FACULTY SENATE MEETING AGENDA MATERIALS for 05 April 2021

The University Committee encourages senators to discuss the agenda with their departmental faculty prior to meeting.
AGENDA

1. Memorial Resolutions for:
   Professor Emeritus John Fett (Fac doc 2936)
   Professor Emeritus J. Rogers Hollingsworth (Fac doc 2937)
   Professor Emeritus Howard Weinbrot (Fac doc 2938)

2. Announcements/Information Items

3. Hildale Awards
   Biological Sciences Division: Michael Fiore, Department of Medicine, School of Medicine and
   Public Health
   Physical Sciences Division: Robert Mathieu, Department of Astronomy, College of Letters &
   Science
   Arts & Humanities Division: Sabine Gross, Department of German, Nordic, and Slavic +,
   College of Letters & Science
   Social Sciences Division: Susan Ellis Weismer, Department of Communication Sciences and
   Disorders, College of Letters & Science

4. State of Research Enterprise

5. Question period

6. Minutes of March 1 meeting (consent).

Reports

8. Archives Committee Annual Report for 2019-2020 (Fac doc 2940)

9. Library Committee Annual Report for 2019-2020 (Fac doc 2941)

10. Committee on Disability Access and Inclusion Annual Report for 2019-2020 (Fac doc 2942)

New business
11. Changes to Faculty Policies and Procedures Chapter 6: Amending FPP 6.59 (University
   Research Council) (vote) (Fac doc 2943)

12. Changes to Faculty Policies and Procedures Chapter 6: Amending FPP 6.46 (Library
   Committee) (vote) (Fac doc 2944)

13. Changes to Faculty Policies and Procedures Chapter 6: Removing FPP 6.24 (Archives
   Committee) (vote) (Fac doc 2945)

14. Proposal to Rescind Faculty Legislation II-500, Archives Policy (vote) (Fac doc 2946)
15. Revision of Faculty Document 1071 (UW-Madison Faculty Policy on Access and Accommodation in Instruction) (*first reading*) (Fac doc 1071 Rev)

16. Policy on Election day class absences (*first reading*) (Fac doc 2947)

Next Faculty Senate meetings: May 3; new session: October 4, November 1, December 6, February 7, 2022, March 7, April 4, May 2
Chancellor Rebecca Blank called the online meeting to order at 3:31 p.m. with 185 voting members present (116 needed for quorum.)

Chancellor Rebecca Blank is cautiously optimistic about COVID-19 test data. After a concerning spike for a couple of days, the rate has fallen back down to .05%. She thanked everyone who’ve made the testing run smoothly. Masks, social distancing, and hand washing remain important to stopping the spread.

University Health Services (UHS) has provided more than 4,800 first doses of the vaccine, with nearly 4,000 of those receiving both doses. Supply remains the biggest hurdle in vaccinating the next eligible group, although UHS will keep pace with vaccinations as supply increases. There was a town hall about vaccines on campus on Thursday. The Chancellor hopes all employees will be vaccinated by the end of May. Based on this, the plan is for in-person classes for the fall semester. The schedule will be available in late March with enrollment in April. Summer courses will mainly be remote and enrollment will also begin in April.

The increased costs and losses due to the pandemic amount to $320M for UW-Madison. Steps to mitigate – and to limit the impact to this and next fiscal year– include providing additional central funding, cutting costs, employee furloughs, and budget cuts to all divisions.

The biggest financial unknown is the state budget. Governor Ever’s budget includes $191M in new funding for UW System, almost double the UW Board of Regents request. The tuition freeze is extended, but new funding would offset the lost revenue. There are additional positions in Extension and CALS, a 2% annual pay increase for faculty and staff, plus two new academic buildings for Engineering and Letters & Science. Also included is short-term borrowing authority and the ability to invest working capital in a sensible manner. The Joint Committee on Finance will develop a budget that must be passed by both houses of the legislature before going to the governor.

There are three ongoing searches of note: Vice Chancellor for Legal Affairs, Chief Diversity Officer, and Director of Division of the Arts. Final applications for admission for fall 2021 are up 17% from last year.

University Committee (UC) Chair Kirsten Wolf shared that the UC suggested edits to drafts of the new Conflict of Commitment Policy. Unfortunately, the first day of instruction in fall 2021 is on the second day of Rosh Hashanah, which is impossible to change at this point, but Convocation has been rescheduled to Friday, September 3.

Chancellor Blank addressed a couple of questions.

The minutes of the [February 1, 2021](#) meeting were approved by consent.

Professor Steph Tai (Law) presented the Committee for GLTBQ People in the University annual report ([Faculty Document 2931](#)).
University Committee Chair Kirsten Wolf presented the report on Faculty Senate apportionment (Faculty Document 2932).

University Committee member Eric Sandgren moved to substitute the current document (Faculty Document 2879 Rev 2) on the section of Faculty Policies and Procedures that covers the promotion of faculty from associate professor to professor for the document previously considered in spring 2020. The proposal passed. The Faculty Senate voted to delay a final vote on this until the May 3 Faculty Senate meeting.

Senator Noah Weeth Feinstein (District 18, Community and Environmental Sociology) moved approval of a climate divestment and procurement resolution (Faculty Document 2928). The resolution was approved.

University Committee chair Kirsten Wolf moved approval of amendments to the name and composition of the Committee for GLBTQ People in the University (Faculty Document 2933). The changes were approved.

University Committee member Lauren Papp moved to rescind Faculty Legislation II-307, the Consensual Relationships and Reporting Policy (Faculty Document 2934). This was approved.

University Committee chair Kirsten Wolf moved to rescind Faculty Legislation II-302, Nondiscrimination Policy of the Athletic Board (Faculty Document 2935). This was approved.

The meeting adjourned at 4:39 pm.

Heather Daniels
Secretary of the Faculty
Memorial Resolution of the Faculty of the University of Wisconsin-Madison

On the Death of Professor Emeritus John H. Fett

Professor John H. Fett passed away unexpectedly but peacefully at his home on Tuesday, January 30, 2018. John was born on May 7, 1932 in Plymouth, Wisconsin, to Walter and Lily (Weber) Fett. Growing up in Plymouth, John was active in FFA and 4H, played the clarinet in his school’s band, and worked on his family’s farm. He continued to work on the farm, kept bees, and produced maple syrup for eight years after his 1950 graduation from Plymouth High School. He then enrolled at the University of Wisconsin where he earned his Bachelor’s and Master’s degrees in Agricultural Journalism and Ph.D. in Mass Communication. John was hired as an instructor at the university in 1962 and joined the faculty of the Department of Agricultural Journalism (now Life Sciences Communication) as a professor in 1967.

In 1967, John spent three years at Universidade Federal do Rio Grande do Sul in Porto Alegre, Brazil with a U.S. Agency for International Development program. It is here where he met his wife, Neiva. They were married in 1970 and returned to Madison. They spent 9 months in Brasilia, Brazil in 1976 when John was awarded a Fulbright-Hays scholarship. John served as chair of his department from 1977 to 1982. He spent his career teaching classes in radio, film, and publications. His research focused on development communication, information program evaluation, theory and practice of communication in rural development in developing countries, and evaluation of extension and other education information programs. He was passionate about his work and made wonderful, life-long friends of colleagues and students.

While John loved his work, his family was what was most important to him. He and Neiva and their children, Ana and Steven, enjoyed family vacations, holiday fun, Sunday afternoons on the golf course, and just spending time together. In retirement, John enjoyed making his grandchildren laugh, working on his golf game (in vain, he would say), cooking special meals, working in the yard, participating in a men’s group at Bethel Lutheran Church, producing beautiful stained glass and wood working projects, and tackling a nightly crossword puzzle with Neiva.

