FACULTY SENATE MEETING AGENDA MATERIALS for 04 October 2021

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

1. Memorial Resolutions for:
   Professor Emeritus Phil Certain (Fac doc 2955)
   Professor Mark Cook (Fac doc 2956)
   Professor Emeritus Peter Eichman (Fac doc 2957)
   Professor Emeritus Donald McCarty (Fac doc 2958)
   Professor Tejumola Olaniyan (Fac doc 2959)

2. Announcements/Information Items

3. State of the University

4. Question period

5. Minutes of May 3 meeting (consent)

Reports

6. Immigration and International Issues Committee Annual Report for 2019-2020 (Fac doc 2960)

7. Recreation and Wellbeing Advisory Board (formerly the Recreational Sports Board) Combined Annual Reports for 2019-2020 and 2020-2021 (Fac doc 2961)

8. Information Technology Committee Annual Report for 2020-2021 (Fac doc 2962)

9. University Library Committee Annual Report for 2020-2021 (Fac doc 2963)

10. University Committee Annual Report for 2020-2021 (Fac doc 2964)

New Business

11. Proposal to Change the Process in Establishing the Academic Calendar: Revision to Faculty Document 2570 (vote) (Fac doc 2570 Rev)

12. Resolution on the Academic Calendar, Diversity and Inclusion (Fac doc 2965) (vote)

13. Proposal to Standardize Membership Information in Faculty Policies and Procedures Chapter 6 Committees: FPP 6.42 (Information Technology Committee), FPP 6.61 (Immigration and International Issues Committee), and FPP 6.54 (University Committee) (vote) (Fac doc 2966)

14. Changes to Faculty Policies and Procedures Chapter 6: Amending FPP 6.48 (Recreational Sports Board) (vote) (Fac doc 2967)

15. Changes to Faculty Policies and Procedures Chapter 6: Amending FPP 6.46 (University Library Committee) (vote) (Fac doc 2968)

16. Changes to Faculty Policies and Procedures Chapters 1, 2, 3, 4, and 6: Amending FPP 1.30 (Meetings of the Faculty), FPP 2.06 (Meetings of the Senate), FPP 3.04 (Meetings of College and School Faculties), FPP 3.06 (Meetings of the Graduate Faculty), FPP 3.07 (Graduate
Faculty Executive Committee), FPP 3.08 (School and College Academic Planning Councils), FPP 4.04 (Divisional Meetings), FPP 4.30 (Divisional Executive Committees: Procedures), FPP 4.40 (Divisional Committee Review Council), and FPP 6.10 (Meetings) (*first reading*) (Fac doc 2969)

Upcoming Faculty Senate Meetings – 3:30 p.m., 272 Bascom Hall

**November 1, December 6, 2021, February 7, March 7, April 4, May 2 2022**
Memorial Resolution of the Faculty of the University of Wisconsin–Madison
On the Death of Professor Emeritus Phillip Robinson Certain

Phillip Robinson (“Phil”) Certain, emeritus professor of chemistry and emeritus dean of the College of Letters and Science, died on August 11, 2020, at Agrace Hospice in Fitchburg, Wisconsin. He was 76 years old and had lived gallantly for several years with progressive supranuclear palsy. Phil was recognized as a scientist, teacher, scholar, administrator, and community leader. He was admired for his integrity, dignity, and decency in all aspects. His life exemplified the Wisconsin Idea.

Phil was born September 21, 1943, in Savannah, Georgia, the second of five children. He graduated from Groves High School in Garden City, Georgia, in 1960. That spring he was chosen by the Georgia Department of Commerce to be one of 21 students in the state to take a week’s bus tour as part of their Student Teacher Achievement Recognition program. Also on the tour was his future wife, Melinda Whitman. In the fall they both entered Emory University in Atlanta and married in 1964. During his senior year, he was elected to Phi Beta Kappa. After receiving BA (1964) and MS (1965) degrees in chemistry, he entered graduate school at UW-Madison in 1965 as an NSF Predoctoral Fellow in theoretical chemistry. Phil received his PhD in 1969 under the supervision of Professor J.O. Hirschfelder and then spent a year in Manchester, England, as a NATO Postdoctoral Fellow in theoretical chemistry. Phil received his PhD in 1969 under the supervision of Professor J.O. Hirschfelder and then spent a year in Manchester, England, as a NATO Postdoctoral Fellow and Ramsay Memorial Fellow.

In 1970 Phil joined the UW-Madison Chemistry Department faculty, teaching general chemistry, junior-level physical chemistry, graduate-level theoretical chemistry, and doing research in theoretical chemistry. He advised more than twenty masters, doctoral, and postdoctoral students, and authored more than 50 scientific publications. He was awarded Sloan, Fulbright, and Guggenheim fellowships, and elected Fellow of the American Association for the Advancement of Science.

Phil served as Chair of the Department from 1982 to 1986, before being appointed Associate Vice Chancellor for Academic Affairs, 1986-89. In 1987, he served as Acting Vice Chancellor (now called Provost). After two years back in the Chemistry department, he was named Associate Dean for Natural Sciences, College of Letters and Science in 1991, and became Dean in July 1993. He retired in September 2004.

During his tenure as Dean, he maintained and even increased the quality of the College in the face of numerous budget cuts. He was successful in maintaining the quality of the faculty in all areas. He advocated for the creation of the Center for Humanities and the International Institute. He introduced freshman seminars to ensure a small class experience within a large university. He supported innovations in undergraduate education and outreach to the broader community. He obtained funds for building renovations for Ingraham Hall (International Studies), Chamberlain Hall (Physics), and the Washburn Observatory (L&S Honors Program) and for new construction (the Shain Research Tower of Chemistry). He recruited and mentored women and underrepresented minorities for faculty and staff appointments and for academic leadership positions.

His philosophy of education is summarized in the invited essay The Future of the Liberal Arts, found in Proud Traditions and Future Challenges, a volume celebrating the sesquicentennial of UW-Madison. In this essay, he emphasized the breadth of the liberal arts, encompassing the humanities and the sciences, as well as the challenges facing the liberal arts in the modern world. His vision for the faculty is contained in the essay Desirable Qualities of a Faculty Member.

Phil served on many campus committees, including the campus Undergraduate Education Committee and the faculty Physical Sciences Divisional Committee. At the national level, he was a Consultant/Evaluator for the Higher Learning Commission of the North Central Association and helped review more than 30 universities for reaccreditation. He served as President of the Colleges of Arts and Sciences Council. He also served on the Council for the International Exchange of Scholars advisory board for the Senior
Fulbright Program, and as a member of the review panel for sub-Saharan Africa. He served as Wisconsin delegate to the Association of Universities for Research in Astronomy, which oversees the national telescopes, including the Hubble telescope. He helped provide funding for the Wisconsin group at the facility in Geneva which discovered the Higgs boson.

In retirement, he organized and led a seminar for department chairs, program directors, and dean’s staff to increase their knowledge of the University of Wisconsin-Madison (2005-2008); served on the UW Design Review Board, which reviews all major remodeling and new construction projects at the university (2010-2015); chaired several committees to review the performance of college deans; and served as President of the UW Retirement Association (2013-2015).

In the community, Phil was an active Board member of Madison Opera and from 2016-2018 served as President of the Madison Opera Board of Trustees. With a fellow Board member, he helped devise several outreach activities surrounding the successful 2014 production of the opera *Dead Man Walking*. Phil served for ten years (2002-2012) on the Board of Trustees at Edgewood College, and as Chair of the Board (2008-2010). He was a member of Town and Gown. He was a member of First Congregational U.C.C. for over 50 years and has held many offices including Moderator (2011), Treasurer (2015-16), and chair of the Board of Stewardship. In 2011, he helped lead a successful $2 million campaign. His community service included helping prepare turkeys for the church’s annual Thanksgiving dinner for the community and helping serve lunches to the homeless at Luke House.

Phil was deeply committed to broadening access to the university and increasing diversity among students and faculty. In addition to his efforts within the university, he served on the Board of the Madison Urban League and the Affirmative Action Advisory Committee of the Madison Metropolitan School District. He was on the Mayor’s Task Force on Race Relations. He also gave strong support to the creation of the International Institute at the university. In the words of Emeritus Provost and Chancellor John D. Wiley, he was “one of the very best, most creative, and responsive Deans I could even imagine, much less work with.”

Phil was a caring colleague and leader. He was a remarkable man whose actions and contributions shall help generations live the Wisconsin Idea.

**Memorial Committee**

Bassam Z. Shakhashiri (Chemistry), chair  
Ludwig W. Bruch (Physics)  
Katharine C. Lyall (Emeritus President UW System)  
Alexander Nagel (Mathematics)
Memorial Resolution of the Faculty of the University of Wisconsin–Madison  

On the Death of Professor Mark E. Cook

Dr. Mark E. Cook, professor in the Department of Animal Sciences, died on September 9, 2017, at the age of 61. Mark was born and grew up in Houma, Louisiana where he married his high school sweetheart, Ellen Burleigh Cook. Mark and Ellen shared many interests, including a passion for immunology research. Together they published articles and obtained a patent focused on inhibition of allergic inflammation by the nutritional supplement, CLA. Mark will be forever loved by his wife of 36 years, and their children, Lynn Gahagan, LeighAnn (John) Carmody, and Crague (Elysse). Mark was survived by his parents, Audrey and Ann Cook who recently passed away in 2021 and 2020, respectively; by his brothers, Byron and Kent; and his grandchildren, Isla, Colin, Oliver, Bodin, and Tatum. Mark will also be remembered with love by his numerous nieces, nephews and extended family and dear friends.

As a teen, Mark spent summers working on his uncle's large farm, where he grew to understand many of the concerns faced by commercial livestock producers. His experience there was prophetic. Mark attended Louisiana State University, where he earned a BS in microbiology in 1978, a MS in poultry nutrition in 1980, and a PhD in poultry nutrition and immunology in 1982. After completion of post-doctoral research in the Poultry Science Department at the University of Wisconsin-Madison, Mark accepted a faculty position in the same department in 1983. As his career progressed, Mark developed a prolific research program focused on poultry nutrition and disease. In 2019, Professor Mark E. Cook was inducted into the Poultry Science Hall of Fame. Mark was a self-proclaimed “chickenologist”, who loved to tout the value of chickens to agricultural and biomedical research.

Throughout his research career, Professor Cook was intent on adding value to chicken eggs. He and his students perfected the use of laying hens for the purpose of producing egg yolks containing targeted antibodies. By vaccinating hens with specific peptides, the hens produced egg yolk antibodies with specific immunoreactivity to antigens found in the GI tracts of other species, e.g., pigs, cattle, sheep, and laboratory rodents. Among his countless discoveries in this area was the finding that egg yolk antibodies could be sprayed onto animal feed to replace antibiotics. This application led to two of his several spin-off companies, aOva LLC and AbE Discovery, LLC. These companies were founded on egg yolk antibody technologies that used egg products to enhance feed conversion efficiency and to serve as alternatives to antibiotics in animal feeds. In doing so, these eggs from vaccinated hens had much higher value than table eggs. Mark loved the science odyssey afforded to him by the research with egg yolk antibodies.

Mark's research yielded 50 patents in the US and abroad. These patents, along with his exceptional entrepreneurial talent, were hallmarks of his work. He commercialized his discoveries, spinning off a number of highly productive and successful business enterprises, including Isomark, LLC, which advanced a technology focused on measuring isotopes in the breath as a form of non-invasive early detection of infection.

Dr. Cook was highly regarded in his field for his outstanding contributions to education and science at regional, state, national, and international levels. Over dozens of years, he mentored and trained generations of scientists who are now advancing his knowledge and expertise to make innovative, valuable, and practical contributions in science and the marketplace. Mark was an outstanding faculty citizen of his department, the College of Agricultural and Life Sciences and the UW-Madison campus. While his scientific credentials grew to be acknowledged nationally and internationally, he could still be relied upon to participate in faculty committees at each of these levels. He invested significant time in service to faculty governance at the campus levels, in which he influenced changes in university and industry relationships. One remarkable achievement was co-authorship with Provost Paul DeLuca, of the D2P (Discovery to Product) initiative. The D2P program was designed to bring to commerce the ideas and technology originating within UW-Madison. The initiative continues to nurture entrepreneurship by young scientists on the UW-Madison campus.

