* financial support for higher education during *good* economic times. Moreover, education is one area where increased financial support is almost certain to be repaid by financial gains, in everything from reduced prison costs to a more robust economy through increased productivity. As a well-known book puts it, "Send out your bread upon the waters, for after many days you will get it back."

The UW-Green Bay Faculty Senate strongly urges the elected officials of Wisconsin to reverse their decades-long pattern of disinvestment in the University of Wisconsin System of Higher Education.

Faculty Senate Continuing Business 2(a)  
17 February 2010

## A Proposal to Enable the Creation of Joint Governance Committees

Amend p. 45 of the Faculty Handbook by eliminating struck-through paragraphs and adding the bold-face paragraph:

### FACULTY COMMITTEE SYSTEM

#### INTRODUCTION

~~Faculty governance at the University of Wisconsin-Green Bay is implemented through Academic Units, the Faculty Senate, and a system of elected and appointed committees. Some committees are defined by the UWGB Codification. These include the executive committees of the interdisciplinary and disciplinary units (UWGB Chapters 53.03, 53.08, 53.13) and several other elected committees.~~

~~A second group of committees are the standing elected or appointed committees established by the Faculty Senate. These will be described below.~~

~~A third group of committees includes committees established at the pleasure of the Senate, or by one or more of the Senior Administrators on campus. This would include search and screen committees, the professorial promotion advisory committees, and others with responsibilities defined in actions taken by faculty bodies. Others in this group serve to advise the Senate or various administrators on specific policy issues.~~

**Faculty governance at the University of Wisconsin - Green Bay is implemented through the Faculty as a whole, Academic Units and their executive committees, the Faculty Senate, and a system of governance committees. Some committees and councils are defined directly by UWGB Codification. Actions of the Faculty Senate have created additional standing committees that are either elected or appointed. Joint governance committees may also be created to represent the shared governance perspective of both the Faculty and Academic Staff to the administration. Additional special committees may be created by the Faculty Senate or by one or more of the senior administrators on campus in consultation with the Committee on Committees and Nominations.**

It is the policy of the Faculty of the University of Wisconsin-Green Bay that any of its members taking a sabbatical or leave of absence for any purpose and for one semester or more shall relinquish his/her right of participation in All-University governance during the remaining term of the governance unit to which he or she was elected or appointed. A letter of resignation from any All-University standing elected or standing appointed council or committee must be tendered to the Secretary of the Faculty and Academic Staff well in advance of the beginning of the fall semester of the academic year involved. (Faculty Senate Doc. #89-8, Approved 18 April 1990)

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...and adding the bold-face paragraph to the description of types of committees on p. 47-48:

#### TYPES OF COMMITTEES

##### 1. Faculty Elective Committees

Faculty members are elected to elective faculty committees from a slate of names presented by the Committee on Committees and Nominations. Annually the Committee on Committees and Nominations nominates at least two candidates for each elective committee position to be filled. The list of nominations shall be sent by the Secretary of the Faculty and Academic Staff to each member of the Faculty prior to the Faculty Senate meeting at which the Committee on Committees and Nominations reports. Additional nominations, made by petition of three members of the Faculty, must be received within 10 days of the report of the Committee on Committees and Nominations. Such nominations are made with approval of the nominee.

The election is held prior to the close of the academic year. Ballots are sent to each member of the Faculty from the Office of the Secretary of the Faculty and Academic Staff. Ballots shall be returned to the Office of the Secretary of the Faculty and Academic Staff for tallying. The Secretary of the Faculty and Academic Staff, one observer from the Committee on Committees and Nominations, and/or one observer from the University Committee, count the ballots. The Office of the Secretary of the Faculty and Academic Staff reports the results.

Terms of office begin in September of the following academic year.

Elected committee vacancies are filled for the remainder of the academic year in which the vacancy occurs by the candidate who has the next highest number of votes. If there is no such candidate, the position is filled by an election.

If there is no continuing chairperson in an elective committee, the Secretary of the Faculty and Academic Staff will act to convene the committee.

## 2. Faculty Appointive Standing Committees

Faculty members are appointed annually to appointive standing committees. Appointive responsibility has been delegated by the Chancellor to the Secretary of the Faculty and Academic Staff. The Committee on Committees and Nominations submits a panel of nominees to the Secretary of the Faculty and Academic Staff for consideration. Appointments are made with an effort to assure some continuity of membership from year to year. A convener is named by the Secretary of the Faculty and Academic Staff for each committee who may or may not be elected chairperson for the year. It is assumed that faculty members so appointed serve until such time as new appointments are made.