John is survived by his wife of 47 years, Neiva; children, Ana (Jason) Stephens and Steven (Sayaka) Fett; sister, Jane Behrens; and grandchildren, Evelyn, Brady and Samantha Stephens. He was preceded in death by his parents, and sisters, Carol and Helen Fett.

John was a wonderful colleague, husband, father, father-in-law, grandpa and friend. He is sorely missed.
Memorial Resolution of the Faculty of the University of Wisconsin-Madison
On the Death of Professor Emeritus J. Rogers Hollingsworth

J. Rogers Hollingsworth, Professor Emeritus at the University of Wisconsin-Madison, died on October 23, 2019. He was 87.

Hollingsworth was born in the small town of Anniston, Alabama. He earned a B.A. in History and Philosophy from Emory University in 1954 and in 1960 a Ph.D. in History from the University of Chicago, where he worked with Walter Johnson in American politics, Daniel Boorstin in intellectual history, and William H. McNeil on western civilization. His first academic appointment was at the University of Illinois at Urbana-Champaign. He joined the University of Wisconsin–Madison faculty in the Department of History in 1964 and after 1985 also held an appointment in the Department of Sociology. He retired from Madison in 2000 but afterward accepted a series of Visiting Scholar appointments at the University of California, San Diego: at the Department of Physics’ Institute for Nonlinear Science over 2002-2010, the BioCircuits Institute over 2010-2018, and at the Kavli Institute for Brain and Mind in 2019.

Hollingsworth’s work ranged over a very wide area of topics, including the dynamics of nation and state building, state-formation, varieties of economic governance and industrial policy, American hospitals and comparative health services, and the organizational bases of scientific discovery. His approach to all these topics was consistently materialist, historically informed and comparative, and always appreciative of the importance of institution forms and organizational routines in shaping social interests. Hollingsworth enjoyed the company and collaboration of an unusually wide range of U.S. and foreign scholars. From early in life to his end, his favorite collaborator was his beloved wife Ellen Jane, herself a distinguished social scientist.

Reflecting both his range of interests and indefatigability, Hollingsworth travelled widely in his research, not just in the U.S. and Europe but throughout Africa, Asia, the Middle East, and South America. During his time in Madison he was also a visiting scholar at a range of other universities and research centers, in the U.K., the Netherlands, Germany, and Sweden. Among his many honors, he received an Honorary Doctorate of Philosophy from the University of Uppsala, Sweden in 1995 and from Emory in 1997. But the recognition that gave him most satisfaction was his 1996 election to the Presidency of the Society for the Advancement of Socio-Economics, which he helped start.

Among the hundreds of colleagues and thousands of students who knew him, Hollingsworth will be remembered not just for his many intellectual contributions and distinctive voice, but for his appetite for and fearlessness in inquiry, high standards of research, and sheer determination in getting a good unlocking explanation of whatever social puzzle he’d taken on. Many will also remember his steadfastness as a friend, his basic decency, his quiet but steady social activism, and his visceral loathing of injustice and bullying. Born and raised in a community and region of exceptionally violent economic oppression and racism, Hollingsworth never forgot that past or thought it dead. Aware of progress since and ever hopeful of more in the future, he had few illusions about people or this country but lots of love for both.

Hollingsworth is survived by his sister Lenora Brownlee, his wife of 62 years Ellen Jane Hollingsworth, their daughter Lauren, son-in-law Jeff Goldman, and grandchild Dashiell.
Memorial Resolution of the Faculty of the University of Wisconsin-Madison
On the Death of Professor Emeritus Howard D. Weinbrot

Howard D. Weinbrot, Ricardo Quintana Professor of English, Emeritus and Vilas Research Professor of English, Emeritus died from COVID-19 on January 19, 2021 at the age of 84. He is survived by his wife, Dawn Simon Weinbrot.

Professor Weinbrot earned his BA from Antioch College in 1958, and his MA and PhD from the University of Chicago in 1959 and 1963. After teaching for three years at Yale University, he was an Assistant and then Associate Professor at University of California-Riverside from 1966 to 1969. He then moved to the University of Wisconsin, his academic home until his retirement in 2012. He was proud to be part of the eighteenth-century English faculty at Wisconsin, where Ricardo Quintana had taught and where he became colleagues and close friends with Phillip Harth and Eric Rothstein. In 1984 he became Ricardo Quintana Professor of English, and in 1987 William Freeman Vilas Research Professor in the College of Letters and Science.

Professor Weinbrot’s publications, capacious in knowledge and precise in details, spanned nearly sixty years. In a 2017 essay on historical criticism, he observed that the “historical critic illumines what once was dark,” a statement that perfectly describes his own scholarship, which helped define and broaden the field of eighteenth-century studies. His scholarly work ranged across eighteenth-century topics such as British writers’ transformations of ancient Roman satire, the construction of a British national canon, Anglo-French relations, and shifts in religious attitudes, always with careful attention to the dynamic interactions between texts and their varied and often conflicting contexts. He wrote about most of the central literary figures of late seventeenth- and eighteenth-century Britain: John Dryden, the Earl of Rochester, Daniel Defoe, Jonathan Swift, Alexander Pope, Henry Fielding, Samuel Richardson, Thomas Gray, William Collins, Oliver Goldsmith, and most centrally for him, Samuel Johnson. Professor Weinbrot published six monographs: The Formal Strain; Studies in Augustan Imitation and Satire (1969); Augustus Caesar in “Augustan” England: The Decline of a Classical Norm (1978); Alexander Pope and the Traditions of Formal Verse Satire (1982); Britannia’s Issue: The Rise of British Literature from Dryden to Ossian (1993); Menippean Satire Reconsidered: From Antiquity to the Eighteenth Century (2005); and Literature, Religion, and the Evolution of Culture 1660–1780 (2013). Some of his over one hundred essays were collected in Eighteenth-Century Satire: Essays on Text and Context from Dryden to Peter Pindar (1988) and Aspects of Samuel Johnson: Essays on His Arts, Mind, Afterlife, and Politics (2005).

One of his earliest and enduring interests was lexicography, and he amassed an impressive collection of eighteenth-century English dictionaries. That interest aligned with his rigorous efforts to ground his interpretations among those plausibly available to contemporary readers. This “historical reader-response” approach was central to his scholarship and teaching.

Professor Weinbrot’s research was grounded in the study of primary materials, and he was always quick to acknowledge with gratitude the fellowships that supported his work: the

He was an eighteenth-century enthusiast, and not just about literature and history, which were central to his scholarship, but also the theatre, painting, architecture, and landscape gardening. He seemed to know everyone at eighteenth-century conferences, in large part because of his generosity and sociability, two traits noted by many people when they learned of his passing. If he saw a fellow attendee dining alone, he would ask to join that person, often junior faculty and graduate students who had never met him.

With his boundless energy and enthusiasm, he was a dedicated teacher and mentor. In the classroom, he cultivated a lively and informed dialogue about material that, no matter how often he taught it, remained fresh and compelling for him. As a dissertation director, he perhaps set a record for responsiveness, nearly always returning drafts within forty-eight hours. He continued to mentor his students after graduation, and was delighted to learn what they were up to.

Professor Weinbrot retired from his faculty position at Wisconsin in 2012 but never retired from scholarship, and continued his research at the Huntington Library, celebrated for its eighteenth-century holdings. With his wife Dawn, he established a Huntington fellowship in 2019 to assist research in eighteenth-century British society and culture. For Professor Weinbrot, the tradition and continuity of eighteenth-century studies was vital, which is why it was so important to him to pay tribute to his mentors and colleagues and to mentor others. It is thus fitting that among his last publications are: a forthcoming essay in Studies in Eighteenth-Century Culture on Donald Greene and the founding of the American Society for Eighteenth-Century Studies (ASECS); a forthcoming essay in the next issue of Swift Studies dedicated to his Wisconsin colleague and friend Phil Harth; and memorial profiles of Harth and Paul Alkon in the Spring and Summer 2020 issues of the ASECS News Circular.