Four traits, Enthusiasm, Energy, Vision, and Resourcefulness that Mark displayed throughout his career attracted students to Mark’s classes and his laboratory. After Mark’s death a former student wrote that she remembered Mark as the “crazy chicken guy”. Mark’s devotion to chickens could be likened to that of a...
highly virulent pathogen. He infected students with enthusiasm and they have carried his enthusiasm into their careers both in the poultry industry and beyond. Mark was always smiling, nothing seemed to hold back his zest for life. He accepted people as they were and devoted his energy to help them accomplish their potential. Mark could envision what might be, when others were simply clueless. An example of his creativity and out-of-the-box thinking is his patent for alleviation of “hairballs” in cats. If a neighbor brought a hair ball to you with a question, most people might simply acknowledge, yes that is a problem, but Mark had a vision for an opportunity and filed a patent. Students are attracted to those who are resourceful and can provide rapid responses to their questions. Mark’s “can do attitude” instilled confidence in his students that not only infected his students with enthusiasm, energy, vision and resourcefulness, but with an attitude that they could accomplish their potential. This can-do attitude was the key to his attraction to students, which instilled confidence in those who worked with him, regardless of the challenges they faced. One of Mark’s favorite phrases to use with his trainees who were stuck was “two heads are better than one, even if one is a cabbage head.” This provided reassurance that he was there to walk beside students to overcome barriers both in scientific inquiry and sometimes life’s day-to-day struggles.

Mark took his devotion to students beyond poultry and amplified his instructional impact by agreeing to co-instruct the An Sci 101, Introduction to Animal Science course, each Fall semester to nearly 120 students from approximately 2000 through 2016. He desired to teach a large class of freshmen Animal and Dairy Science students because he wanted to impact the professional development of these young scientists early in their careers. His aims were to impart his infectious scientific curiosity and analytical thought process to them. Of course, all of these students came to appreciate that he loved chickens and promoted the species whenever possible. The An Sci 101 was a success because students enjoyed the stimulating nature of Dr. Cook’s instruction and his emphasis of hands-on laboratory experiences. He and his An Sci 101 co-instructor, Dr. David Combs, published a paper (J. Anim. Sci. 92:856-864, 2014) in which they showed that their instruction caused student attitudes to migrate from initial polarity toward centrist views. He promoted active learning in his courses by challenging students to read peer-reviewed science publications, discuss their views, and then write their synthesis of thoughts following this analytical process.

Mark had career long interests in teaching poultry science to undergraduate students. Mark’s outstanding instructional performance in An Sci 512, Management for Avian Health was a core course he developed for the Mid-West Poultry Consortium, Center of Excellence program. He also had a vision for where Animal Science was going, recognizing the need for shifts in curriculum geared towards instruction in animal welfare; he developed two courses entitled Human-Animal Symbiosis, and Law, Ethics and Practice. His energy was un-ending and his impact as an educator and colleague far-reaching. When his PhD students walked across the stage, his parting words to some were, “We are equals now…” again leaving a lasting impression on those who experienced his words of wisdom.

In his final weeks of life, Mark wrote a letter to our department. A couple of key sentences were: “I have had a full life that would be the envy of any” … and … “To my students, graduate students, postdocs and scientists, you will be taken care of…” Mark saw all of his students as family, building a legacy that will last for decades, who will have a broad influence on the Poultry and Animal Sciences fields and society in general. His career embodied the Wisconsin Idea. He is sorely missed by his family, students, and colleagues.

Memorial Committee
Daniel M. Schaefer, Professor
Vanessa Leone, Assistant Professor
Thomas D. Crenshaw, Professor
Memorial Resolution of the Faculty of the University of Wisconsin–Madison
On the Death of Professor Emeritus Peter L. Eichman

Dr. Peter L. Eichman, Professor Emeritus of Neurology died on January 7, 2021 at age 95, in Green Valley, AZ. He was one of the most influential neurologists in the state of Wisconsin in the second part of the 20th century and was the youngest Dean of Medical School in the University’s history.

Dr. Peter Eichman was a native of Pennsylvania, born in Philadelphia on November 18, 1925. He received his B.S degree from St. Joseph’s College in 1945 and M.D. degree from the Jefferson Medical College in 1949.

He did his internship at Fitzgerald-Mercy Hospital, Lansdowne, Pennsylvania (1949-1950). His residency and fellowship training included: Walter Reed Hospital (Hepatic and Metabolic Diseases, 1950-1951); Jefferson Medical College (Infectious diseases, 1951-1952); Mayo Clinic Medicine and Neurology, 1952-1954) and University of Wisconsin Hospital (Neuropsychiatry, 1954-1955).

After completion of his residency he was Instructor in the Department of Neuropsychiatry at UW Medical School (1955-1957) and in 1957 was appointed Assistant Professor of Neurology. In 1962 he was promoted to the rank of Associate Professor of Neurology and Medicine, and in 1965 to the rank of Professor of Medicine and Neurology.

Early in his career he distinguished himself for his outstanding administrative and leadership skills. In 1962 he was named the UW Student Health Service Director and shortly later, in 1964, he was appointed Chief of Staff of the University Hospital. Dr. Eichman was Dean of UW Medical School between 1965-1971. He was appointed Dean at the very young age of 39, with a reputation as an effective leader with superb communication skills and a keen sense of organizational stewardship. His commitment to working for the University continued throughout his long career, including service on the University Committee from 1982-1985, which he chaired during the 1984-1985 school year.

His major accomplishments included his relentless advocacy and work with state authorities to expand our medical center and build the west medical campus. He presented to the legislature a strong case that there was a dramatic shortage of physicians in the state. He fought for the support of the governor and politicians in the state, advocating for expeditious expansion of the medical center on the west campus site in the interest of the people of Wisconsin. The construction of the new Clinical Science Center and the UW Hospital started in 1973.

Dr. Eichman was an expert clinical neurologist and educator, with superb bedside manner. He was a magnificent teacher and mentor to medical students, residents, and fellows. His subspecialty interest was in Neuromuscular Diseases and Electrodiagnostic Medicine and for many years he directed the Electromyography Laboratory at the UW Hospital. He was a member of many professional societies, including American Academy of Neurology, American College of Physicians, American Medical Association, American Society of Clinical Neurologists and American Association for the Advancement of Science.
In 1972 the University of Wisconsin granted leave to Dr. Eichman to serve as Deputy Director of the Federal Bureau of Health Manpower Education. The Bureau’s main mission was increasing the nation’s health manpower pool. Throughout his life he was a strong advocate for individuals with disabilities, perhaps influenced by his own experience of childhood polio. In 1967 he joined the Governor’s Committee on Employment of the Handicapped. He was a very active participant in Rotary International's campaign to eradicate polio worldwide.

He was a most dedicated, respectful doctor, beloved by his patients and their families. He was an inspirational role model for several generations of students, physicians in training and younger colleagues. He had a most gentle, calm demeanor. His kindness, generosity and his ever-present warm smile will always be missed by all of us.

He is survived by his wife Phyllis (née Kettelhon) whom he married in 1955 and five children, nine grandchildren and six great-grandchildren.

**Memorial Committee**
Andrew J. Waclawik, M.D.
Thomas P. Sutula, M.D., PhD.
John Fleming, M.D
Memorial Resolution of the Faculty of the University of Wisconsin–Madison
On the Death of Professor Emeritus Donald McCarty

Dr. Donald McCarty, emeritus professor and former dean of the School of Education, served for nine years as Dean of the School of Education and dedicated another 18 years to the department of Educational Leadership and Policy Analysis (known then as the Department of Educational Administration) at the University of Wisconsin - Madison. His work focused in particular on teacher education and the politics of education. Additionally, he served on numerous university committees and state and national commissions and boards, including playing an instrumental role in establishing UW-Madison’s first Committee on Equity. With his significant contributions and passionate mentorship of students, Dr. McCarty left a significant legacy in the department, the School of Education, and education leadership community.

Dr. McCarty’s work highlights his passion for teacher education. McCarty worked for North Central Association, aiming to improve teacher education programs through the association’s accreditation process. He also served as Executive Director of the National Council of Professors of Educational Administration and was involved with several oversees teacher education projects. Dr. McCarty was remembered as a quietly effective leader whose steady hand through the turbulent late 1960s and early 1970s laid the foundation for the nationally recognized program the School of Education is today.

McCarty was born in Sheshequin, Pennsylvania. He joined the Army Air Corps in 1938, serving through World War II until he was honorably discharged as a Major in 1946. He completed his Bachelor of Science in History at Columbia University in 1949. He continued on at Teachers College, Columbia University, earning an MA in the teaching of social studies in 1950. Donald taught middle school and high school history in Brookings, South Dakota and Tom’s River, New Jersey before becoming Superintendent of Schools in Colman, South Dakota. While he coached football, basketball in Tom’s River, the state-winning debate teams in Brookings and Colman were a particular point of pride for him. McCarty earned his PhD in educational administration from the University of Chicago in 1959 and became a professor and chair of educational administration at Cornell University.

In 1966, McCarty was hired as just the fourth dean of UW-Madison’s School of Education. He served in this role until 1975 and then returned to his role as a professor in what is now known as the Department of Educational Leadership and Policy Analysis until 1993. After retiring from UW-Madison, McCarty became director of doctoral studies at Cardinal Stritch University in Milwaukee, where he remained into the mid-2000s.

Beyond his work at UW-Madison, he loved Madison and was deeply involved in a wide variety of community activities and boards. In particular, he was a devoted fan of Badger football and men’s and women’s basketball, tended to the Shorewood Hills Community Garden, delighted in live theatre, and took courses on literature well into his 80s.

The Department of Educational Leadership and Policy Analysis extends our sincerest condolences to his family and friends.

Respectfully submitted by Dr. Jerlando F. L. Jackson,
Vilas Distinguished Professor of Higher Education,
Department Chair – Educational Leadership and Policy Analysis,
and Director & Chief Research Scientist - Wisconsin’s Equity & Inclusion Laboratory.
Memorial Resolution of the Faculty of the University of Wisconsin–Madison
On the Death of Professor Tejumola Olaniyan

Tejumola Olaniyan, Louise Durham Mead Professor of English and African Cultural Studies, as well as Wole Soyinka Professor of the Humanities at the University of Wisconsin–Madison, passed away suddenly at his home in Madison on November 30, 2019. He was 60. A member of the UW Faculty for 18 years, Olaniyan was a world-renowned scholar whose long career of decolonial scholarship, inspired teaching, and institution building greatly enhance the national as well as international reputation of the humanities at UW-Madison. He is fondly remembered and widely admired by colleagues around the world and the many students he tirelessly mentored.

As an expert in the discipline of Anglophone literatures and cultures of Africa and the African Diaspora, as well as postcolonial literary and cultural studies, drama and theatre theory and criticism, and popular culture studies, Olaniyan both embodied and extended the domain of humanist inquiry. His particular acumen—evident in the nine books he either authored or edited—was in understanding how human symbolic expressions, in a variety of media, are created to make sense of the world as well as transform it. He brought an urgent ethical sensibility to his scholarly and pedagogical pursuits by emphasizing not only the conditions with which the people of Africa and the African Diaspora cope, but the ways in which they operate under, thrive within, and shape those conditions. These areas of emphasis were evident in his first monograph, *Scars of Conquest/Masks of Resistance: The Invention of Cultural Identities in African, African American and Caribbean Drama* (1995), which examines the dominant preoccupation with refashioning a collective cultural self in the drama of peoples of African origin cross-culturally and cross-continentially. That preoccupation began as part of a general project of cultural decolonization in the early twentieth century, and picked up steam with the wave of anticolonial independence of the erstwhile colonies and African American civil rights struggles in the United States. Olaniyan’s innovation was to read the transcontinental passion of several key playwrights as an all-consuming quest for the manufacture of a dramatic and cultural identity against the decivilizing claims of the European racist archive going back to the eighteenth-century. His second monograph, *Arrest the Music! Fela and His Rebel Art and Politics* (2004) is widely recognized as a major work of interdisciplinary African cultural studies, combining methods of musicology, performance studies, and media archaeology. The late Nigerian musician, Fela Anikulapo-Kuti, was for over two decades the Black world’s most militant and most controversial popular political star, playing an inventive “afrobeat” sound that took the last five hundred years, from slavery to post-independence and civil rights, as its thematic and stylistic inspiration. Olaniyan’s book about his life and music created a new model of scholarly inquiry that has influenced many subsequent studies. It has been widely reviewed, and conference panels continue to be organized around it. The book was selected as a finalist for the 2005 Association for Recorded Sound Collections (ASRC)’s Best Research in World Music Award.

Olaniyan’s commitment to decolonial scholarship also exhibited a collective ethos, made manifest by the six anthologies he edited or co-edited. Recognizing his location in fields in need of material resources to aid in the production and dissemination of original interpretive insights, Olaniyan made major investments in time and intellectual energy, building the infrastructure to ensure that such scholarship happens sustainably into the future. The fruits of that effort include *African Diaspora and Performance* (2004), *African Literature: An Anthology of Theory and Criticism* (2007)—which is by far the most well-known across continents wherever African literature and criticism are taught—*African Diaspora and the Disciplines* (2010), *Audible Empire* (2016), *State and Culture in Postcolonial Africa: Enchantings* (2017), *Taking African Cartoons Seriously* (2018). Related to these edited books is his extensive work with journals. Olaniyan was the Editor-in-Chief of the *Journal of the African Literature Association*. He also edited seven special issues (not counting one that became
a book), co-edited one issue, and edited three sections of journal issues. He was co-editor of the University of Wisconsin Press book series, “Africa and the Diaspora: History, Politics, Culture.”

