CALL TO ORDER  The meeting was called to order by Chair Einerson at 3:02 p.m.

PRESENT  Einerson, Simpson, Griffith, Sherman, Schmude, Cleary, Clark, Marciniec, Hudelson Jacobs, Fank, Lynch, Crow, Waxman, Markwood, Sharp, (recorder.)

Excused:  Beam, Faerber, Toivola, Johnson

APPROVAL OF MINUTES
Motion was made to accept the minutes of November 20, 2007.  (Clark/Lynch).  No revisions.  Minutes to stand as read.  Motion carried unanimously.

RECEIVE EXECUTIVE MINUTES
Minutes of the November 27, 2007 executive senate meeting received.

REPORT OF THE CHANCELLOR  No report

REPORT OF THE PROVOST  Provost Markwood expressed his appreciation to faculty and staff with regard to finding a more permanent solution to the Chemistry Department. Discussions with the department faculty will begin soon.  The goal is to have a more permanent solution by the end January.

REPORTS
Chair – Einerson
Final report of the chemistry department. Two meeting were held, November 13, and November 27. These discussions were helpful and productive. On November 27 these recommendations were made:
1. Split the chemistry department. The group offered a number of alternatives to the split, move department to Math & Computer Science, reassign through UW Colleges, create a chemistry department of one, or reassign faculty to administrative duties.
2. The Chemistry Department remain a department with specific faculty reassigned to duties outside the department.

Faculty Representative  (attachment) Sloboda
Clarification of colleague coverage and sick leave. Effective Spring 2008 semester, teaching responsibilities not met because of an absence due to illness, must be reported as leave, regardless of whether there is colleague coverage or not. This does not include professional duties such as conferences. Einerson pointed out policy #2, Reduction of Sick Leave Accrual for Unclassified Staff Failing to Report Leave Usage.
Effective January 1, 2008, any employee who fails to file a monthly report will receive a reduction of sick leave. This is an important issue and senate members should call this to the attention of their departments.
Einerson received a copy of the new policy from Alan Crist, Associate Vice President of Human Resources and forwarded to all faculty members via email.
Discussion of Shared Governance Principals and Guidelines document.
Academic Staff Senate  No report

Program Review and Planning Council  No Report

Budget Review Council  Began discussions on the S & E department allocations. Next meeting December 17th.

Personnel Council  No report

Undergraduate Academic Affairs Council (attachment) Sipress

FYE - The UAAC approved the continuation of the First-Year Seminar Phase One initiative for an additional two years (fall semesters of 2008 and 2009). Under the Phase One initiative, UW-Superior will offer at least 10 elective first-year seminars each fall. Each seminar will be placed within an appropriate general education category. (Because Phase One involves no change in requirements, but merely approval of individual courses, it does not require Senate action.) The Phase Two proposal, which would institute a first-year seminar requirement, will be presented in the spring of 2009 with an expectation that it would go into effect with the 2010 catalog. Because the Phase Two proposal would institute a new requirement, it will require action at both the Council and Senate level.

ADVISEMENT  - The UAAC conducted an in depth discussion of advisement issues, with a focus on new student summer advisement. (Jane Birkholz and Christopher Markwood were present for the meeting.) In 2005, Faculty Senate approved the current SOAR model in principle, with a charge to the Undergraduate Academic Advisement Committee to work out the details with input from faculty. Under the model approved, all incoming first-year students (including transfer students with 20 or fewer credits) were required to participate in a SOAR session, with reasonable exceptions to be made for those unable to be physically present. Between the summer of 2006 and 2007, however, there was a significant decrease in the percentage of incoming first-year students who participated in the SOAR program and a significant increase in the number who received their summer advisement and registration services outside the context of SOAR. (Year 1, 2005 – 66 percent participation, year 2, 2006 – 84 percent participation, Year 3, 2007 – 62 percent participation).

The Council adopted a motion to reconfirm the existing policy that participation in the SOAR be an expectation of all incoming first-year students (including transfer students with 20 or fewer credits), with reasonable exceptions to be made. Hopefully, this reconfirmation of policy will contribute to a reversal in the movement toward lower SOAR participation rates.

Other issues discussed included: The appropriate number of SOAR sessions, the current compensation system for SOAR advisement, and, the days of the week that SOAR sessions should be scheduled. Administration has asked that all summer SOAR sessions be scheduled on Tuesdays and Thursdays. This was done on the premise that most summer classes are taught on a MWF schedule.

No formal action was taken on advisement issues.

Graduate Council  No report

Student Senate  No report

OLD BUSINESS
NEW BUSINESS

I. Notification to complainants:

Motion offered by Executive Committee (Toilvoa/Sloboda)
To ask the Personnel Council to revise their review procedure as to inform the complainants, in writing, the result of their proceedings.
Discussion
Motion (Marcinec/Cleary)
All faculty complainants be informed of the Personnel Council’s recommendation, decisions, and rationale in writing.
Discussion. Motion to amend language, (Simpson/Griffith), add ‘in a timely manner’. Discussion. Amend language motion carried unanimously

All faculty complainants be informed of the Personnel Council’s recommendation, decisions and rationale, in writing and in a timely manner.
No further discussion. Motion carried unanimously.

II. First Year Advisory Group

Discussion. First Year Advisory Group will be a University Committee.
Motion (Sherman/Marcinec) to appoint Mary Balcer, Marshall Johnson and Greg Moore to the First Year Advisory Group. Motion carried unanimously.

ADJOURNMENT
Motion to adjourn (Fank/Clark).
Adjourned at 3:45 p.m.

Respectfully submitted on this 16th day of December by Linda Sharp, recorder.