Professor Weinbrot epitomized what it meant to be a scholar of eighteenth-century literature and culture. His splendid contributions to the field, both in his research and his teaching, will not be forgotten.

MEMORIAL COMMITTEE
Richard Begam
Stephen Karian
Mark Vareschi
I. COMMITTEE FUNCTIONS

On the retirement of the Research, Safety and Compliance Oversight Committee, the University Research Council (URC) was established in 2018 as *Faculty Policies and Procedures* 6.59 in Faculty Document 2716.

A. Membership:

The URC shall consist of the following members, serving three-year staggered terms. Each shared governance body will select representation from across campus with substantial experience in the conduct of research. URC members are expected to represent the interests of the university community at large.

1) Eight faculty, selected as follows: a) One faculty member from each of the four divisions, elected by all faculty from slates prepared by the respective divisional committee; and b) one faculty member appointed from each of the four divisions by the University Committee with input in the form of a slate of nominees presented by the Committee on Committees.

2) Two academic staff members.

3) One university staff member.

4) One member of the University Committee (selected annually).

5) The Vice Chancellor for Research and Graduate Education (ex officio, non-voting), who shall chair.

6) The Office of the Vice Chancellor for Research and Graduate Education (OVCRGE) Associate Vice Chancellors for Research (ex officio, non-voting).

7) The Dean of the Graduate School (ex officio, voting).

B. Functions:

1) Advises the Vice Chancellor for Research and Graduate Education (VCRGE) on the overall UW-Madison research enterprise, including, but not limited by enumeration, to:

   a. Strategic planning to maximize the research productivity of faculty and staff, and to support highly innovative, transformative research.
   
   b. Allocation of flexible resources, including resources provided by WARF, such as support of research competitions, matching funds for grants, funding for recruitment and retentions, and honoring research contributions.
   
   c. Major campus-wide research programs and issues.
   
   d. Compliance processes and committees.
   
   e. Approving policies governing five-year reviews for OVCRGE centers to ensure that centers remain at the leading edge of new discoveries. Members of the URC will provide advice to the VCRGE regarding the outcome of Center reviews.
f. Review and approval of the establishment of new, and closing of existing, OVCROME centers.

2) Advises and consults with the Office of Research Policy and Compliance, the Office of Research Policy and Integrity, Research and Sponsored Programs, and other safety and compliance units.

3) Receives and processes inquiries and complaints from research investigators, including faculty, staff, employees-in-training, and students, regarding institutional processes, policies, and procedures that adversely impact the conduct of their research, ensuring effective and rapid resolution of problems involving research, safety, and compliance.

4) Brings to the attention of the VCRGE views and opinions of the faculty and staff. In return, members are responsible for assisting the OVCROME in helping to communicate the research resources of the OVCROME.

5) Advises and counsels the VCRGE and the Chancellor in the formulation of the annual request to the WARF board of trustees. The VCRGE and Chancellor shall routinely seek the advice and counsel of the committee regarding the allocation and disposition of WARF funds. Ensures that the disposition of WARF funds by the university is transparent to the WARF board of trustees. The committee, or its individual members, shall be available to the WARF Board of Trustees, upon request, as direct and independent advisors and as such shall share with the trustees their expertise and insight.

6) Creates subcommittees to study specific topics, as needed.

II. CURRENT AND PAST YEAR ACTIVITIES

April 26, 2018 Meeting:
Wisconsin Energy Institute as a Center within OVCROME (unanimous support to accept WEI as a Center within OVCROME – April 2018; went thru the June UAPC, effective July 1, 2018)
Removal of Center Status for Research Animal Resources and Compliance (RARC) (unanimous in favor of removing RARC as a Center – April 2018; went thru the June 2018 UAPC, effective July 1, 2018)
Biotechnology Center Review (unanimous support to accept the review – April 2018)

December 6, 2018 Meeting:
WARF Budget for FY20
Update on Human Subjects Research Compliance
New Approaches to Industry Research Agreements

March 7, 2019 Meeting:
Wisconsin National Primate Research Center Review (unanimous support to accept the review - March 2019)
Data Science Institute Proposal (unanimous approval to accept the DSI proposal to create a new Center within OVCROME - March 2019; went thru the April 2019 UAPC, effective May 1, 2019)
April 25, 2019 Meeting:
Center for Genomic Science Innovation (approved making the Center for Genomic Science Innovation a new Center in the OVCRGE, separate from the Biotechnology Center - April 2019; went thru the June 2019 UAPC, effective August 1, 2019)

October 31, 2019 Meeting:
Title and Total Compensation
Research Professor Titles
Center Updates
WARF Budget
New Initiatives

April 15, 2020 Meeting:
Dissolution of the Biotron Center (vote was unanimous to dissolve the center – April 2020; went thru the May 2020 UAPC; effective Spring 2021)
LCMB Center Review (unanimously accepted the review – April 2020)
Proposed LCMB Name Change to Center for Quantitative Cell Imaging (CQCM) (vote was unanimous in favor of the name change – April 2020; went thru the May 2020 UAPC; effective Fall 2020)
Discussion of Research Continuity Post COVID-19

May 20, 2020 Meeting:
Discussion on Ramping Up Research on Campus during COVID-19 pandemic

October 30, 2020 Meeting:
Update on Submissions for Pandemic Affected Research Continuity Initiative
Upcoming Initiative – Research Forward (basic overview)
Perspectives on the Impact of COVID-19 on Research

III. CURRENT AND FUTURE ISSUES OR CONCERNS

When the URC was first established, some OVCRGE Center Directors were appointed as inaugural members of the committee. To avoid conflicts of interest, we feel that OVCRGE Center Directors should not serve on this Committee, nor be able to run for these elected positions in the future.

IV. SUMMARY AND RECOMMENDATIONS

• URC accepted the five-year reviews of the Biotechnology Center, Laboratory of Cell and Molecular Biology, and Wisconsin National Primate Research Center
• URC approved a name change from Laboratory of Cell and Molecular Biology to "Center for Quantitative Cell Imaging (CQCM)"; action item was approved by the UAPC
• URC accepted the removal of center status for the Research Animal Resources and Compliance; action item was approved by the UAPC
• URC accepted Data Science Institute as a new Center within OVCRGE; action item was approved by the UAPC
- UW-Madison Fac Doc 2939 — 5 April 2021

- URC approved making the Center for Genomic Science Innovation a new Center in the OVCRGE; separate from the Biotechnology Center; action item was approved by the UAPC
- URC approved the closing of the Biotron; action item was approved by the UAPC

V. COMMITTEE MEMBERSHIP

February 2018-June 2019

Faculty (division/term ends)
- Paul Ahlquist, CALS/Plant Pathology (Biological Sciences/2020)
- Tim Donohue, CALS/Bacteriology (Biological Sciences/2021)
- Dorothy Farrar-Edwards, EDU/Kinesiology (Social Sciences/2021)
- Christopher Kucharik, CALS/Agronomy (Physical Sciences/2021)
- Miron Livny, L&S/Computer Sciences (Physical Sciences/2021)
- Carol Ryff, L&S/Psychology (Social Sciences/2021)
- Mario Ortiz-Robles, L&S/English (Arts and Humanities/2021)
- Elliott Sober, L&S/Philosophy (Arts & Humanities/2019)