Olaniyan was a scholar of the first order, but he was also unique as a field institutional builder. He was an elected board member of the African Studies Association (ASA), and president of the African Literature Association (ALA). He served on the Award Committee of the Netherlands Prince Claus Fund. He compiled an online digital encyclopedia of African cartoons and cartoonists, africacartoons.com. Indeed, he can be said to have enacted a generous and generative understanding that decolonial research and scholarship requires sharing and collaboration.

This intellectual generosity was put into practice more locally at UW-Madison in Olaniyan’s work with students, collaboration across departments, and administrative program building. Working across two departments at UW-Madison, he was the director of 22 doctoral dissertations, 1 Master’s thesis, and 4 undergraduate theses. In addition, he was a member of another 40 dissertation committees across 11 departments. Related to this work with students was his consistent scholarly collaboration with colleagues across a vast array of disciplines from art to English, geography, evolutionary biology, and archeological chemistry, all in furtherance of cutting-edge postcolonial, African and African diaspora scholarship. He was head of the African Diaspora and the Atlantic World Research Circle (ADAWRC) and he served as Interim Director of the Institute for Research in the Humanities (IRH) in 2011-2012. And he served as Chair of the Department of African Cultural Studies from 2015-2018.

Born in Omu-Aran, Kwara State, Nigeria, Olaniyan went on to graduate top of his class in Dramatic Arts at the University of Ife (now Obafemi Awolowo University), Ile-Ife, Osun State, Nigeria, and earned a Master of Arts in the same field before coming to the United States in 1987 to undertake his doctoral studies at Cornell University. He taught at the University of Virginia before moving to UW-Madison in 2001. His wife, Mojisola Olaniyan is Assistant Dean and Director of Academic Enhancement in the UW-Madison Law School. His daughters, Bolajoko and Olabimpe both attended UW-Madison and Bolajoko currently serves as Program Director for Wisconsin-in-Washington, in the UW-Madison International Division.

Olaniyan may have been as accomplished as any humanist scholar can be, but he is perhaps best remembered as an incredibly humble collaborator, mentor, and institution builder, all of which he accomplished through a unique blend of dogged perseverance, high standards, humor, and friendly warmth. UW-Madison is abundantly fortunate to have benefited from his talents and sincerity; his absence is deeply felt.

Memorial Committee
Matthew H. Brown
Russ Castronovo
Katrina Daly Thompson
Anja Wanner
Chancellor Rebecca Blank called the online meeting to order at 3:32 p.m. with 155 voting members present (113 needed for quorum.) Memorial resolutions were offered for Professor Emerita Chère Gibson (Faculty Document 2948), Professor Emeritus Earl Shrago (Faculty Document 2949), and Professor Emeritus John Suttie (Faculty Document 2950).

Chancellor Rebecca Blank reflected on the difficulties of the last academic year. On a brighter note, the campus COVID-19 infection rate was successfully controlled in spring semester. Fully vaccinated employees and students are exempt from campus testing requirements. UHS is collecting information on vaccinations for those who were vaccinated off campus.

Looking ahead to COVID-19 measures, effective Monday, May 10, access to campus buildings and facilities will no longer be limited to those with a green Badger Badge. However, employees and students are expected to maintain a green status, and units and classes may require it. Watch for frequent updates on safety measures for fall.

Faculty salaries for full professors in a 12-member peer group rose from last place to 5th place; associate and assistant professors also moved up in the rankings. This is thanks to UW-Madison funding (especially in fall 2019) and consistent state pay plans.

University Committee Chair Kirsten Wolf reminded everyone that the 1st day of fall 2021 instruction is on the 2nd day of Rosh Hashanah. Faculty are strongly encouraged to offer alternatives for students if they are unable to attend class on that day. The new biweekly payroll cycle will begin in July. Faculty should check how this will affect their monthly income and visit the single payroll website for more information.

Interim Chief Diversity Officer Cheryl Gittens reported that 32 new faculty have been hired on the TOP program as of this spring. Her office has held over 70 affinity group gatherings for faculty and staff this year. The Raimey-Noland campaign has been launched to raise money to support DEI initiatives. A campus-wide committee sponsored by both Cheryl Gittens and Beth Meyerand, Vice Provost for Faculty and Staff, will coordinate efforts to build diversity, equity, and inclusion learning activities for faculty and staff.

There were several questions about the new Conflict of Commitment policy, see the FAQ and quick summary.

Professor Paola Hernandez (Spanish & Portuguese) presented the Kemper Knapp Committee annual report (Faculty Document 2951), Professor Dante Fratta (Civil & Environmental Engineering) presented the Committee on Undergraduate Recruitment, Admissions and Financial Aid annual report (Faculty Document 2952), Professor Carey McAndrews (Planning & Landscape Architecture) presented the Campus Transportation Committee annual report (Faculty Document 2953) and UC Chair Kirsten Wolf presented the elections report (Faculty Document 2954). There were no questions on these reports.
The Faculty Senate continued discussion on the item Promotion from Associate Professor to Professor (Addition of *Faculty Policies and Procedures* 7.16) ([Faculty Document 2879 Rev 2](#)) that was deferred from the March Faculty Senate meeting. The new section was approved with one amendment.

University Committee member Eric Sandgren moved approval of a revision of Faculty Document 1971, which covers accommodations for students with disabilities ([Faculty Document 1071 Rev](#)). The revision was approved.

University Committee chair Kirsten Wolf presented moved approval of a new policy on Election Day class absences ([Faculty Document 2947](#)). The policy was approved with one amendment.

The meeting adjourned at 4:54 pm.

Heather Daniels
Secretary of the Faculty
Immigration and International Issues Committee  
 *(Faculty Policies & Procedures 6.61.)*  
 Annual Report for 2019-2020

I. Statement of Committee Functions

The Immigration and International Issues (III) Committee in the University:

1. Provides general advice and recommendations to the administration and all governance bodies on immigration and international student, faculty, and staff issues.
2. Considers how immigration policy impacts UW-Madison students, faculty, and staff and then provides guidance to campus leadership, especially offices working with immigration issues.
3. Considers how international policies impact UW-Madison students, faculty, and staff and then provides guidance to campus leadership, especially offices working with international issues.

The committee’s “Operating Procedures” (18 September 2018) are available upon request from the Office of the Secretary of the Faculty.

Professor Alfonso Morales (DPLA) Chaired the committee in 2019-2020.

Committee members for 2019-20 included:

Faculty  
ALEXANDRA HUNEEUS, LAW/; L&S/CTR LAW SOCIETY & JUSTICE (on sabbatical Spring 2020)  
WAN-JU LI, SMPH, ORTHO/REHABILITATION  
JOHN MACKAY, L&S/PHILOSOPHY  
ALFONSO MORALES, Chair, L&S/PLANNING & LANDSCAPE ARCH

Academic Staff  
KRISTIN DALBY, Secretary, L&S/ENGLISH  
WEIJIA LI, EDUC/ELPA; L&S/GERMAN NORDIC & SLAVIC

University Staff  
KIM BESTA, CALS/BACTERIOLOGY  
KORY BREUER, VCRGE/WID

Students  
LENNOX OWINO OCHIENG  
GABRIELLA SCHULTZ  
PACHIA YANG
Ex Officio
MARIA AHMAD, MULTICULTURAL STUDENT CENTER
ERIN BARBATO, IMMIGRANT JUSTICE CLINIC
JASON JONELY, Designee (VP/Dean of the International Div)
SAMANTHA MACABE, DOS/ADMINISTRATION/ISSDOS/ADMINISTRATION/ISS
JENNIFER TAYLOR, G SERV/HUMAN RES/IFSS,G SERV/HUMAN RES/IFSS

II. Activities

The Committee is in its second year and we engaged in further fact finding and discovery. We also developed new sources of information of use to the committee and those we serve. Additionally, we acted on behalf of undocumented staff by advancing resolutions to the Faculty Senate and the Academic Staff Association, discussed below. The Committee hears concerns about III generally, as they are associated with different schools, colleges, institutes, and divisions as well as different demographic groups. For instance, engineering and laboratory science disciplines share a particular concern with securing visas for interested applicants. In the course of this year, Dean’s level administrators frequently asked the committee about immigration options for various staff/postdoctoral professionals. Those concerns prompted the Chancellor to constitute an ad hoc committee that took up the issue of immigration support during the Summer of 2020.

Chair Morales agreed to serve a third year to help establish continuity in the Committee’s activities. The Committee drafted a succession plan and sought a co-chair for 2020-21. John MacKay will be the Co-Chair in 2020-21. Morales established contact with several committees on campus whose work overlaps with III, e.g. Committee on Women. He also established contact with Cynthia P. Williams, International Policy Advisor of the International Division who is based in Washington DC. Morales will ensure that MacKay is a party to these relationships in 2020-21.

Maj Fisher requested and received feedback from the committee on the international resources webpage developed by staff in the International Division with input from the Office of Human Resources, Division of Student Life and other interested stakeholders

In order to hear and address various campus concerns, the III established three subcommittees:
  a. DACA: Maria Ahmad & Alex Huneeus
  b. Career Services: John McKay, Samantha McCabe, and Kristin Dalby
  c. Education of campus community: Samantha McCabe, Pachia Yang, and Jennifer Taylor

These individuals are commended for their work.

In the Spring semester, the sub-committees brought forward substantial concerns regarding the status of undocumented students and staff, as well as the status of the optional practical training (OPT) program. While the opportunity passed for the UW to join other universities in an amicus
brief on behalf of OPT, the committee commenced the work of raising the profile and problem of undocumented students and staff. The career subcommittee described the substantial momentum building for identifying and filling gaps in career services for international students. This relationship building could become important as campus restructures services for international students, staff, and visitors.

COVID-19 became a substantial problem we discussed in terms of combatting racist/xenophobic comments about coronavirus. Committee members commiserated on the problems represented by such reprehensible remarks and shared supportive lessons from various campus units that might be deployed on behalf of more humane behavior. Likewise, the Committee shared various resources for supporting students who remained in Madison following the closing of campus.

The importance of community building and strong and supportive relationships among international students was discussed and committee members conveyed these messages to staff.

We learned of the deep and diverse mental health concerns among international staff, faculty, and students. We were particularly attentive to the plight of students and staff as well as their extraordinary interest in either attending the UW or working at the UW. We continued learning of the persistent inability of the UW to compete with peer institutions for students, faculty, postdocs, and staff. We also continued distinguishing between legal and administrative understandings of III situations.

Ongoing Parallel Processes

The Chair developed a relationship with Cynthia Williams in DC who regularly informs the III on federal relations and the work of other campuses, in the Big Ten and elsewhere working on III issues we share. The Committee acknowledges the related work being conducted by the Chancellor-constituted *ad hoc* committee on immigration support, which we discussed in our 2018-19 report, and the AVP Working Group on Faculty of Color. The III Committee discussed how the nature of such overlaps varies by the definition of “Faculty of Color” and the approach that the Division of Diversity, Equity, and Educational Achievement takes to immigration and international issues. However, we did not take any action or make recommendations on these observations.

Research and Action

Committee members brought substantial experience with III concerns from many parts of campus and in these peer-peer discussions among members, we came to a better understanding of the scope and scale of the III charge. We also solicited presentations by ex officio and other members of the UW. We collected resources from campus and community and researched other institutions’ efforts in the area of III.

Highlights of data collected:

- Jenny Faust of UW Strategic Consulting presented on the work of an ad hoc Chancellor’s committee on reorganizing how the UW serves international faculty, staff, students, and visitors.
- Cynthia P. Williams, International Policy Advisor of the International Division made frequent updates on the status of OPT, DACA, and other matters salient to the III.
Cynthia is commended for her work as many on the committee found her updates timely and useful.

III. Recommendations

As a result of III discussions and in collaboration with Cynthia Williams, Heather Daniels, Secretary of the Faculty, and Jake Smith Secretary of the Academic Staff we advanced two resolutions on behalf of DACA staff that were approved by the Faculty Senate (https://kb.wisc.edu/images/group222/shared/2020-05-04FacultySenate/2894DACA_ResolutionforStaff.pdf) and the Academic Staff Association (“Resolution to Support UW-Madison DACA Employees” (ASA #737)).

Both bodies approved these in May of 2020.

IV. Agenda for 2020-21

The committee anticipates selecting, researching, and making recommendations on III concerns in the coming academic year.