## 3. Special Faculty Committees

May be created, when a need arises, by the Faculty Senate or the University Committee in consultation with the Committee on Committees and Nominations, to perform specific tasks either a) of a limited duration, or b) for a function that requires special technical competence of its membership.

- a. Committees of limited duration will be given a specific written charge which shall be reviewed by the Committee on Committees and Nominations. Charges shall be examined to avoid duplication of function with existing or standing committees. Such a committee ceases to exist when it has completed its charge and makes its final report.
- b. Committees requiring special technical competencies shall be given a specific written charge which will be reviewed by the Committee on Committees and Nominations. Such committees are to be advisory on technical matters and they may be of limited duration or continuing committees. (Examples: Fringe benefits, Legislature, etc.)

## 4. Joint Governance Committees

**Members of the Faculty, Academic Staff, or administration may propose the creation of joint governance committees. The proposal must specify a charge, or set of responsibilities, and a method of determining membership (including number, distribution, terms, and voting rights). The proposal must secure the approval of the Faculty Senate with advice from the Committee on Committees and Nominations, the Academic Staff Committee, and an appropriate administrator in order to advise or act on behalf of shared governance.**

## Faculty Senate Document #09-10, Approved 3/10/2010

### NOMINEES FOR 2010-11 FACULTY ELECTIVE COMMITTEES

The Committee on Committees and Nominations, the University Committee, and the Personnel Council have prepared the following slate of candidates for open 2010-11 faculty elective committee positions. Further nominations can be made by a petition of three voting faculty members. These nominations must have consent of the nominee and must be received by the Secretary of the Faculty and Academic Staff no later than March 22.

#### ACADEMIC AFFAIRS COUNCIL

**5 tenured members:** one from each voting district, plus one at-large member.

**Continuing members:** Mimi Kubsch (PS) and Woo Jeon (NS), both 2-year terms; Christine Style (AH) and Dennis Lorenz (SS), both 1-year terms; Kaoime Malloy (AH) spring 2010 semester.

**Outgoing members:** Cristina Ortiz (at-large AH), spring 2010 semester replacement-Kaoime Malloy (AH)

1 to be elected for 3-year term: 1 from at-large

**Nominees:** Steve Dutch, NS  
John Mariano, AH

#### PERSONNEL COUNCIL

**5 tenured members:** one from each voting district, plus one at-large member.

**Continuing members:** Craig Hanke (NS) and Robert Nagy (PS), both 2-year terms; Alison Gates (AH) and Dean Von Dras (SS replacement), both 1-year terms.

**Outgoing members:** Thomas Nessler (at-large SS)

1 to be elected for a 3-year term: 1 from at-large

**Nominees:** Patricia Terry, NS  
Andrew Kersten, SS

#### GENERAL EDUCATION COUNCIL

**6 tenured members:** one from each voting district, plus two at-large members (with no more than 2 from a single voting district).

**Continuing members:** Steven Meyer (NS) and Stefan Hall (at-large AH), both 2-year terms; Steven Muzatko (PS) and Andrew Austin (at-large SS), both 1-year terms.

**Outgoing members:** Catherine Henze (AH) and Georjeanna Wilson-Doenges (SS).

2 to be elected for 3-year term: 1 each from AH and SS

**Nominees:** Kevin Collins, AH  
Jennifer Ham, AH  
Regan Gurung, SS  
Thomas Nessler, SS

#### UNIVERSITY COMMITTEE

**6 tenured members:** one from each voting district, plus two at-large members (with no more than 2 from a single voting district).

**Continuing members:** Michael Draney (at-large NS) and David Dolan (NS), both 2-year terms; Timothy Kaufman, (PS), Illene Noppe (SS) and Brian Sutton (at-large AH), all 1-year terms.

**Outgoing members:** Laura Riddle (AH).

1 to be elected for a 3-year term: 1 from AH

**Nominees:** Derek Jeffreys, AH

### **COMMITTEE OF SIX FULL PROFESSORS**

**6 tenured, full Professors:** one from each of the voting district, plus two at-large members (with no more than 2 from a single voting district).

**Continuing members:** Timothy Meyer (AH) 2-year term; Michael Kraft (SS replacement), Gregory Davis (NS) and Jeffrey Entwistle (at-large AH), all 1-year terms.

**Outgoing member:** Judith Martin (PS), Robert Howe, (at-large NS)

*2 to be elected for a 3-year term: 1 each from PS and 1 at-large*

**Nominees:** Judith Martin, PS

Carol Emmons, AH  
Tian-you Hu, NS

### **COMMITTEE ON RIGHTS AND RESPONSIBILITIES**

**5 tenured members:** one from voting district, plus one at-large. Members may serve up to three consecutive terms. A faculty member shall not serve on the CRR and the Personnel Council, Committee of Six, or the University Committee at the same time.