Academic Staff
- Kevin Niemi (2021)
- Sainath Suryanarayanan (2020)

University Staff
- Cecilia Stodd (2020)

University Committee Representative
- Kirsten Wolf

VCRGE and Chair
- Norman Drinkwater (Interim)

Associate Vice Chancellors for Research
- Steve Ackerman, Associate Vice Chancellor for Research in the Physical Sciences
- Cynthia Czajkowski, Associate Vice Chancellor for Research in the Biological Sciences
- Jan Greenberg, Associate Vice Chancellor for Research in the Social Sciences
- Florence Hsia, Associate Vice Chancellor for Research in the Arts & Humanities
- Kim Moreland, Associate Vice Chancellor for Research Administration, Director, Research and Sponsored Programs
- Nadine Connor, Associate Vice Chancellor for Research Policy and Compliance
- Brian Fox, Associate Vice Chancellor for Research Policy and Integrity
- Petra Schroeder, Associate Vice Chancellor for Finance and Administration

Dean of the Graduate School
- William Karpus

July 2019–June 2020

Faculty (division/term ends)
- Paul Ahlquist, CALS/Plant Pathology (Biological Sciences/2020)
- Tim Donohue, CALS/Bacteriology (Biological Sciences/2021)
- Dorothy Farrar-Edwards, EDU/Kinesiology (Social Sciences/2021)
- Christopher Kucharik, CALS/Agronomy (Physical Sciences/2021)
- Miron Livny, L&S/Computer Sciences (Physical Sciences/2021)
- Mario Ortiz-Robles, L&S/English (Arts and Humanities/2021)
- Carol Ryff, L&S/Psychology (Social Sciences/2021)
- Mary Trotter, L&S/English (Arts & Humanities/2022)

Academic Staff
- Kevin Niemi (2022)
Sainath Suryanarayanan (2020)

University Staff
Cecilia Stodd (2020)

University Committee Representative
Kirsten Wolf

VCRGE and Chair
Steve Ackerman

Associate Vice Chancellors for Research
Cynthia Czajkowski, Associate Vice Chancellor for Research in the Biological Sciences
Florence Hsia, Associate Vice Chancellor for Research in the Arts & Humanities
Nora Cate Schaeffer, Associate Vice Chancellor for Research in the Social Sciences (Interim)
Amy Wendt, Associate Vice Chancellor for Research in the Physical Sciences (Interim)
Kim Moreland, Associate Vice Chancellor for Research Administration, Director, Research and Sponsored Programs
Nadine Connor, Associate Vice Chancellor for Research Policy and Compliance
Brian Fox, Associate Vice Chancellor for Research Policy and Integrity
Petra Schroeder, Associate Vice Chancellor for Finance and Administration

Dean of the Graduate School
William Karpus

July 2020–June 2021

Faculty (division/term ends)
Tim Donohue, CALS/Bacteriology (Biological Sciences/2021)
Dorothy Farrar-Edwards, EDU/Kinesiology (Social Sciences/2021)
Tim Kamp, SMPH/Medicine (Biological Sciences/2023)
Christopher Kucharik, CALS/Agronomy (Physical Sciences/2021)
Miron Livny, L&S/Computer Sciences (Physical Sciences/2021)
Mario Ortiz-Robles, L&S/English (Arts & Humanities/2021)
Carol Ryff, L&S/Psychology (Social Sciences/2021)
Mary Trotter, L&S/English (Arts & Humanities/2021)

Academic Staff
Rama Maganti (2023)
Kevin Niemi (2022)

University Staff
Micah Roberts, SMPH/Emergency Medicine (2023)

University Committee Representative
Lauren Papp

VCRGE and Chair
Steve Ackerman

Associate Vice Chancellors for Research
Lawrence Berger, Associate Vice Chancellor for Research in the Social Sciences
Cynthia Czajkowski, Associate Vice Chancellor for Research in the Biological Sciences
Florence Hsia, Associate Vice Chancellor for Research in the Arts & Humanities
Amy Wendt, Associate Vice Chancellor for Research in the Physical Sciences (Interim)
Kim Moreland, Associate Vice Chancellor for Research Administration, Director, Research and Sponsored Programs
Nadine Connor, Associate Vice Chancellor for Research Policy and Compliance
Brian Fox, Associate Vice Chancellor for Research Policy and Integrity
Petra Schroeder, Associate Vice Chancellor for Finance and Administration

Dean of the Graduate School
William Karpus
Archives Committee Annual Report for 2019-2020

I. Function

The function of the Archives Committee is to determine the policies governing the control and use of the university archives.

The University Archives and Records Management houses approximately:

- 33,000 linear feet of paper materials
- 2.5 million photos
- 2,100 oral histories
- 4,500 films and videos
- 8,500 audio recordings, memorabilia campus publications, and other university records

Archives Staff:
Katie Nash (University Archivist), Cat Phan (Digital and Media Archivist), Troy Reeves (Oral History Program), and Sarah Grimm (University Records Officer). Archives has two vacancies. The reference desk is being staffed about 40 hours per week by iSchool graduate students and this is working out well.

II. Activities

The Committee meets once each semester. The committee met in November 2019, and in April 2020. The spring meeting was held virtually to discuss retiring the Archives Committee and integrating it into the Library Committee. Present at that meeting were: Junko Mori (chair), Jeri Barak-Cunningham, Tom Purnell, Daniel Einstein, Lisa Bratzke, David Pavelich, Jake Smith, Katie Nash, and Jane Richard. Also present was Heather Daniels (Secretary of the Faculty and Archives Committee emerita)

III. Current and Future Issues or Concerns

Like all other operations, the physical shut-down of campus and other effects due to the COVID-19 pandemic have been the foremost concern. Behind-the-scenes projects has kept everyone busy, including students. However, the public facing responsibilities, like reference, are harder to meet because there’s no access to the physical collections.

The Archives was an independent department for many years and it made sense to establish its own committee. However, when the Archives was put under the umbrella of the General Library System, having separate shared governance committees for the archives and the libraries has not been efficient in addressing common operations.

The recent arrival of the new leaders in the General Library System and in University Archives presented a perfect opportunity for the committee to re-examine the existing structure, which has not been touched for quite some time. After examining pros and cons of different options, the committee arrived at the conclusion that it is best to retire the Archives committee and move its advisory functions to be merged into those the Universities Library Committee (ULC). The
proposed committee structure will parallel to that of the administrative structure. And ULC has a better shared governance structure that includes academic staff, university staff, and students.

The ULC is of the longest-standing committees in the university, and as the shared governance body charged with advising on the overall information services mission of UW-Madison, the ULC is the appropriate place for these functions. The membership and functions of the ULC will be adapted accordingly.

The Archives Committee met virtually on April 27, 2020 and approved this plan.