In conclusion, the Committee Chair commends Cynthia Williams and Kristin Dalby in service to the III committee.
Recreation and Wellbeing Advisory Board (formerly the Recreational Sports Board)  
Combined Annual Reports for 2019-2020 and 2020-2021

I. Statement of Committee

In 2019, the Recreational Sports Board was part of a reorganization in the Office for Student Affairs. Under the umbrella of University Health and Wellbeing, the shared governance committee is now called the Recreation and Wellbeing Advisory Board, or, for short, the Rec Well Board. *Faculty Policies and Procedures* 6.48 will be updated with the new name and functions. There were no reports for 2016-2017, 2017-2018, or 2018-2019.

II. Activities

2019-2020

- The Rec Well Board met six times in 2019-2020
- The Board monitored progress on completion of the Nicholas Recreation Center (The Nick). Schedule setbacks were caused by city utility work and contractor errors, with further impact due to COVID-19. Completion had been expected early in 2020, but the various problems resulted in a fall 2020 completion.
- The Board was given several presentations on the evolving design of the Natatorium’s replacement. The 3-lane track received the most attention. Rec Well staff worked with a runner's club to do the best possible within budgetary constraints.
- The COVID-19 pandemic had a wide range of negative impacts on Rec Well facilities, programs, and finances. From facility closures initially to later use of a number of Rec Well facilities for COVID-19 testing and vaccination, the pandemic severely limited Rec Well operations, along with causing a substantial loss of revenue and the inability of students to work. Rec Well staff made enormous efforts to develop virtual programming.

2020-2021

- (Oct. 20th/2020) Mario F. Trujillo is voted as the new Chair of the board. The Nicholas Recreation Center opened on 9/28/2020. All facilities were operated at 25% capacity. The New Natatorium is expected to be opened in spring 2023.
- (Nov. 4th/2020) A 20% decrease from SERF to Nick usage has been recorded, and it is a result of the much larger square footage of the Nick. To mitigate Covid-19 infection risks, air recirculation was increased.
- (Jan. 6th/2021) The Nielsen Tennis Stadium & the Shell were named as testing sites. Community members were not allowed into buildings. Widespread campus testing strategy began.
- (Feb. 3rd/2021) The natatorium building was demolished. Construction for the new Natatorium began in late February.
- (March 3rd/2021) With badger apps and frequent testing available, the facilities were allowed to increase their capacity limits to 50%.
- (April 7th/2021) Membership change: 4-months and 12 months memberships phased out (motion unanimously passed). Only the recurring option and a 1-month option remain.

(continued)
Flexible cancellation policy remains in action. Price of membership stays roughly in par with what students pay from their segregated fees ($381.95).

- (May 5th/2021) Annual reports were discussed. We had two pending reports from 2019-2020 and the current one from 2020-2021.

For other items discussed and of interest to the committee, see the Recreation and Wellbeing Annual Report for 2019-2020

III. Financial impact on Rec Well

Three additional meetings were scheduled with a subcommittee of the board to discuss budgets for Rec Well facilities.

1. Revenue shortfall was estimated to be approximately $1M during the budget subcommittee meetings. This shortfall was due in part to impacts in the following areas:
   a. Intramural sports fees.
   b. Group fitness revenue.
   c. Personal training.
   d. Locker rental.
   e. Membership revenue.
   f. Special events.

2. In a more recent communication (Sept. 2021) from the director of Rec Well, Aaron Hobson, the overall actual losses were closer to $470,000. Additionally, approximately $350,000 were received in reimbursements from hosting testing and vaccination clinics in Rec Well facilities. Other cost reduction measures including hiring freezes, reduced expenditures, and elimination of professional travel. Future Issues

V. Summary/Recommendations

The Rec Well Advisory Board will continue to work closely with Division of Recreational Sports staff and campus administration to consider long-range recreational services to benefit the campus community.
Proposed changed to Faculty Policies and Procedures 6.48

6.48. Recreational Sports Board—Recreation and Wellbeing Advisory Board
Short name: Rec Well Board

Faculty are appointed by the Committee on Committees; academic staff, university staff, and student members are selected according to procedures established by their shared governance system.

MEMBERSHIP. The Recreational Sports Board shall consist of the following members:

A. Membership (16 seats):
   1. Three faculty members appointed for 3-year terms
   2. Two academic staff members appointed for 3-year terms
   3. Two university staff members appointed for 3-year terms
   4. Seven student members appointed for 1-year terms
   5. Director of the Division of Recreational Sports, ex officio, nonvoting
   6. Representative of the Division of Intercollegiate Athletics, ex officio, nonvoting

Chair: The chair shall be chosen by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair.

Other membership notes: One member representing the committee (selected from among current or recent past membership) will serve on the Campus Planning Committee (FPP 6.28), to be appointed annually.

B. Functions:
   1. Advises. Provides input and makes recommendations to the administration concerning the director of Rec Well, and other administrative offices as appropriate, on the development, programming, staffing, maintenance, and financing of Rec Well recreational sports facilities for faculty, staff, and students.
   2. Initiates actions in matters of budget and personnel for the chancellor.
   3. Monitors, reviews, and evaluates university services provided by Rec Well, or activities that employ Rec Well facilities that originate from entities external to Rec Well, which may include outside review of membership and rate card pricing.
   4. When issues related to academic matters develop, decisions shall be restricted to a subcommittee consisting of the faculty members of the committee. Disputes about identifying issues as academic shall be resolved by the University Committee.
   5. Reports annually to the official governance bodies representing the faculty, academic staff, university staff, and students. Note: this is covered by FPP 6.02
   6. Participates actively in the development of fiscally responsible Rec Well budget and approves it for recommendation to the chancellor. The involvement of at least one student member is required in this function.
VI. Rec Well Board Membership

2019-2020

**Faculty [term ends]**
- Cliff Thurber (chair), Geoscience
- Michael Thomas, Bacteriology [2020]
- Mario Trujillo, Mechanical Eng [2023]

**Academic Staff [term ends]**
- Mary Trevelen, Ag & Appl Econ [2020]
- Katie Effertz, DCS [2022]

**University Staff [term ends]**
- Tracy Chynoweth, Athletics [2020]
- Michelle Berry, WSLH [2022]

**Students**
- Abigail Grant
- Nathan Evers
- Morgan Grunow
- Madison Johnson
- Grace Kenefick
- Leslie Olson
- Landon Tselepis

**Ex officio, Non-voting**
- Jason King, Athletics
- John Horn, VCFA

2020-2021

**Faculty [term ends]**
- Mario Trujillo (chair), Mechanical Eng [2023]
- Paul Peppard, Pop Health Sci [2024]
- Nathan Sherer, Oncology [2021]

**Academic Staff [term ends]**
- Katie Effertz, DCS [2022] also on the Campus Planning Committee, 2021-2022
- Sarah Marcotte, SOHE [2023]

**University Staff [term ends]**
- Michelle Berry, WSLH [2022]
- William Clifton, Chazen Museum [2023]

**Students**
- Abigail Grant
- Kevin Jacobson
- Abigail Neuber
- vacant
- vacant
- vacant

**Ex officio, Non-voting**
- Aaron Hobson, Rec Sports
- Jason King, Athletics

**Friend of the Board**
- Gary Mitchell, SMPH/Medicine

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**University Recreation and Wellbeing statements**

**Mission**: We move Badgers to play hard, get fit, and live well.

**Vision**: To build a movement of healthy habits through inclusion, education, innovation, and connection.

Website: https://recwell.wisc.edu/
Facebook: https://www.facebook.com/uwrecwell/
Instagram: https://www.instagram.com/uwrecwell/
Information Technology Committee
Annual Report for 2020-2021

This report covers the last year of activity of the ITC. The 2020-2021 time period was likely already going to be a period of major activity. This though was substantially magnified by the importance of IT during the pandemic (i.e., the need for a substantial major of the university community to quickly adapt to online research, teaching, meetings, etc.).

I. Structure. For our charge and current membership, see https://committeetracker.wisc.edu/Committee/Details/388.

Executive Committee Rotation Structure: Since the last report, the ITC has established and begun implementation of a rotation wherein the most recent past chair stays on for a period of one year to work with the current chair. Together then with the next year’s incoming chair these individuals (previous, current, incoming chairs) together form a three-person leadership team that meets monthly. This structure was implemented with the belief that it would add significant stability in the management of ITC leadership and thus far has been successful in accomplishing that goal.

II. Activities.

A) Over the current reporting period many of our activities, if not entirely precipitated by the pandemic, were at least accelerated because of it. These include for instance:

1) Web Conferencing Technology Policy: An interim policy governing web conferencing technologies that record and retain the content of sessions (e.g., audio, visual, attendee list, chat) was quickly developed and approved by ITC in spring 2020. A full permanent policy was then put in place as of April of 2021.

2) Web Conferencing Suite Assessment: In Spring 2020 we, as a campus, had no choice but to more or less make do with the video conferencing tools that we had available to us at the time in order to successfully complete the semester. During this period of time though, the ITC saw the need to evaluate the level of satisfaction with the available web conferencing tools and to determine whether those tools met the needs of the campus. In concert with the CIO’s office, we developed and deployed a campus wide survey in late June/early July 2020 that was completed by 860 unique individuals. From this survey it was clear (A) that the existing suite of web conferencing tools available at that time was viewed as insufficient to meet the needs of the community and (B) that Zoom was viewed as a tool that had the capabilities to meet those needs. The information from this survey was then used as a critical piece of data by the CIO in arguing for the need to purchase Zoom (which moved incredibly quickly in terms of both procurement and then rollout – being available prior to the start of Fall 2021). We believe this to be an excellent example of the power of shared governance, as well as of the extremely positive and collaborative relationship that exists between the ITC and the Office of the CIO.
B) We also continued on the path set forth in previous years in pushing toward analytics and data acquisition that allow campus IT stakeholders to make more data-driven decisions. This is, for example, reflected in the IT Asset Reporting Policy that was worked on throughout 2020 and eventually approved by the committee in Spring 2021. In short, as noted in the policy, ensuring that we have an accurate inventory of IT assets on campus enables effective procurement, maintenance, and disposal of IT assets, provides data on institutional IT spending and thus can inform IT strategic planning, and ensures that all IT assets in need of security management are identified in order to reduce cybersecurity risks. This latter point dovetails with yet another policy worked on and approved by the committee during the 2020-2021 academic year – the Endpoint Management and Security Policy.

C) Finally, the committee oversaw and provided guidance on a host of issues that arose during the year, including contractual issues with Box and Piazza.

III. ITC Vision

The overall vision for the ITC remains much unchanged since the last report. We seek to position the University of Wisconsin-Madison to realize strategic mission goals through a coordinated and innovative set of campus IT services.

Strategies to Achieve Vision

1. Continue to shift key performance metrics from a focus on IT activity to service and value-oriented outcomes aligned with institutional mission and strategic objectives.
2. Optimize the existing service inventory by reducing redundancies and moving toward standardization of tools through creation of a campus-wide service catalog.
3. Enhance information sharing, analytics and data to allow campus IT stakeholders to make more data-driven decisions.
4. Identify, define and implement an appropriate sourcing and management model for IT services based on a hybrid platform model including on-premises and cloud services.
5. Adapt IT campus organizations to be brokers of services through definition of user needs and management of the service inventory and cloud services.
6. Create a new campus IT funding model to support the IT mission and strategies.