**Continuing members:** Bryan Vescio (AH), 2-year term; Kim Nielsen (SS) and Kaoime Mallow (at-large AH), both 1-year terms.

**Outgoing members:** John Lyon (NS) and Marilyn Sagrillo (PS)

*2 to be elected for 3-year term; 1 each from NS and PS*

**Nominees:** Steve Dutch, NS  
Tian-you Hu, NS

Marilyn Sagrillo, PS  
Bill Lepley, PS

### **COMMITTEE ON COMMITTEES AND NOMINATIONS**

**5 members of professional rank:** one from each voting district, plus one at-large member. No member is eligible for more than one consecutive term.

**Continuing members:** John Lyon (NS) and Janet Reilly (PS), both 2-year terms; Laurel Phoenix (SS) and Rebecca Meacham (at large AH), both 1-year terms.

**Outgoing members:** Jennifer Mokren (AH)

*1 to be elected for a 3-year term: 1 from AH*

**Nominees:** Hye-Kyung Kim, AH  
Kaoime Malloy, AH  
John Mariano, AH

Faculty Senate New Business 5(a)  
March 10, 2010

## Using Credit for Prior Learning as Residency Credit

Credits earned at both the undergraduate and graduate level through the Credit for Prior Learning process (e.g., standardized examinations, challenge exams, portfolio development) may not be used to satisfy UW-Green Bay Degree Residency Requirements for degrees, major and minors.

### Rationale:

Currently UW-Green Bay has no explicitly stated AAC approved policy that allows Credit for Prior Learning to count toward the residency requirement at either the bachelor's or master's degree level. Current practice at the undergraduate level is to allow these credits to be applied toward residency. This practice was established when UW-Green Bay adopted the PeopleSoft SIS system and was done to expedite the process of transcribing the credits earned through prior learning. At the graduate level current practice is to not allow students to apply any credit earned through prior learning to their degree requirements.

Because Credit for Prior Learning, by definition, represents learning that was not gained while a student was enrolled at UW-Green Bay this policy makes clear that credits earned through Credit for Prior Learning at both the undergraduate and graduate levels may not satisfy UW-Green Bay residency credit requirements.

## **Proposal to Create an Interdisciplinary Task Force on the Creation of a UW-Green Bay Honors Program**

Presented by Illene C. Noppe

### Background:

During the September, 2009 meeting of the Faculty Senate, UC Chair presented, as a discussion item, the possibility of creating a UW-Green Bay Honors Program. Both benefits and drawbacks were opined, but the general consensus amongst Senators was that this was worthy of further exploration. Since that time, UC member Illene Noppe attended the Annual Conference of the National Collegiate Honors Council and engaged in a number of conversations about the possible creation of an Honors Program with the UC, Dean Furlong, Associate Dean Ritch, and Provost Wallace. Although finding resources has been acknowledged as the biggest hurdle thus far in the creation of such a program, the Administration would be supportive of further exploration of what such a program would look like on this campus. In order to accomplish this, the University Committee proposes the creation of an Honors Program Task Force, to be convened by Illene Noppe that would:

- Decide on initial size of honors program.
- Establish admissions criteria.
- Develop curriculum.
- Elect a Director of the Honors Program.
- Establish time line for implementation.

.The Honors Program Task Force would be comprised of one faculty member from each of the four domains (in addition to I. Noppe), which are NS, SS, AH, and Professional Studies and one representative from Academic Staff. The task force would be given one year to complete its work, in the hopes that an Honors Program would begin in the Fall, 2011 semester.

A call for volunteers will be made during the Spring 2010 semester; member selection will be made by the University Committee.

### Proposal

The Faculty Senate of UW-Green Bay endorses the creation of an Honors Program Task Force.

**RECOMMENDATION ON THE GRANTING OF DEGREES**

Be it resolved that the Faculty Senate of the University of Wisconsin-Green Bay, on behalf of the Faculty, recommends to the Chancellor and the Vice Chancellor of the University that the students certified by the Registrar of the University as having completed the requirements of their respective programs be granted their degrees at the spring 2010 Commencement.

Faculty Senate New Business 4(a)

## Academic Forgiveness Policy

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

### The Policy

as amended on 4/14/2010

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

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

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

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

### Who is eligible?

Re-entry students seeking readmission to UWGB who have not earned a baccalaureate degree may be eligible

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

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

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

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

### **The process**

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

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

## Proposed Change in Honors Requirement

### All-University Honors

Honors requirements for students who earn baccalaureate degrees are:

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

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

### Honors Recognition at Commencement

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

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