V. Summary/Recommendation

To implement this integration plan, several things must be done through the University Library Committee and the University Committee and the Faculty Senate; the list below should not be considered complete:

To do - University Libraries Committee
- Update functions of ULC in Faculty Policies & Procedures 6.46
- Include term “archives/archival” where appropriate
- Change membership of ULC to include University Archivist

To do - University Committee/Faculty Senate
- Remove Archives Committee from Faculty Policies & Procedures 6.24
- Remove archives policy from Faculty Legislation II-500
- Consider proposals related to the University Library Committee in Faculty Policies & Procedures 6.46

VI. University Archives Committee Membership, 2019-2020

Faculty [term ends]
Junko Mori, Asian Languages & Cultures (chair) [2020]
Tom Purnell, English [2021]
Jeri Barak-Cunningham [2022]

Academic Staff [term ends]
Daniel Einstein, Facilities Planning & Management [2021]

Ex officio
Jake Smith, Secretary of the Academic Staff
Carole Kolb, Provost’s Designee
Katie Nash, University Archivist
Jane Richard, Secretary of the Faculty’s designee

Named Members
[vacant] Wisconsin Historical Society/State Archivist
Lisa Bratzke, University Library Committee liaison
David Pavelich, General Library System Director’s designee
Appendix

Faculty Policies and Procedures 6.24. ARCHIVES COMMITTEE

A. MEMBERSHIP. The Archives Committee consists of the following members:
   1. Three faculty members appointed for three-year terms.
   2. One academic staff member.
   3. Chair of the University Libraries Committee.
   4. Vice Provost for Libraries
   5. Director of the State Historical Society.
   6. University archivist, ex officio nonvoting.
   7. Secretary of the faculty, ex officio nonvoting.
   8. Provost, ex officio nonvoting.
   9. Secretary of the academic staff, ex officio nonvoting

B. FUNCTIONS. Determines the policies governing the control and use of the university archives.
University Library Committee Annual Report for 2019-2020

I. Committee Charge

The University Library Committee (ULC) reviews, consults and advises on, plans for, and receives reports and recommendations on the performance of library services, automation, budget, administrative structure, and allocation of resources. Responsibility for keeping the faculty, staff and students informed of major issues and for creating opportunities for the faculty, staff and students to discuss priorities also falls to the committee. See Faculty Policies and Procedures 6.46.B

II. Summary of Activities and Issues

1. ULC charge revision, which seeks to bring language up-to-date and align with function and structure of current committee
2. Revisit and discuss relationships and structures between both the Archives Committee and the Memorial Library Committee with ULC
3. Integration of the Archives committee into ULC based on above discussions
4. Robust discussion on ULC communication, which focused on establishing better methods to disseminate information to seek feedback from constituents

III. Presentations to ULC

1. Libraries Overview (Lisa Carter – September)
2. ULC Overview (Lisa Carter, Ellen Jacks – September)
3. Go Big Read (Jules Arensdorf – September)
4. BTAA Operationalizing the Collective Collection (Lisa Carter – October)
5. GLS Strategic Plan (Lisa Carter – October)
6. Campus Planning Committee Presentation (Lisa Carter – November)
7. Our Shared Future (Heather Shimon – December)
8. GLS Strategic Plan Update (Lisa Carter – December and February)
9. Open Education (Kristin Lansdown – March)
10. Research Resources Working Group (Florence Hsia, VCRGE - March)
11. Collection Strategist Position (Lisa Carter – March)
12. Libraries COVID-19 Response and Services (Lisa Carter – April)
13. Libraries’ EDC Strategic Plan Implementation (Ellen Jacks – April)
14. Libraries Services Update (Lisa Carter – May)

IV. Libraries Annual Report and COVID-19 Response

1. The annual report summarizes the Libraries 2019 – 2020 activities, services, and achievements across the following areas:
   a. Excellence in Teaching and Educational Achievement
   b. Excellence in Research and Scholarship
   c. Living the Wisconsin Idea
   d. A Vibrant Campus Community
   e. A High Performing Organization
   f. COVID-19 Response (page 9)
V. Outcomes

2. Absorption of the Archives committee into ULC based on above discussions
3. Established working group to formalize changes to committee charge
4. Decision to establish sub-committee to identify methods to improve communication to constituencies
5. Decision to discuss and work towards consensus to approve remote membership/attendance

VI. Anticipated Priorities for 2020-2021

1. Working group to formalize committee charge changes
2. Finalizing, approving, and bringing revised charges to University Committee
3. Working group to identify and establish better communication with ULC constituents
4. Establish consensus and authorize remote membership/attendance
5. Continued engagement and input on Libraries Strategic Plan
6. Continued engagement with Facilities Master Plan
7. Discussions on open source digital media publications

V. Membership

1. Eight faculty members, two from each faculty division; two of these shall be elected each year by the faculty at large
2. Two members of the academic staff. No member of the library staff may serve as a voting member of the committee
3. Two members of the University staff. No member of the library staff may serve as a voting member of the committee
4. Three students, at least one of whom shall be an undergraduate student and at least one a graduate student
5. Four nonvoting library staff members: the director of the General Library System, ex officio; one other member of the chancellor's Library Coordinating Council, elected by the council & shall rotate among its members; two academic or faculty library staff members, elected by academic and faculty library staff members; one of these shall be elected each year.
6. One nonvoting member from the Office of Budget, Planning, and Analysis and one nonvoting member representing the provost; these members shall be appointed by the provost.

Faculty, dept., division [term end]
Lisa Bratzke, Nur, SS [2021]
Catherine Smith, iSchool, SS [2020]
Sarah Thal, History, AH [2020]
Amy Trentham Dietz, Pop Health Sci [2020]
Alessandro Senes, Biochemistry, PS [2021]
Sean Fain, Med Physics, BS [2022]
Duncan Carlsmith, Physics, PS [2023]
Anne Vila, Fr & Ita, AH [2023]

Academic Staff, dept. [term end]
Carol Pech, VCRGE [2022]
Cid Freitag, DoIT [2022]

University Staff, dept. [term end]
Theresa Pill, Food Sci [2020]

Jordan Hanson, Univ Rel [2021]

Students
Kevin Jacobson
Andrew Pietroske
Kristen Whitson

Ex Officio
Lisa Carter, University Librarian
Bonnie Shucha, LCC liaison
Cameron Cook, academic librarian
Ellen Jacks, academic librarian
Ashley Folcik, Budget, Planning, and Analysis
Dennis Lloyd, Provosts’ appointee
Committee on Disability, Access, and Inclusion
Activities 2019-20

Helped shape through feedback and endorsed via letter the new Disability Accommodation Policy for Employees, Student Assistants, Employees-in Training, Student Employees, and Job Applicants

Helped shape through discussion and feedback and then endorsed via letter the new Central Funding Policy for Sign Language Interpreting, CART (speech-to-text), and Media Captioning.

Discussed and evaluated University of Wisconsin Faculty Document 1071

Participated in evaluation of new Vice Provost for Academic Operations, Vice Provost for Faculty and Staff Programs, and Vice Provost for Teaching and Learning by serving on search committee, attending presentations, and providing feedback to search committee

Participated in selection of the new ADA Coordinator by serving on search committee, attending presentations, and providing feedback to search committee

Contributed to the search for a faculty-level Deaf Access and Equity scholar, which CDAI Chair Gernsbacher chaired

Participated in drafting a resolution to the Division of Diversity, Equity & Educational Achievement to adopt a Disability Justice approach to their work.

Provided feedback and endorsed via letter Disability Pride Madison’s application for support to the Madison Arts Commission.