IV. Membership

Faculty, [term ends]
Shawn Green, Psychology, [2022], chair
Margie Rosenberg, WSOB, [2022]
Jun Zhu, Statistics, [2021]
John Curtain, Psychology, [2022]
Catherine Smith, iSchool, [2022]
Joe Salmons, Language Sci Prog, [2022]
Jayshree Samanta, Comp Bios, [2021]
Richard Halverson, ELPA, [2022]
Michael Newton, Biostat&Med Infor, [2023]
Mike Zinn, Mech Eng, [2023]
Tom Dubois, GNS, [2024]

Academic Staff
Teresa Nguyen, LS, [2021]
Peter Hoonakke, Eng, [2021]
Elizabeth Harris, Eng, [2023]

University Staff
Scott Hubing, IT, [2021]
Brian Shore, Geography, [2024]
Sue Foldy, AOS, [2021]

Students
Ethan Simonen, [2021]
Yasmine Ferguson, [2021]
University Libraries Committee
Annual Report for 2020-2021

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
a. Revised ULC charges, function and membership, updating language and aligning with function and structure of current committee
b. Explored and initiated use of MS Teams for ULC Committee communication between committee members and for ULC Meetings.
c. Provided suggestions for improved dissemination of information from ULC members to constituents
 d. Approved remote attendance at ULC Meetings
 e. Held (4) 30-minute discussions with Carrie Nelson on Open Access and Sustainable Publishing, following ULC meetings.
f. Reviewed the Libraries’ Annual report and Strategic Planning progress

III. Presentations to ULC
a. Libraries Overview and Service Update (Lisa Carter – September)
  i. Libraries by the Numbers (handout)
b. ULC Overview (Lisa Carter – September)
c. Digitization and ILL Report (Lee Konrad – October)
d. UW-Madison Libraries Strategic Directions Update (Lisa Carter – October)
  i. Strategic Directions (handout)
e. MINDS@UW & Public access to research data (Cameron Cook – November)
f. Libraries’ Contribution to Educational Continuity (Sheila Stoeckel – December)
g. Introduction to Libraries Micro-courses (Alex Stark – December)
h. Libraries’ Annual Report and Strategic Planning (Lisa Carter - December)
  i. Patents and Trademark Support (Dave Bloom - February)
j. Graduate Student Survey and Libraries Support (Lesley Moyo, Todd Michelson-Ambelang - February)
k. Open Access Advisory Group (Carrie Nelson – February)
l. Open Access Discussion – Promoting Sustainable Publishing and Open Research (Carrie Nelson – November-February)
m. Memorial Sprinkler Project (Lisa Carter, Alex Johnson, Lesley Moyo – March)
n. Libraries Budget Reduction Presentation (Nancy Graff Schultz – April)

IV. Libraries Annual Report and COVID-19 Response
a. The annual report summarizes the Libraries 2020-2021 activities, services, and
achievements across the following areas:
  i. Excellence in Teaching and Educational Achievement
  ii. Excellence in Research and Scholarship
  iii. Living the Wisconsin Idea
  iv. A Vibrant Campus Community
  v. A High Performing Organization
  vi. COVID-19 Response

V. Outcomes
  a. ULC Charge, Membership and Function were revised and approved
  b. Open Access Advisory Group planned
  c. Remote attendance approved
  d. MS Teams piloted for communication between ULC members for 2020-2021. At May
  e. 2021 meeting ULC members indicated preference for Zoom over MS Teams as a meeting
     platform.

VI. Anticipated Priorities for 2020-2021
  a. Consider suggestions from ULC Subcommittee for better communication with ULC
     constituents, and continue to build on this work.
  b. Assist in Libraries’ assessment of digital media priorities and access to library resources
  c. Remain connected to Open Access Advisory Group to help inform discussions on
     sustainable publishing and open access issues for campus.
  d. Follow plans for remodeling and design of fire prevention and suppression systems
  e. Continued engagement with Libraries Strategic Plan and Facilities Master Plan
  f. Encourage UW-Madison faculty participation in Ithaka Faculty Survey
  g. Clarify relationship with Memorial Library Committee
I. Functions
As the executive committee of the Faculty Senate, the UC has the following functions (as abbreviated from *Faculty Policies and Procedures (FPP)* 6.54.B.):

- Considers questions concerning the educational interests and policies of the university
- Advises on procedures and involves the faculty in policy development and decision making
- Consults with and provides advice to administrative officers on budget matters
- Prepares the agenda for the faculty senate
- Makes timely reports to the faculty
- Appoints and/or advises on the appointment of faculty to committees
- Serves as the faculty’s grievance committee, except for matters within the jurisdiction of the Committee on Faculty Rights and Responsibilities.

In addition, the UC serves as the board of directors of PROFS, Inc., which is a voluntary, non-profit organization of UW-Madison faculty that advocates before state legislators, the governor, the Board of Regents, members of Congress and the public and represents the interests of the faculty to members of the state legislature and to other officials and state agencies.

II. Issues Addressed
Issues are brought to the UC by members of the faculty, or administration, or by the Academic Staff Executive Committee (ASEC), or the University Staff Central Committee (USCC), or the Associated Students of Madison (ASM), by individuals, or are generated internally within the UC itself. Some of these issues are eventually brought to the senate for action.

The UC reporting year runs from June 1 to May 31. The committee held 45 business meetings in 2020-2021. The UC spent a significant portion of its time on issues related to the following:

- *The COVID-19 pandemic* dominated every meeting, particularly in regards to the impact in shifting to online instruction, but also testing and other safety protocols. UC meetings were held online from March 23, 2020 through September 13, 2021.

- *The educational interests and policies of the university*, including considering questions of policy posed by members of the faculty and administration, communicating with and appointing faculty to committees, and setting the agendas for Faculty Senate meetings.
• **The process of joint/shared governance**, including representing the interests of the faculty in discussions and follow-through with members of campus and school/college administrations, the UW System Board of Regents and the other campuses of the UW System, the academic staff through coordination with ASEC, the university staff through coordination with the USCC, and the student body through coordination with ASM.

• **Rule waiver and other requests** (see below) including tenure clock extensions, leaves of absence, grievances, and dual role approvals.

• **Relations with state government**, including responding to and addressing issues related to state legislation and proposals including the biennial budget, the Wisconsin Idea, tenure, shared governance, resource and management flexibilities, tuition revenue generation and caps, out-of-state enrollments, faculty compensation and pay tools. The UC sought input from faculty, staff, students, administration, the UW System Board of Regents, the UW System, and colleagues at other UW campuses concerning the impact of proposed and actual legislative changes.

• **High-level searches** (see below), including serving on and consulting with search and screen committees for high-level positions.

**Issues addressed by the Faculty Senate**
The Faculty Senate typically meets on the first Monday of October, November, February, March, April, and May. A special meeting was added September 14, 2020 for the senators to learn more about the “Smart Restart” of the campus in fall 2020, and to vote on an adjustment to the spring semester 2021. The change would move the start of the semester back by nearly a week and remove spring break. Spring break would be replaced by no class held on Saturday, March 27 and a long weekend that begins with no class on Friday, April 2 and school resuming on April 5.

Other business and legislation of the Faculty Senate between October 2020 and May 2021 are summarized below:

• Reports/policies
  o The spring semester 2021 academic calendar was adapted to eliminate spring break to limit COVID-19 exposure (Fac doc 2895)
  o Promotion from Associate Professor to Professor (Fac doc 2879 Rev 2)
  o Added Faculty Legislation II-110, Election Day Observances
  o Obsolete Faculty Legislation policies rescinded:
    ▪ Faculty Legislation II-701, Student Housing Policies and Regulations (Fac doc 2930)
    ▪ Faculty Legislation II-307, Statement of Consensual Relationships (Fac doc 2934)
    ▪ Faculty Legislation II-302, Nondiscrimination Policy of the Athletic Board (Fac doc 2935)
    ▪ Faculty Legislation II-500, Archives Policy (Fac doc 2946)
  o Committee annual reports
    ▪ University Curriculum Committee (2019-2020; Fac doc 2902)
    ▪ University Academic Planning Council (2019-2020; Fac doc 2903)
    ▪ University Committee and Faculty Senate (2019-2020; Fac doc 2904)
    ▪ University Lectures (2019-2020; Fac doc 2910)
    ▪ Campus Diversity & Climate (2019-2020; Fac doc 2917)
    ▪ Athletic Board (2019-2020; Fac doc 2918)
    ▪ Budget (2018-2020; Fac doc 2919)
    ▪ Women in the University (2019-2020; Fac doc 2925)
• PROFS, inc. (2019-2020; Fac doc 2926)
• Committee on Committees report on the candidates for the faculty-elected committees (Fac doc 2927; results: Fac doc 2954)
• GLBTQ People in the University (2019-2020; Fac doc 2931)
• Report from the Office of the Secretary of the Faculty on Apportionment of the UW-Madison Faculty Senate (Fac doc 2932)
• University Research Council (2019-2020; Fac doc 2939)
• Archives (2019-2020; Fac doc 2940)
• University Library (2019-2020; Fac doc 2941)
• Committee on Disability Access and Inclusion (2019-2020; Fac doc 2942)
• Kemper Knapp (2020-2021; Fac doc 2951)
• Undergraduate Recruitment, Admissions and Financial Aid (2020-2021; Fac doc 2952)
• Campus Transportation Committee (2019-2020; Fac doc 2953)

• Resolutions, Endorsements, and Support
  o Resolution in Support of Instruction and Training On Diversity, Equity, Inclusion and Social Justice (Faculty document 2911)
  o Resolution supporting UW-Madison’s efforts to become a Fair Trade Certified University (Faculty document 2905)
  o Resolution on Climate Divestment and Procurement (Fac doc 2928)
  o Resolution on an accessible and inclusive campus (Fac doc 2947)

• Academic departmental changes:
  o Discontinued: Department of Comparative Literature and Folklore Studies (Faculty Document 2920)

• Faculty Policies and Procedures:
  o Changes were made to committee memberships or functions
    ▪ 6.56, Committee on Women in the University (Fac doc 2929)
    ▪ 6.25.B, Budget Committee (Fac doc 2907 Rev)
    ▪ 6.54.B, University Committee (Fac doc 2907 Rev)
    ▪ 6.40, Committee for GLBTQ People in the University (Fac doc 2933)
    ▪ 6.59, University Research Council (Fac doc 2943)
    ▪ 6.46, Library Committee (Fac doc 2944)
  o Other changes
    ▪ Added: 3.05H. Mechanism for academic staff to maintain graduate faculty status following retirement or resignation (Fac doc 2906)
    ▪ Removed: 6.34. Commission on Faculty Compensation and Economic Benefits (Fac doc 2907 Rev)
    ▪ Gender Pronouns were changed in all sections (Fac doc 2921)
    ▪ Removed: Archives Committee (Fac doc 2945)
    ▪ Added 6.15, Promotion from Associate Professor to Professor (Fac doc 2879)

• Revision of Faculty Document 1071 (UW-Madison Faculty Policy on Access and Accommodation in Instruction) (Fac doc 1071 Rev)

• The Senate met in Executive Session to receive and vote on the Confidential Report of the Committee on Honorary Degrees (December 2020)

• The Hilldale Awards were acknowledged:
  o Biological Sciences Division: Michael Fiore, Department of Medicine, School of Medicine and Public Health
  o Physical Sciences Division: Robert Mathieu, Department of Astronomy, College of Letters & Science
o Arts & Humanities Division: Sabine Gross, Department of German, Nordic, and Slavic +, College of Letters & Science

o Social Sciences Division: Susan Ellis Weismer, Department of Communication Sciences and Disorders, College of Letters & Science

In addition, the Faculty Senate heard 22 Memorial Resolutions in tribute to their deceased colleagues, and received 20 regular annual reports from standing committees; one nomination was approved to receive honorary degrees at the spring 2021 commencement.

III. Faculty Nominations and Appointments to Committees
As authorized in FPP, the UC appoints faculty members as needed to certain committees established under chapter 6 or other faculty legislation, including:
- Athletic Board (subject to approval of the chancellor)
- Labor Licensing Advisory Committee
- Memorial Library
- PROFS, Inc. Steering Committee
- Search and Screen Committees
  - Search 1
  - Search 2
- Union Council
- University Research Council
- University Academic Planning Council
- Ad Hoc Committee on Practitioner-Instructor Titles
- Ad Hoc Committee on Promotion to Full

The UC also appointed the chairs of the following committees:
- Athletic Board
- Committee on Honorary Degrees

IV. UC Representation on Committees
UC membership carries with it the additional duty of serving on various other committees, as well as sharing responsibility for and participating in campus-wide planning and informational sessions for new faculty and department chairs. Some of primary committees include:
- Big Ten Academic Alliance Faculty Representative
- Committee on Committees (2 members)
- Faculty Consultative Committee for Financial Emergency (2 members)
- PROFS Steering Committee (3 members)
- PROFS, Inc. Board of Directors (all members)
- Search and Screen Committees (various)
- University Academic Planning Council
- UW System Faculty Representative

V. Waivers, Other Personnel Items, and Interpretations
The UC is authorized under FPP to hear requests for waivers such as extensions of the tenure clock, leaves of absence and temporary assignments, and conversion of a probationary faculty appointment to an academic staff appointment. It also serves as the hearing committee for faculty grievances other than those under the jurisdiction of the Committee on Faculty Rights and Responsibilities. These personnel
matters are of great import to those concerned, and the UC spends considerable time studying, discussing, and resolving these requests. The UC is also charged with clarifying and rendering interpretations of FPP. During the past year, in partnership with the Provost Office, the UC helped formulate the tenure clock extension program for COVID-19.

During 2020-2021, the UC dealt with 3 leave-of-absence requests and 15 tenure clock extension requests. Each year, the UC also considers and deals with a large number of other personnel issues, including track transfers, academic staff dual roles, and grievances. It is difficult to put a specific number on these items for several reasons. For example, in addition to the fact that they commonly bridge years, the distinction between a grievance and a simple request to be heard or to clarify information is not a bright line. Moreover, often the UC chair will meet with faculty members to discuss possible grievances that only materialize as official complaints years later, if at all. A review of the official agendas and minutes of the UC show that there are at least a dozen of these items per year, but an exact count would be nearly impossible.