Evaluated and provided feedback on the UW-Madison Inclusive Teaching Workshops

Appointed first-time postdoctoral fellow (acting) member of the CDAI

Contributed to the Web (Digital) Accessibility Policy

Met with met with Steven Cramer, Vice Provost for Teaching and Learning, to discuss increasing instructional access

Meet with Jennifer Klippel Director of UW-Madison’s Budget Office, to learn about general principles and methods of UW-Madison budgetary decision making

Planned to participate in the Teaching & Learning Symposium (which was cancelled due to COVID)

After transition to remote learning/teaching, identified barriers experienced by students, staff, and faculty with disabilities in virtual participation in UW-Madison life and work
Membership

A. Three Faculty
   1. Morton Ann Gernsbacher, Chair, Professor, Psychology [magernsb@wisc.edu]
   2. Elizabeth Bearden, Professor, English [ebearden@wisc.edu]
   3. Adrian Treves, Professor, Gaylord Nelson Institute for Environmental Studies [atreves@wisc.edu]

B. Three Academic Staff
   1. Lisa Lenertz-Linde, Environmental Health Specialist, Facilities Planning & Management [lenertzlinde@wisc.edu]
   2. Sara Scott, Outreach Specialist, UW School of Medicine and Public Health [sfscott@wisc.edu]
   3. Tim Markle, Senior Outreach Specialist, Waisman Center [markle@waisman.wisc.edu]

C. Two University Staff
   1. Jill Hamann, Environmental Program Associate, Environmental Sciences [jhamann2@wisc.edu]
   2. Vacant

D. One Postdoc: Jeffrey Zemla, Psychology [zemla@wisc.edu]

E. Two Students (one undergraduate and one graduate or professional school student):
   1. Catherine Schiesl, undergraduate student [schiesl@wisc.edu]
   2. Apoorv Saraogee, graduate student, Chemical & Biological Engineering [saraogee@wisc.edu]

E. ADA Coordinator (ex officio voting): Jaimee Gilford, acting [jaimee.gilford@wisc.edu]

F. McBurney Disability Resource Director (ex officio voting): Mari Magler [mari.magler@wisc.edu]

G. Office for Equity and Diversity Disability Coordinator/Employment (ex officio voting): Barbara Lanser [barbara.lanser@wisc.edu]

H. Facilities, Planning and Management Accessibility Specialist (ex officio voting): Top Tantivivat [top.tantivivat@wisc.edu]

I. Digital Technology Accessibility Director (ex officio voting): Phyllis Treige [phyllis.treige@wisc.edu]

Function

1. Advise the University ADA Coordinator and relevant institutional units with primary responsibility for ADA compliance and support their work to ensure the policies, programs, and services of the institution are accessible for students, employees, and guests of the university who have disabilities.

2. Guide or contribute to assessment outcomes leading to improvements in the campus experience.

3. Promote educational activities that support an inclusive campus community and compliance with laws relating to individuals with disabilities.

4. Review applicable policies and practices. Recommend new policies, practices, or changes to existing policies or practices to campus governance bodies or institutional leaders, as appropriate.

5. Lead and/or participate in university initiatives designed to measure campus climate, increase the diversity of the campus community, and improve the experiences of people with disabilities.

Established by Faculty Document 2729, April 2018
Subcommittee on Instructional Access

FUNCTION: Review policies and procedures and recommend changes to ensure the instructional environment is accessible to students with disabilities. Develop and/or recommend best practices and training for instructors on accessible and inclusive instructional design. Instructional access includes but is not limited to classroom, laboratory, internship, externship, study abroad and field experiences; admission and application processes; grading; curriculum requirements.

MEMBERSHIP:
One faculty (co-chair) - Adrian Treves
McBurney Director (co-chair) - Mari Magler
One academic staff - Lisa Lenertz-Lindemer
One student - Catherine Schiesl
Digital Technology Accessibility (Associate) Director - Phyllis Treige

Members on an As-Needed Basis:
- Division of Student Life representative
- Libraries representative
- Office of Admissions and Recruitment representative
- Teaching Academy representative - Adrian Treves
- University Health Services representative
- Vice Chancellor for Research and Graduate Education or designee

Subcommittee on Employment Access

PURVIEW:
Matters concerning the recruitment and retention of employees with disabilities
Policies regarding the provision of reasonable accommodations in the workplace
Education and training regarding workforce members with disabilities.

MEMBERSHIP:
One faculty (co-chair) - Elizabeth Bearden
Office for Equity and Diversity Disability Coordinator/Employment (co-chair) - Barbara Lanser
One academic staff - Tim Markle
One university staff - Jill Hamann
One postdoc - Jeffrey Zemla
Facilities, Planning and Management Accessibility Specialist - Top Tantivivat

Members on an As-Needed Basis:
- Division of Diversity, Equity and Educational Achievement representative
- Office of Human Resources representative
- Office of Legal Affairs representative
- UW Marketing representative
- Teaching Academy representative - Adrian Treves
- Graduate Student representative - Apoorv Saroge
Subcommittee on Digital and Physical Access

FUNCTION:
Ensuring that the physical and digital environment and processes that underlie these environments (i.e., procurement, training, utilization policies, etc.) are accessible to students, employees, and visitors with disabilities.

MEMBERSHIP:
One faculty (co-chair) - Morton Ann Gernsbacher
Digital Technology Accessibility (Associate) Director (co-chair) - Phyllis Treige
One academic staff - vacant
One university staff - Sara Scott
One student - Apoorv Saraogee
McBurney Disability Resource Director or designee - Mari Magler
Facilities, Planning and Management Accessibility Specialist - Top Tantivivat

Members on an As-Needed Basis:
- Libraries representative
- Recreational Sports representative
- Athletics representative
- Transportation Services representative
- Housing representative
- Wisconsin Union representative
- UW Marketing representative
- UWPD representative
- Employee Disability Accommodation Specialist - Jennifer (Jenn) Streator
Proposal to Change Faculty Policies and Procedures 6.59A
University Research Council Membership

To avoid a potential conflict of interest, no faculty member currently serving as a director on a research center administered by the Vice Chancellor for Research and Graduate Education may serve as a voting member on the University Research Council.

6.59. University Research Council

MEMBERSHIP. The University Research Council (URC) shall consist of the following members, serving three-year staggered terms. Each shared governance body will select representation from across campus with substantial experience in the conduct of research. URC members are expected to represent the interests of the university community at large.

1. Eight faculty selected as follows:
   a. One faculty member from each of the four divisions, elected by all faculty from slates prepared by the respective divisional committee.
   b. One faculty member appointed from each of the four divisions by the University Committee with input in the form of a slate of nominees presented by the Committee on Committees.
   c. No faculty member serving as a director of a research center administered by the Vice Chancellor for Research and Graduate Education may serve as a voting member of the committee.

2. Two academic staff members.
3. One university staff member.
4. One member of the University Committee (selected annually).
5. The Vice Chancellor for Research and Graduate Education (ex officio, non-voting), who shall chair.
6. The Associate Vice Chancellors for Research (ex officio, non-voting)
7. The Dean of the Graduate School (ex officio, voting).

Without mark-up

6.59. University Research Council

MEMBERSHIP. The University Research Council (URC) shall consist of the following members, serving three-year staggered terms. Each shared governance body will select representation from across campus with substantial experience in the conduct of research. URC members are expected to represent the interests of the university community at large.

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c. No faculty member serving as a director of a research center administered by the Vice Chancellor for Research and Graduate Education may serve as a voting member of the committee

2. Two academic staff members.
3. One university staff member.
4. One member of the University Committee (selected annually).
5. The Vice Chancellor for Research and Graduate Education (ex officio, non-voting), who shall chair.
6. The Associate Vice Chancellors for Research (ex officio, non-voting)
7. The Dean of the Graduate School (ex officio, voting).
Proposal to Change *Faculty Policies and Procedures 6.46A*,
Library Committee Membership

The Library Committee proposes a change to its name to encompass its scope and its membership to include the University Archivist and to update the name of the campus budget office. The committee is updating its functions to integrate functions, and will be presenting these at a later date.

**Faculty Policies and Procedures 6.46.B**

*With mark-up*

University Libraries Committee

**A. MEMBERSHIP.** The **University Libraries Committee** shall consist of the following members:

1. Eight faculty members, two from each faculty division, to serve four-year terms; two of these shall be elected each year by the faculty at large.
2. Two members of the academic staff. No member of the library staff may serve as a voting member of the committee.
3. Two members of the university staff. No member of the library staff may serve as a voting member of the committee.
4. Three students, at least one of whom shall be an undergraduate student and at least one a graduate student, to serve one-year terms.
5. Four nonvoting library staff members: the director of the General Library System, ex officio; one other member of the chancellor’s Library Coordinating Council, elected by the council to serve a two-year term which shall rotate among its members; two academic or faculty library staff members, elected by academic and faculty library staff members to serve two-year terms; one of these shall be elected each year.
6. One nonvoting member from the **Office of Budget, Planning, and Analysis Madison Budget Office**, and one nonvoting member representing the provost. These members shall be appointed by the provost.
7. **The University Archivist, ex officio, non-voting.**
8. **One member of the ULC will serve on the Campus Planning Committee.**
9. **One member of the ULC will serve on the Memorial Library Committee.**

*Without mark-up*

University Libraries Committee

**A. MEMBERSHIP.** The **University Libraries Committee** shall consist of the following members:

1. Eight faculty members, two from each faculty division, to serve four-year terms; two of these shall be elected each year by the faculty at large.
2. Two members of the academic staff. No member of the library staff may serve as a voting member of the committee.
3. Two members of the university staff. No member of the library staff may serve as a voting member of the committee.
4. Three students, at least one of whom shall be an undergraduate student and at least one a graduate student, to serve one-year terms.
5. Four nonvoting library staff members: the director of the General Library System, ex officio; one other member of the chancellor’s Library Coordinating Council, elected by the council to serve a two-year term which shall rotate among its members; two academic or faculty library staff members, elected by academic and faculty library staff members to serve two-year terms; one of these shall be elected each year.
6. One nonvoting member from the Madison Budget Office, and one nonvoting member representing the provost. These members shall be appointed by the provost.
7. The University Archivist, ex officio, non-voting.
8. One member of the ULC will serve on the Campus Planning Committee.
9. One member of the ULC will serve on the Memorial Library Committee.
Proposal to Remove the Archives Committee from *Faculty Policies and Procedures, 6.24*

The Archives was an independent department for many years and it made sense to establish its own committee. However, since the Archives was put under the umbrella of the General Library System, having separate shared governance committees for the archives and the libraries has not been efficient in addressing common operations.

The recent arrival of the new leaders in the General Library System and in University Archives presented a perfect opportunity for the committee to reexamine the existing structure, which has not been touched for quite some time. After examining pros and cons of different options, the committee arrived at the conclusion that it is best to retire the Archives committee and move its advisory functions to be merged into those of the Universities Library Committee (ULC). The proposed committee structure will parallel to that of the administrative structure. The ULC also has a better shared governance structure that includes academic staff, university staff, and students.

The ULC is one of the longest-standing committees in the university, and as the shared governance body charged with advising on the overall information services mission of UW-Madison, the ULC is the appropriate place for these functions. The membership and functions of the ULC will be adapted accordingly.

The Archives Committee met virtually on April 27, 2020 and approved this plan.

*With mark-up*

*Faculty Policies and Procedures 6.24. ARCHIVES COMMITTEE*

A. **MEMBERSHIP.** The Archives Committee consists of the following members:
   1. Three faculty members appointed for three-year terms.
   2. One academic staff member.
   3. Chair of the University Libraries Committee.
   5. Director of the State Historical Society.
   6. University archivist, ex officio nonvoting.
   7. Secretary of the faculty, ex officio nonvoting.
   8. Provost, ex officio nonvoting.
   9. Secretary of the academic staff, ex officio nonvoting.

B. **FUNCTIONS.** Determines the policies governing the control and use of the university archives.
Proposal to Remove Faculty Legislation II-500, Archives Policy

This legislation was created when the Archives were not part of the General Library System. The legislation has been superseded by state law, UW System policy, and policies within UW-Madison.

II-500: ARCHIVES POLICY

1. MISSION. The primary purposes of the UW-Madison Archives are: to preserve university records and information of permanent historical value; to provide records management services; and to serve as an educational resource encouraging administrative and scholarly research in its collections. As part of General Services, the University Archives reports to the vice chancellor for academic affairs and provost. Its governing policies are approved by the campus Archives Committee (Faculty Policies and Procedures 6.24). Operating policies and procedures employed to carry out the mission of the Archives are based on the “Core Mission and Minimum Standards for University Archives in the University of Wisconsin System,” endorsed by the Board of Regents in 1980.

In carrying out its mission the University Archives:

A) is an official state depository of records. In 1985 the Archives was designated as the official depository for all records of permanent value of the UW-Madison, the System Administration, the UW-Extension, and the Center System.

B) develops, maintains and distributes a manual which outlines procedures for offices to meet their responsibilities for records management and preservation and to gain access to university and State records services.

C) in consultation with appropriate campus offices, provides efficient and economical records management services; determines administrative, financial, legal and historical records preservation needs within the university; and serves as intermediary between university offices and the State of Wisconsin Public Records and Forms Board.

D) appraises, accessions, arranges, describes and preserves records transferred to its custody while providing access to its holdings, in accordance with accepted professional archival principles.

E) cooperates with state and national archival, historical and records management professional organizations on behalf of the university to keep informed on major issues of concern to the profession and participates in networking arrangements to share resources with other research institutions.

2. ROLE OF DIRECTOR OF THE ARCHIVES. The director of the Division of Archives has the working title of university archivist and is responsible for arranging the retention/disposition of records transferred to the custody of the archives, approving records retention policies, and providing general advice and guidance to university offices concerning the preservation of their historical papers and materials. The director establishes working policies and procedures as necessary to carry out the functions of the archives.

3. DEFINITION OF UNIVERSITY RECORDS. The University of Wisconsin-Madison is subject to the definition of public records [Wisconsin Statutes Chapter 16.61 (2) (b)]. This statutory definition applies to all official records created and/or maintained by university offices. All official public records must be scheduled for retention/disposition in accordance with Wisconsin Statutes 16.61, subject to approval by the Public Records and Forms Board. No department or other office may destroy any public record without the permission of the board and university archivist.
Because of the wide range of responsibilities carried out by members of the faculty, their public papers contain a unique combination of professional, research and instructional documentation. While certain portions of faculty papers are covered under the statutory definition, other portions are traditionally considered private papers. The Archives collects both the public and private faculty papers and will provide assistance to faculty members regarding the disposition and preservation of their records.

4. ACCESS/REFERENCE POLICY. Like all other offices of the university, the archives is subject to the provisions of the Open Records Law [Wisconsin Statutes Chapter 19.35]. Records in the archives are open without restriction unless they have been closed or otherwise restricted by statute or other legal agreement. The use of the University Archives is governed by “UW Archives Reference Policy and Rules,” dated January 1988.
Original Title: ACCESS AND ACCOMMODATION IN INSTRUCTION

Proposed Title: ACCESS FOR STUDENTS WITH DISABILITIES

Rationale/Purpose of the Policy

This policy ensures compliance with UW System Board of Regent Policy, Wisconsin Statute, the Americans with Disabilities Act [ADA], including changes made by the ADA Amendments Act of 2008, and Section 504 of the Rehabilitation Act as amended, to prohibit discrimination on the basis of disability. The university must provide reasonable accommodations to qualified students with disabilities to access and participate in its academic programs and educational services.

Definitions

Disability: with respect to a person, under Section 504 of the Rehabilitation Act, as amended, and the Americans with Disabilities Act, as amended, a disability is a:

• physical or mental impairment that substantially limits one or more major life activities (e.g., reading, writing, learning, breathing, hearing, seeing, bodily functions such as cell growth, etc.);
• a record of having such an impairment; or,
• being regarded as having such an impairment.

Student: any person enrolled in a course or participating in a course-related activity or event.

Qualified Student with a Disability: a student with a disability who meets the academic and technical standards required for admission or participation in the course, activity, or program with or without reasonable accommodations.