VI. University Committee Membership, 2020-2021
Kirsten Wolf, chair, (German, Nordic, Slavic)
Erica Halverson (Curriculum & Instruction)
Eric Sandgren (Pathobiological Sciences)
Lauren Papp (School of Human Ecology)
Kristyn Masters (Biomedical Engineering)
Bill Tracy (Agronomy)
Proposal to Change the Process in Establishing the Academic Calendar: Revision to Faculty Document 2570

The academic calendar serves as an information source and planning document for faculty, staff, departments, and students as well as for many of the administrative offices of the university. The Chancellor and Provost created a working group to address the most pressing issues. A number of institutional policies and rules act as the framework for the calendar. The Faculty Senate adopted these policies December 7, 2015 (Fac doc 2583a):

1. Begin fall semester instruction on the Tuesday following Labor Day, except when Labor Day falls on September 7, in which case begin instruction on Wednesday, September 2.
   - Satisfies State of Wisconsin legislation requires that no public school may commence a school term until September 1.
   - When instruction starts the week prior to Labor Day, it would only be in cases when students had three full days of instruction prior to the Labor Day weekend.
   - The logistics associated with a Thursday or Friday start day prior to the Labor Day holiday weekend are simplified, and the student safety considerations are reduced.

2. Set the start date of the spring semester based on counting backwards from commencement set on the second Saturday in May. The preceding week (Saturday to Friday) would be a 7-day exam period. The Friday before exams would serve as the study day, and the first day of instruction would be set based on counting backwards 16 weeks. As a consequence, the first day of instruction falls on either the Monday preceding, or the Tuesday following, Martin Luther King, Jr. Day.
   - UW System policy on the definition of the academic year provides that the contractual academic year is defined as 39 weeks of continuous faculty employment, including not fewer than 34 weeks (170 days) of organized services for students including advising and registration, classroom instruction, and examinations.
   - A full range of other constraints, including the requirement for fall/spring semesters with nearly equal numbers of instructional days and the Title IV requirements for a standard length semester are maintained.
   - All course grades must be completed by each instructor and submitted to the Office of the Registrar three days (72 hours) after the last final exam day, regardless of whether or not a two-hour summary block exam was held.
   - The eight-day summary period policy adopted by the Faculty Senate in 1977 requires that the first day be for individual study and review, with no classes or exams. The remaining seven days must accommodate 38 two-hour exam blocks with a maximum of six blocks in a single day: 7:45 a.m., 10:05 a.m., 12:25 p.m., 2:45 p.m., 5:05 p.m., and 7:25 p.m.
   - Conflicts between exams and commencement would be avoided because exams would always be finished on the Friday before the second Saturday in May.
   - Consistent and predictable dates are set for commencement, with the main commencement ceremony always held on the second Saturday in May.
   - In some years, by setting commencement on the second Saturday in May, there will be an earlier spring instruction start date, thus shortening the winter break.

3. Prior to approval by the Faculty Senate, the academic calendar will be reviewed by the Office of the Secretary and others for religious observances.
Resolution on the academic calendar, diversity, and inclusion

WHEREAS establishment of the academic calendar falls within the authority of the faculty (Faculty Policies & Procedures 1.20);

WHEREAS the University of Wisconsin–Madison scheduled the start of Fall 2021 semester instruction on September 8, 2021, during Rosh Hashanah, one of the holiest Jewish holidays, which began this year on the evening of September 6 and ended on the evening of September 8;

WHEREAS this scheduling conflict, while unintended, nevertheless sets an exclusionary and unwelcoming tone for Jewish students, staff, and faculty, thereby falling short of the university’s pledge to be a “welcoming and inclusive community for people from every background,” as codified in UW–Madison’s Institutional Statement on Diversity;

WHEREAS the University of Wisconsin Hillel Foundation raised these concerns with the University Committee and Provost Karl Scholz as early as January 2021 and again in March 2021 in a letter to Chancellor Rebecca Blank signed by more than fifty faculty and academic staff;

WHEREAS the George L. Mosse/Laurence A. Weinstein Center for Jewish Studies at UW–Madison raised similar concerns in April 2021 in a statement to the Chancellor;

WHEREAS some peer institutions altered their academic calendars as late as May 21, 2021, to avoid conflicts with the Rosh Hashanah holiday;

WHEREAS the technical and administrative difficulties that reportedly prevented UW–Madison from changing the Fall 2021 start date did not prevent the Faculty Senate from altering the Spring 2021 academic calendar;

WHEREAS instead of changing the start date for Fall 2021 semester instruction at UW-Madison, the university administration opted to move Convocation and allow students to move into residence halls two days earlier and in collaboration with the University Committee form a Working Group on the Academic Calendar and Accommodations to review the academic calendar and prevent future conflicts, and remind students and instructors about the university’s already existing religious accommodation policy.

WHEREAS these steps, though welcome and commendable, fall short of adequately resolving the problem;

WHEREAS the Wisconsin Jewish Conference, joined by leaders of The Crossing Campus Ministry (UW–Madison), Hillel International, UW Hillel Foundation, Interfaith Conference of Greater Milwaukee, Islamic Community of Madison Area, Jewish Community Relations Council of the Milwaukee Jewish Federation, Jewish Federation of Madison, Lutheran Office for Public Policy in Wisconsin, Milwaukee Jewish Federation, UW Muslim Law Student Association & Middle Eastern Law Students Association, Pres House (UW–Madison), Saint Francis House Episcopal Student Center (UW–Madison), We Are Many–United Against Hate, Wisconsin
Catholic Conference, Wisconsin Council of Churches, Wisconsin Council of Rabbis, and Wisconsin Faith Voices for Justice, raised concerns about the conflict of the Fall 2021 start date with Rosh Hashanah at UW–Madison and five other UW System campuses in a letter dated May 27, 2021, to UW System President Tommy Thompson and (then) Regent President Andrew S. Petersen;

WHEREAS the UW System and Board of Regents may take action of their own if UW–Madison and other campuses fail to address this issue sufficiently;

RESOLVED, That the Faculty Senate commends Chancellor Rebecca Blank for publicly apologizing on July 20, 2021, for the scheduling conflict with Rosh Hashanah, taking action to mitigate the impact of the conflict, and pledging to prevent similar conflicts and their attendant harms in the future;

FURTHER RESOLVED, That the UW–Madison Faculty Senate deeply regrets and apologizes for its part in the harm caused to students, staff, and faculty by scheduling the start of Fall 2021 semester instruction during the Rosh Hashanah holiday, and it commits to preventing similar harms by avoiding future conflicts with major holidays and observances of the Jewish community and other communities on campus;

FURTHER RESOLVED, That the Faculty Senate reminds all instructors of their obligation under UWS 22 to reasonably accommodate students’ sincerely held religious beliefs with respect to academic requirements, with the understanding that students may need to request accommodation this year for the Rosh Hashanah holiday ex post facto;

FURTHER RESOLVED, That the Faculty Senate urges the university’s Division of Diversity, Equity, and Educational Achievement and the Office of the Provost to take an active part in the prevention of future scheduling conflicts and their attendant harms, in part by developing appropriate communications, educational materials, and oversight comparable to what has been implemented in peer institutions;

FURTHER RESOLVED, That the Faculty Senate urges the University Committee and the Secretary of the Faculty to be mindful of major religious and other world holidays in future planning of the academic calendar and, to this end, to solicit as necessary the help of advisors from the faculty or external partners; to work with university administrators to make UW–Madison a national leader in ethno-religious diversity; and to better integrate ethno-religious diversity into planning and goals for diversity, equity, and inclusion and human resources training and education.
Proposal to Standardize Membership Information in *Faculty Policies and Procedures*

Chapter 6 Committees: FPP 6.42 (Information Technology Committee), FPP 6.61 (Immigration and International Issues Committee), and FPP 6.54 (University Committee)

Over time, committee membership information in *Faculty Policies and Procedures* (FPP) has become inconsistent. The Secretary of the Faculty and the University Committee propose applying a basic template to consistently structure the committee entries. These mainly clerical updates to the 27 shared governance committees in FPP Chapter 6 will be presented during the 2021-2022 faculty senate in groups of 3-6, usually in the same session as the committee’s annual report. Any proposed changes to membership or functions will be presented to the faculty senate separately from the clerical changes.

The template changes in this example of the Rec Well Board is the same as in Fac Doc 2967

<table>
<thead>
<tr>
<th>6.48. Recreation and Wellbeing Advisory Board</th>
<th>No change to name or FPP number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short name: Rec Well Board</td>
<td>Add: Usage in casual communication</td>
</tr>
<tr>
<td>Faculty are appointed by the Committee on Committees; academic staff, university staff, and student members are selected according to procedures established by their shared governance system.</td>
<td>Add: Repeated from FPP 6.05, but is a frequently asked question about how membership is appointed (or elected), and the responsible authority</td>
</tr>
<tr>
<td>A. Membership (16 seats)</td>
<td>Add: Total membership count</td>
</tr>
<tr>
<td>1. Three faculty members appointed for 3-year terms</td>
<td>Standardize: term length for each seat category</td>
</tr>
<tr>
<td>2. Two academic staff members appointed for 3-year terms</td>
<td>plus: listing of membership categories (e.g., faculty-academic staff-students-ex officio)</td>
</tr>
<tr>
<td>3. Two university staff members appointed for 3-year terms</td>
<td>Plus: Superficial format changes</td>
</tr>
<tr>
<td>4. Seven student members appointed for 1-year terms</td>
<td></td>
</tr>
<tr>
<td>5. Director of the Division of Recreational Sports, ex officio, nonvoting</td>
<td></td>
</tr>
<tr>
<td>6. Representative of the Division of Intercollegiate Athletics, ex officio, nonvoting</td>
<td></td>
</tr>
<tr>
<td>Chair: The chair shall be chosen by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair.</td>
<td>Standardize: language around chair selection; will vary depending on committee practice</td>
</tr>
<tr>
<td>Other membership notes: One member representing the committee (selected from among current or recent past membership) will serve on the Campus Planning Committee (FPP 6.28) to be appointed annually.</td>
<td>Add: if missing</td>
</tr>
</tbody>
</table>

October changes:
- 6.42, Information Technology Committee
- 6.54, University Committee
- 6.61, Immigration and International Issues Committee
6.42. Information Technology Committee

Short name: ITC

Faculty members are appointed by the Committee on Committees; academic staff, university staff, and students are appointed by their shared governance groups.

Membership (25 seats):

1. Ten faculty members, two from each faculty division and two at-large faculty members appointed for four-year terms.
2. Three academic staff members appointed for four-year terms. No member of the Division of Information Technology staff may serve as a voting member of the committee.
3. Three university staff members appointed for four-year terms. No member of the Division of Information Technology staff may serve as a voting member of the committee.
4. Three students appointed for one-year terms. At least one of whom shall will be an undergraduate student and at least one a graduate student, to serve one-year terms.
5. Chief Information Officer, ex officio nonvoting.
6. One nonvoting member representing the director of the university General Library System, two nonvoting members representing the Vice Chancellor for Finance and Administration, and two nonvoting members representing the provost. These members shall will be appointed by the provost and will be confirmed annually.

Chair: At the start of each academic year, the University Committee shall appoint a co-chair-elect for the following year from among the faculty members. The co-chair-elect, the current chair, and the immediate past chair shall serve as the ITC leadership team.
6.54. The University Committee

Short name: UC

Faculty are elected by the faculty at-large from a slate prepared by the Committee on Committees.

MEMBERSHIP. The University Committee consists of six faculty members, two elected each year for three-year terms.

Membership (6 seats): Six faculty members elected by the faculty-at-large for three-year terms. No more than three members of the University Committee shall be from a single school or college, and at least one member shall be from each division.

6.61. Immigration and International Issues Committee

Short name: IIIC

Faculty are appointed by the Committee on Committees; academic staff, university staff, and student members are selected according to procedures established by their shared governance system.

A. Membership (17-19 seats):
1. Four faculty appointed to three-year terms
2. Two academic staff appointed to three-year terms
3. Two university staff appointed to three-year terms
4. Three students appointed to one-year terms. At least one of whom will be an undergraduate student and at least one a graduate student
5. The Vice Provost and Dean of the International Division or designee, ex officio nonvoting
6. The Director of International Student Services or designee, ex officio nonvoting
7. The Director of International Faculty & Staff Services or designee, ex officio nonvoting
8. The Director of the Multicultural Student Center or designee, ex officio nonvoting
9. The Director of the Immigrant Justice Clinic or designee, ex officio nonvoting
10. Up to two community representatives as deemed appropriate by the committee, nonvoting.

The committee shall select its own chair from among the faculty members on the committee. The committee may select a co-chair from among the other voting members. Terms of faculty and staff members shall be three years; terms of student appointees shall be one year. Whenever possible, the committee strives to arrive at consensus rather than taking formal votes.