Faculty/Instructional Personnel: includes but is not limited to, all faculty, instructors, lecturers, teaching assistants, support teaching staff such as librarians delivering instruction, or other individuals (hereby referred to as “faculty”) responsible for delivering or coordinating a course or course-related activity or event.

Campus Disability Authority: the following campus entities have authority to verify disability status and determine reasonable accommodations for individuals with disabilities:

• McBurney Disability Resource Center for credit-earning or degree students, special students, guest auditors, and prospective students
• Divisional Disability Representatives in consultation with the Employee Disability Resources Office for employees or prospective employees
• ADA Coordinator in the Office of Compliance

Division of Continuing Studies: the division provides administrative oversight and support for many of UW-Madison's noncredit courses and certain credit programs taken by UW special students.

Reasonable Accommodation: a reasonable accommodation is an auxiliary aid, service, adjustment, or modification to ensure qualified students with disabilities are not denied or excluded from the benefits of a course, activity, or program.

• A reasonable accommodation does not:
  o alter the knowledge and skills of the program or course;
  o lower academic standards;
• result in a fundamental alteration in the nature of the course, activity, or program; or,
• pose an undue burden to the university.

Examples of reasonable accommodations may include: additional testing time, note-taking, sign-language interpreting, media captioning, or text-to-speech.

Scope

This policy applies to all credit and non-credit courses, academic programs, and instructional activities of the university. This policy applies to all faculty or instructors of all credit and non-credit academic programs and educational services, as well as any participating students.

Policy Details

Student Role and Accommodation Process

The determination and approval of reasonable accommodations for the majority of students, including special students enrolled in credit courses, occurs through the McBurney Disability Resource Center. Accommodations for students in non-credit courses are approved through the Division of Continuing Studies.

• Students are asked to communicate with their faculty during the beginning of the semester or term (or as soon after being approved) to review their approved accommodations and how they will be implemented. Students are expected to give faculty ample notification so accommodations may be timely implemented.
• Students should not expect accommodations to be retroactively applied to course assessments or materials for which due dates have passed.

Faculty/Instructional Personnel Role

• Faculty will be notified of approved accommodations through an accommodation plan.
• If necessary, faculty may reach out to students to discuss implementation of their accommodations after receiving accommodation notification.
• Students who request accommodations directly to faculty may be referred to the McBurney Disability Resource Center (or Division of Continuing Studies as appropriate).
• Faculty are responsible for timely implementation of accommodations and may share accommodation information with others legitimately involved in accommodation implementation such as a teaching assistant or course coordinator.
• Faculty are not required to retroactively implement accommodations for course assessments or materials for which due dates have passed.
• Faculty who are uncertain about or disagree with an accommodation or believe an accommodation poses an undue burden to the university must consult with the McBurney Disability Resource Center even if the accommodation was approved by the Division of Continuing Studies. The McBurney Disability Resource Center will provide guidance.

Division of Continuing Studies Role

• The Division of Continuing Studies is responsible for timely review and response to an accommodation request. The Division of Continuing Studies may not request medical documentation to conduct disability determination but instead may confer with the McBurney Disability Resource Center as needed.
• The Division of Continuing Studies must consult with the McBurney Disability Resource Center prior to denying an accommodation request.
• The Division of Continuing Studies must notify faculty of approved accommodations in writing.

Appeal Rights
Students who have been denied an accommodation have appeal rights as follows:

• Students denied an accommodation through the McBurney Disability Resource Center or Division of Continuing Studies may initially attempt to resolve matters by contacting the McBurney Disability Resource Center to discuss the nature of the complaint, factors to consider as part of the interactive process, and whether an alternative resolution process with the program that denied the accommodation could be engaged. Often, an alternative resolution process is sufficient to address the accommodation concern.

• Students may file an appeal with the ADA Coordinator in the Office of Compliance, and must do so, in writing, within 30-calendar days from the date of accommodation denial. Further information about the appeal process and timely filing is available through the Office of Compliance.

Non-retaliation
It is against UW System Board of Regent Policy 14-6 and federal and state laws to retaliate against a student requesting a reasonable accommodation in terms of their opportunities to enjoy equal terms, benefits, privileges, or conditions of the University’s programs, including social, academic, or recreational activities.

Confidentiality
A student’s affiliation with the McBurney Disability Resource Center or their disability status, medical information, and accommodations, whether issued through the McBurney Disability Resource Center or another unit, are protected under the Family Educational Rights and Privacy Act (FERPA). Faculty should keep this information strictly confidential unless there are legitimate concerns about a student’s wellbeing or there is a legitimate educational interest or need to know, such as sharing with a teaching assistant responsible for the implementation of an accommodation. For further information about confidentiality, contact the McBurney Disability Resource Center or the Office of the Registrar.

Consequence for Non-Compliance

• Non-compliance with the Americans with Disabilities Act (ADA), including the ADA Amendments Act of 2008, may result in monetary damages.

• Non-compliance with Section 504 of the Rehabilitation Act, as amended, may result in loss of federal funding as determined by the U.S. Department of Education’s Office for Civil Rights.

Related UW–Madison Policies
List and provide a link to any other UW–Madison policies that are closely related to the policy itself and may need to be known to users of the policy. (optional)

Related UW–Madison Documents
List and provide a link to any other UW–Madison related documents that provide relevant information and may be necessary to ensure compliance with the policy. (optional)
External References

UW Board of Regent Policy 14-10: Nondiscrimination on the Basis of Disability
UW Board of Regent Policy 14-6: Discrimination, Harassment, and Retaliation
Wisconsin Statute §36.12: Student Discrimination Prohibited
The Americans with Disabilities Act (28 CFR §35): Nondiscrimination on the Basis of Disability in State and Local Government Services
Section 504 of the Rehabilitation Act 34 CFR §104: Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance

Policy Administration

Approval Authority
Office of the Secretary of the Faculty

Policy Manager
ADA Coordinator

Policy Contact(s)
ADA Coordinator
Director and Assistant Dean – McBurney Disability Resource Center
Assistant Dean and Director – Division of Continuing Studies

Ruben Mota
Mari Magler
Martin Rouse

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(608) 265-4508
(608) 263-5174
(608) 262-5825
Policy History

Effective Date  Select the date the policy goes (or went) into effect. (required)

Date Issued   Select the original date the policy was released to the university as approved. (optional)

End Date     Select the date the policy is no longer in effect. (optional)

Next Review

Revised Dates
List all the dates the policy was revised, using MM/DD/YYYY format. (optional)

Reviewed Dates
List all the dates the policy was reviewed, using MM/DD/YYYY format. (optional)
Policy on Election Day Observances

The idea for faculty and instructional staff to offer students flexibility during election days goes as far back as 1970 when an Ad Hoc Committee on the Calendar urged individual members of the faculty to make accommodations for students who choose to miss class in order to participate in the election process. Most recently during the pandemic, instructors were asked to provide flexibility to students working at polls as they filled in for many regular election officials who were unable to work.

This proposal would codify the suggestion of flexibility into a new Faculty Legislation II-110: Election Day Observances.

Faculty Legislation II-110: Election Day Observances

Students must inform instructors at least two weeks prior to an election day due to work as an election official. Students will not receive a grade deduction for not attending class, and instructors will attempt to keep election days free of major assignments.

Instructors will announce early in the semester that students must notify them two weeks prior to an election about their anticipated absence to work at the polls and should include this information on their course syllabi. Make-up work may be scheduled before or after the regularly scheduled requirements.

Instructors are also asked to provide flexibility to students reporting they may be tardy or absent the day of an election due to waiting to vote at the polls.