Chair: The chair shall be chosen by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair.
6.61. Immigration and International Issues Committee

Short name: IIIC

Faculty are appointed by the Committee on Committees; academic staff, university staff, and student members are selected according to procedures established by their shared governance system.

Membership (17-19 seats):

1. Four faculty appointed to three-year terms
2. Two academic staff appointed to three-year terms
3. Two university staff appointed to three-year terms
4. Three students appointed to one-year terms. At least one of whom will be an undergraduate student and at least one a graduate student
5. Vice Provost and Dean of the International Division or designee, ex officio nonvoting
6. Director of International Student Services or designee, ex officio nonvoting
7. Director of International Faculty & Staff Services or designee, ex officio nonvoting
8. Director of the Multicultural Student Center or designee, ex officio nonvoting
9. Director of the Immigrant Justice Clinic or designee, ex officio nonvoting
10. Up to two community representatives as deemed appropriate by the committee, nonvoting

Chair: The chair shall be chosen by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair.
Proposal to Change *Faculty Policies and Procedures 6.48: Recreational Sports Board to Recreation and Wellbeing Advisory Board (aka Rec Well)*

In 2019, the Recreational Sports Board was included in a reorganization of the Office for Student Affairs. Under the umbrella of University Health and Wellbeing, the shared governance committee is now called the Recreation and Wellbeing Advisory Board, or more regularly, Rec Well Advisory Board. This document proposes updates to *Faculty Policies and Procedures 6.48*.

**With mark-up**

6.48. Recreational Sports Board-Recreation and Wellbeing Advisory Board

Short name: Rec Well Board

Faculty are appointed by the Committee on Committees; academic staff, university staff, and student members are selected according to procedures established by their shared governance system.

**MEMBERSHIP.** The Recreational Sports Board shall consist of the following members:

A. Membership (16 seats):
   1. Three faculty members appointed for 3-year terms
   2. Two academic staff members appointed for 3-year terms
   3. Two university staff members appointed for 3-year terms
   4. Seven student members appointed for 1-year terms
   5. Director of the Division of Recreational Sports, ex officio, nonvoting
   6. Representative of the Division of Intercollegiate Athletics, ex officio, nonvoting

Chair: The chair shall be chosen by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair.

Other membership notes: One member representing the committee (selected from among current or recent past membership) will serve on the Campus Planning Committee (FPP 6.28) to be appointed annually.

B. Functions:
   1. Advises Provides input and makes recommendations to the administration concerning the Director of Rec Well, and other administrative offices as appropriate, on the development, programming, staffing, maintenance, and financing of Rec Well recreational sports facilities for faculty, staff, and students.
   2. Monitors, reviews, and evaluates university services provided by Rec Well, or activities that employ Rec Well facilities that originate from entities external to Rec Well, which may include outside review of membership and rate card pricing.
   3. When issues related to academic matters develop, decisions shall be restricted to a subcommittee consisting of the faculty members of the committee. Disputes about identifying issues as academic shall be resolved by the University Committee.
3. Reports annually to the official governance bodies representing the faculty, academic staff, university staff, and students. **Note: this is covered by FPP 6.02**

3. Participates actively in the development of fiscally responsible Rec Well budget and approves it for recommendation to the chancellor. The involvement of at least one student member is required in this function

**Without mark-up**

### 6.48. Recreation and Well-Being Advisory Board

**Short name: Rec Well Board**

Faculty are appointed by the Committee on Committees; academic staff, university staff, and student members are selected according to procedures established by their shared governance system.

**A. Membership (16 seats):**

1. Three faculty members appointed for 3-year terms
2. Two academic staff members appointed for 3-year terms
3. Two university staff members appointed for 3-year terms
4. Seven student members appointed for 1-year terms
5. Director of the Division of Recreational Sports, ex officio, nonvoting
6. Representative of the Division of Intercollegiate Athletics, ex officio, nonvoting

Chair: The chair shall be chosen by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair.

Other membership notes: One member representing the committee (selected from among current or recent past membership) will serve on the Campus Planning Committee.

**B. Functions:**

1. Provides input and makes recommendations to the Director of Rec Well, and other administrative offices as appropriate, on the development, programming, staffing, maintenance, and financing of Rec Well facilities.
2. Monitors, reviews, and evaluates university services provided by Rec Well, or activities that employ Rec Well facilities that originate from entities external to Rec Well, which may include outside review of membership and rate card pricing.
3. Participates actively in the development of fiscally responsible Rec Well budget and approves it for recommendation to the chancellor. The involvement of at least one student member is required in this function
Proposal to Change Faculty Policies and Procedures 6.46, University Libraries Committee functions

The University Libraries 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.

With mark-up

6.46. UNIVERSITY LIBRARIES COMMITTEE
Short name: ULC
Two faculty members are elected each year by the faculty-at-large from a slate prepared by the Committee on Committees; academic staff, university staff, and students are appointed by their shared governance groups

MEMBERSHIP. The University Libraries Committee shall consist of the following members:
A. Membership (21 seats):
   1. Eight faculty members, two from each faculty division, elected to 4-year terms
   2. Two members of the academic staff to serve 4-year terms. No member of the library staff may serve as a voting member of the committee.
   3. Two members of the university staff to serve 4-year terms. 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 1-year terms.
   5. Four nonvoting library staff members: the director of the General Library System, the Vice Provost for Libraries/University Librarian ex officio; one other member of the chancellor’s Library Coordinating Council, elected by the council to serve a 2-year term which shall rotate among its members; two academic or faculty libraries staff members, elected by academic and faculty libraries staff members to serve 2-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 UW-Madison University Archivist, or their designee, ex officio nonvoting

Chair: The chair will be elected by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair

Other membership notes: One member representing the committee (selected from among current or recent past membership) will serve on the Campus Planning Committee (FPP 6.28) to be appointed annually

B. Functions:
The University Libraries Committee is the faculty advisory body for policy and planning for libraries throughout the university including the General Library System. In performing its functions, it shall consult with such groups and individuals as it feels may be able to provide valuable advice. These groups may include but are not limited to the Library Coordinating Council, committees for Memorial Library and the branch libraries, and others concerned with libraries of record and special campus libraries. It may request such reports on library budgets, personnel policies, and other topics as are necessary for it to make informed judgments and recommendations. It shall establish such subcommittees as are necessary to carry out its functions:

1. Reviews and makes recommendations on long range planning for the university’s library resources.
2. Reviews the performance of the libraries in supporting and assisting scholarly activities.
3. Monitors technical developments (such as automation or computerization) for the libraries.
4. Consults with and advises appropriate administrative officers on library budget matters.
5. Receives recommendations from departments and deans regarding the establishment, abolition or merger of libraries supported by university funds, and makes recommendations to the chancellor.
6. Gives advice on the allocation of resources among major library units and services.
7. Advises on the appointment of faculty members to search and screen committees for the senior administrative appointments in each major library unit.

Without mark-up

6.46. UNIVERSITY LIBRARIES COMMITTEE
Short name: ULC
Two faculty members are elected each year by the faculty-at-large; academic staff, university staff, and students are appointed by their shared governance groups

A. Membership (21 seats):
   1. Eight faculty members, two from each faculty division, elected to 4-year terms
   2. Two members of the academic staff to serve 4-year terms. No member of the library staff may serve as a voting member of the committee.
   3. Two members of the university staff to serve 4-year terms. 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 1-year terms.

5. Four nonvoting library staff members: the Vice Provost for Libraries/University Librarian ex officio; one other member of the chancellor’s Library Coordinating Council, elected by the council to serve a 2-year term which shall rotate among its members; two faculty libraries staff members, elected by libraries staff members to serve 2-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. One nonvoting UW-Madison University Archives staff member. This member shall be appointed by the University Archivist

Chair: The chair will be elected by the committee from among the faculty members appointed pursuant to section A.1. The committee may also, at its discretion, appoint an academic staff member, a university staff member, or a student appointed pursuant to A.2, A.3. and A.4. to serve as co-chair

Other membership notes: One member of the ULC will serve on the Campus Planning Committee

B. Functions:

1. Reviews and makes recommendations to the Vice Provost for Libraries and the Libraries Administration on long range planning for the university’s library resources.

2. Annually reports to the Faculty Senate on the activities of the committee and the performance of the Libraries in supporting and assisting scholarly activities.

3. Advises the Vice Provost for Libraries and libraries administration on budgetary matters related to library resources.

4. Represents faculty, staff, students, and university administration regarding libraries’ policies, services, programs, technologies, and resources.

5. Advises on the appointment of faculty members to search and screen committees for the senior administrative appointments within the University Libraries.

6. Advises the University Libraries on the preservation of university history and the management of, use of, and access to university archives and records.
Changes to Faculty Policies and Procedures Chapters 1, 2, 3, 4, and 6:
Amending FPP 1.30 (Meetings of the Faculty), FPP 2.06 (Meetings of the Senate),
FPP 3.04 (Meetings of College and School Faculties), FPP 3.06 (Meetings of the
Graduate Faculty), FPP 3.07 (Graduate Faculty Executive Committee), FPP 3.08
(School and College Academic Planning Councils), FPP 4.04 (Divisional Meetings),
FPP 4.30 (Divisional Executive Committees: Procedures), FPP 4.40 (Divisional
Committee Review Council), and FPP 6.10 (Meetings)

Robert’s Rules of Order requires that bodies who hold virtual meetings include language in their
bylaws permitting these types of meetings. The language included in each section of Faculty
Policies and Procedures is driven by the need to provide the opportunity for simultaneous aural
communication. This document will bring FPP in line with the requirements listed in Robert’s
Rules of Order for holding electronic meetings.

1.30. MEETINGS OF THE FACULTY.

A. CALLING OF MEETINGS. Meetings of the faculty shall be held at the call of the chancellor; or
at the request of the University Committee; or on the written petition, to the secretary of the faculty,
or of any hundred members of the university faculty, and shall be consistent with the provisions of
the state’s Open Meetings Law. Robert’s Rules of Order most recent edition, shall be the
parliamentary manual for all meetings of the university faculty.

B. ELECTRONIC MEETINGS. The chair of the University Committee may determine that a
meeting of faculty shall be held entirely or partially by electronic or other communications means so
long as the electronic or other communications facilities provide for simultaneous aural
communication among all members equivalent to those held in one room or area. These electronic
meetings of the faculty shall be subject to all rules adopted by the University Committee to govern
them, which may include any reasonable limitations on, and requirements for, faculty members’
participation. A person participating in a meeting by such means is deemed to be present at the
meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

C. PRESIDING OFFICER. The chancellor is the presiding officer at meetings of the faculty. If the
chancellor is absent, the vice chancellor for academic affairs and provost serves as the presiding
officer. In the absence of both, the chair of the University Committee (see Chapter 6) shall serve as
the presiding officer.

D. SPEAKING AND VOTING PRIVILEGES. All members of the faculty and full-time members
of the academic staff, may speak at meetings of the faculty, but only members of the university
faculty and members of the academic staff holding faculty status (as defined in 1.02. and 1.03.C.)
may offer motions, second motions, or vote.

E. COMMITTEE OF THE WHOLE. At any meeting of the faculty, time may be set aside for the
faculty to meet as a committee of the whole for discussion of matters of general interest. The
University Committee is responsible for preparing the agenda for committee-of-the-whole meetings,
and the chair of the University Committee presides over them.
Executive Session. The faculty may meet in executive session; i.e., with only university faculty present where permitted by state law (see 19.85 of Wisconsin Statutes, Open Meetings of Governmental Bodies). Business of a confidential nature is indicated on the calendar and in the published minutes by title or some other brief form and is explained and discussed on the floor of the faculty meeting in executive session.

2.06. MEETINGS OF THE SENATE.

A. The senate shall hold regular meetings on the first Monday of each month during the academic year. If the first Monday of the month falls on a holiday, the meeting shall be scheduled at a date as close to the original date as possible. The announced time and place of the meeting may be changed at the discretion of the chancellor with consent of the Executive Committee. Regular meetings may be cancelled by the chancellor with the consent of the Executive Committee if there is no significant business to be transacted.

B. The Chancellor, Executive Committee chair or Executive Committee by majority vote may determine that a meeting of faculty senate shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the faculty senate shall be subject to all rules adopted by the Executive Committee to govern them, which may include any reasonable limitations on, and requirements for, faculty senate members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

B. Special meetings of the senate shall be held at the call of the chancellor; or at the request of the Executive Committee; or on the written petition to the secretary of any fifteen senators. Notice of a special meeting shall be sent to each senator so as to be received at their office at least twenty-four hours prior to the meeting, unless the Executive Committee finds that an emergency exists that requires reduction of the period of notice to the minimum notice specified by law.

3.04. MEETINGS OF COLLEGE AND SCHOOL FACULTIES.

A. Meetings of each faculty are held at the call of the dean, or as the faculty provides, and shall be consistent with the provisions of the state’s Open Meetings Law. (See 8.02.B.)

B. Each faculty shall make rules of procedure and provide for committees. Robert’s Rules of Order Newly Revised, 11th edition, shall be the default parliamentary manual for all meetings of school/college faculties, but in case of conflict between Robert’s and any rules adopted by those bodies, the latter shall take precedence.

C. The dean may determine that a meeting of school or college faculty shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the school or college faculty shall be subject to all rules adopted by the school or college faculty to govern them, which may include any reasonable limitations on, and requirements for, school or college faculty members’
participation. A person participating in a meeting by such means is deemed to be present at the
meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

CD. The dean is the presiding officer of the college or school faculty and ex officio member of all of
its standing committees.

DE. Each faculty appoints a secretary who keeps a record of its proceedings. A copy of the
proceedings of each faculty meeting is furnished by its secretary to the chancellor, to the secretary of
the faculty, and to the secretary of the Board of Regents.

EF. The dean or secretary of each college or school faculty shall transmit to the university faculty for
consideration all matters that are within its concern or that relate to more than one college or school.

EG. The dean or secretary of each faculty shall communicate to the chancellor, for transmission to
the president and the Board of Regents, faculty action that does not require consideration by the
university faculty but which requires consideration by the Board of Regents or which departs from
the established routines and methods of the university.

3.06. MEETINGS OF THE GRADUATE FACULTY.

A. Meetings of the graduate faculty shall be held at the call of the dean; or at the request of the
Graduate Faculty Executive Committee; or on the written petition to the dean of any 25 members of
the graduate faculty.

B. The dean, with the consent of the Graduate Faculty Executive Committee chair, may determine
that a meeting of graduate faculty shall be held entirely or partially by electronic or other
communications means so long as the electronic or other communications facilities provide for
simultaneous aural communication among all members equivalent to those held in one room or area.
These electronic meetings of the graduate faculty shall be subject to all rules adopted by the
Graduate Faculty Executive Committee to govern them, which may include any reasonable
limitations on, and requirements for, graduate faculty members’ participation. A person participating
in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting
fulfill any requirement that a vote be cast.

BC. The agenda for a meeting of the graduate faculty is set by the Graduate Faculty Executive
Committee in consultation with the dean. Any ten members of the graduate faculty may propose a
matter for consideration at any meeting of the graduate faculty by submitting it to the dean. Matters
submitted under this provision shall be examined by the dean and the Graduate Faculty Executive
Committee and shall be included in the agenda if they are within the jurisdiction of the graduate
faculty and in a form suitable for expeditious consideration.

CD. Except when there is an urgent need for immediate action, an announcement of a meeting of the
graduate faculty and a copy of the agenda shall be distributed to all graduate faculty at least ten days
prior to the meeting.

DE. A matter not on the agenda for a meeting of the graduate faculty meeting may not be considered
at that meeting except by unanimous consent by the body.
3.07. GRADUATE FACULTY EXECUTIVE COMMITTEE.

A. MEMBERSHIP AND SELECTION OF MEMBERS. The Graduate Faculty Executive Committee consists of sixteen members of the graduate faculty, elected as specified below, the dean, and not more than four associate deans appointed by the dean.

1. One member of the graduate faculty shall be elected from each faculty division each year for a four-year term. No more than one member may be elected from any department or graduate program.

2. Each divisional executive committee shall solicit suggestions from departments and graduate programs each year and shall nominate two candidates for the Graduate Faculty Executive Committee. Additional nominations may be made by at least five members of the graduate faculty. In the case of faculty having affiliation with more than one department or graduate program, the nominator shall specify which program or department the nominee is to be considered as from, for the purposes of the membership restriction in 3.07.A.1., above.

3. In each division, ballots shall be distributed to all members of the graduate faculty in that division. If no candidate receives a majority of the votes cast, then a run-off election shall be held to choose between the two candidates receiving the largest number of votes in the initial election.

B. FUNCTIONS.

1. The Graduate Faculty Executive Committee exercises the powers of the graduate faculty in accord with 3.05. This includes but is not limited to the establishing or modifying of graduate degree programs, reviewing graduate programs, setting standards for admission of graduate students and degree requirements, and excusing minor deficiencies of graduate students.

2. The Graduate Faculty Executive Committee selects a subcommittee of five faculty from among its elected members to serve, together with the dean, as the academic planning council of the Graduate School. One of the elected members shall be chosen from each faculty division and the fifth elected member shall be chosen at-large. The dean may invite associate deans or others to attend meetings of the academic planning council as advisors. The academic planning council advises the dean on policy and budgetary planning and presents faculty views and opinions to the dean. It also has the responsibility of assisting the graduate faculty in understanding budget and policy decisions and constraints.

Subjects on which the dean shall share information and consult with the academic planning council include, but are not limited to:

a. Program review and the future development or contraction of graduate programs.

b. Allocation of fellowships.

c. Appointments of committees of the Graduate School. The council shall report regularly to the Graduate Faculty Executive Committee, and distribute a written report to the graduate faculty at least once each year.

C. PROCEDURES.

1. The Graduate Faculty Executive Committee meets at the call of the dean, or on petition of any five or more members. Meetings are chaired by the dean or their designee.
2. The dean, with consent of the Graduate Faculty Executive Committee chair, may determine that a meeting of Graduate Faculty Executive Committee shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the Graduate Faculty Executive Committee shall be subject to all rules adopted by the Graduate Faculty Executive Committee to govern them, which may include any reasonable limitations on, and requirements for, Graduate Faculty Executive Committee members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

23. The Graduate Faculty Executive Committee may establish rules for its operation, including establishing the agenda for meetings, conduct of business, and the creation of subcommittees.

34. Whenever possible, policy questions to be discussed shall be identified in advance and information distributed to graduate departments and programs for comment. Comments received shall be reported by the dean to the committee before action is taken.

45. Meetings of the academic planning council shall be held regularly, not less than once per semester. The council shall be chaired by the dean or their designee. The agenda for each meeting is prepared by the dean but a matter shall be added to the agenda at the request of any three members.

3.08. SCHOOL AND COLLEGE ACADEMIC PLANNING COUNCILS.
The faculty of each school or college shall establish an academic planning council with which the dean shall consult on school or college programs and budgetary planning. The council shall advise the dean on such matters and present departmental, school, or college views and opinions.

A. MEMBERSHIP. Since considerable variance exists in the size and method of administration of each school or college, the size of each council, the term of membership, and the selection process may vary. Each school or college shall, however, adhere to the following provisions:

1. The dean shall be a member ex-officio.

2. All elected and appointed members of each academic planning council shall be faculty or academic staff whose primary responsibilities are instruction, outreach/extension, and/or research or be academic associate deans.

3. Except as provided elsewhere for the Graduate School Academic Planning Council, at least two-thirds of the membership shall be university faculty elected by the school or college faculty and shall hold no substantial administrative appointment beyond the departmental level.

4. Except as provided elsewhere for the Graduate School Academic Planning Council, at least one member shall be academic staff from the school or college.

5. The process of selection should foster representation of the major divisions of study within a school or college.

Changes in procedures for nomination or election of faculty members shall be approved by the school or college faculty, and transmitted to the University Committee.
B. PROCEDURES. Except as provided elsewhere for the Graduate School Academic Planning Council:

1. Each council shall be chaired by the dean or their designee. At least three times per semester, the council shall meet and the dean shall consult with it on such matters as program review and future development or contraction of academic programs within the school or college. The dean shall schedule an academic planning council meeting within a reasonable time if requested to do so by at least one-third of council faculty members.

2. The dean may determine that a meeting of academic planning council shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the academic planning council shall be subject to all rules adopted by the academic planning council to govern them, which may include any reasonable limitations on, and requirements for, council members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

23. Each dean shall consult with the academic planning council, and the academic planning council shall advise the dean in developing strategic plans and long-range planning for the school or college. In addition, the council may consider any other factors relevant to the capacity of the school or college to fulfill its mission.

a. Each school and college council shall adopt rules governing advance circulation of council agendas, how items may be added to agendas by a council member, how appropriate summaries of council meetings shall be made available to the faculty of the school or college and how the faculty of the school or college shall be notified of the council membership. These rules and any subsequent modifications shall be filed with the University Committee.

b. At intervals which shall not exceed five years, the elected faculty members of each council shall review its structure and functions to assess its effectiveness as a faculty voice and its compliance with Faculty Policies and Procedures 3.08. The self-study report shall be submitted to the dean, the faculty of the school or college, and to the University Committee.

34. a. Each dean shall consult with the academic planning council, and the academic planning council shall advise the dean on program decisions likely to affect promotions to tenure or nonrenewal of probationary faculty appointments. When advising the dean the council shall give appropriate weight to:

1. the anticipated responsibilities of the department and of the school or college for teaching, research, and public service of high quality;
2. existing and potential budgetary commitments in relation to present and anticipated resources of the school or college;
3. the effect of the proposed program decision in strengthening the capacity of the school or college to carry out its mission;
4. the goals of the university’s affirmative action programs.
b. Academic planning councils shall afford the affected departments an opportunity to present their position during the course of the discussions.

4.04. DIVISIONAL MEETINGS.

A. MEETINGS. The division’s chair may call meetings of the division’s faculty and must do so on the written request of ten members.

B. ELECTRONIC MEETINGS. The division’s chair may determine that a meeting of the division shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the division shall be subject to all rules adopted by the Divisional Executive Committee to govern them, which may include any reasonable limitations on, and requirements for, division members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

4.30. DIVISIONAL EXECUTIVE COMMITTEES: PROCEDURES.

A. MEETINGS. Each executive committee shall meet at least monthly throughout the academic year unless the chair considers there is insufficient business. The schedule of meetings shall be announced at the beginning of each academic year.

B. ELECTRONIC MEETINGS. The chair or the executive committee by majority vote may determine that a meeting of executive committee shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the executive committee shall be subject to all rules adopted by the executive committee to govern them, which may include any reasonable limitations on, and requirements for, executive committee members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

BC. SPECIAL MEETINGS. The chair may call a special meeting of an executive committee at any time, and they must call one on the request of one-third of the members of the committee.

CD. QUORUM RULE. A majority of the members of a committee shall constitute a quorum.

4.40. DIVISIONAL COMMITTEE REVIEW COUNCIL

A. Membership. The Divisional Committee Review Council (DCRC) shall consist of four faculty members, one from each faculty division, selected by the relevant divisional executive committee in April or May of each year to serve on the DCRC the following year. Anyone who has completed a full term on the divisional committee is eligible for selection. The DCRC shall select its own chair, except when the DCRC is consulted under section 7.17.C.7., in which case it shall be chaired for the purposes of that consultation by the member from the same division as the post-tenure review case.
In PTR cases (under 7.17.C.7.) where a member of the committee is from the same department as the individual being reviewed, the committee member is disqualified from participation and the University Committee shall select a replacement for the duration of that case from among members of past divisional executive committees. Any such disqualification does not create a vacancy on the committee, but the replacement member shall sit on the committee until termination of the case.

B. Electronic Meetings. The university committee chair or the Divisional Committee Review Council by majority vote may determine that a meeting of Divisional Committee Review Council shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the Divisional Committee Review Council shall be subject to all rules adopted by the Divisional Committee Review Council to govern them, which may include any reasonable limitations on, and requirements for, Divisional Committee Review Council members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

BC. Functions. The DCRC serves as a consultative resource to the provost on matters relating to tenure, including promotion review and post-tenure review (under section 7.17.C.7.).

6.10. MEETINGS.

A. A faculty committee meets at the call of its chair. A meeting may also be called at the request of a simple majority of members of the committee.

B. Electronic Meetings. The committee chair or committee by majority vote may determine that a meeting of the committee shall be held entirely or partially by electronic or other communications means so long as the electronic or other communications facilities provide for simultaneous aural communication among all members equivalent to those held in one room or area. These electronic meetings of the committee shall be subject to all rules adopted by the committee to govern them, which may include any reasonable limitations on, and requirements for, committee members’ participation. A person participating in a meeting by such means is deemed to be present at the meeting and votes taken at such a meeting fulfill any requirement that a vote be cast.

BC. Faculty should be familiar with and follow the university’s open meetings and open records policies, which will also be communicated to committee chairs as part of the committee confirmation letter.

CD. Meeting agendas should be prepared and distributed in a timely manner by the chair (in conjunction with any committee staff assigned to the committee). Specific rules governing meeting agendas will be communicated to the chair as part of the committee appointment letter.

DE. Quorum rule: For the purposes of this chapter, a quorum exists when a majority of the voting members of a committee is present.

EF. Minutes: Will be taken and retained for the meetings of all committees. Guidelines for minutes will be included in committee appointment letters to chairs. Outgoing chairs should give committee documents to the Office of the Secretary of the Faculty to pass on to the next chair.