

Academic Chairs' Meeting

November 10, 2008

HWC 2420, 3:00 p.m.

Present: Mary Balcer, Michael Ball, Liz Blue, Glenn Carlson, Orv Clark, Tim Cleary, Beth Gilbert, Suzanne Griffith, James Lane, Stewart Platner, Cecilia Schrenker, Chad Scott, Nick Sloboda, Gloria Toivola, Greg Trudeau, Chris Markwood, Faith Hensrud, Sharon Sullivan, John Kunz.

Absent: Deb Nordgren.

- 1) Center for Academic Service-Learning (CAS-L) – John Kunz, Interim Director
 - Information regarding CAS-L was distributed and discussed.
 - Five \$500 mini-grants will be available for faculty and academic staff for assisting in developing ways to go from volunteerism to formal academic service learning.
 - Informational luncheons providing further updates on CAS-L will be held in the Multicultural Center on Nov. 14, 17 and Dec. 3, 12:00-1:00 p.m. RSVP to cprior@uwsuper.edu.
 - CAS-L is located in Main 105, Ext. 8529. Contact John to speak further with departments.
- 2) Academic Plan

UW-System is requiring a Five Year Academic Plan of all universities. The Provost created the attached Power Point which he presented to Faculty Senate. Superior is tentatively scheduled to present our plan to the Board of Regents Fall 2009. The Provost requested feedback from departments.
- 3) Mid-Term Grades

The Registrar has proposed (and since withdrawn) a request to eliminate mid-term grades due to large numbers of classes which do not get posted. Chairs discussed the value of posting mid-terms. General consensus was that at-risk students need earlier intervention, around week three of the semester. Another suggestion was to have departments identify which classes needed mid-term grades.
- 4) Discussion on Department Personnel Rules - Gloria Toivola
 - Probationary faculty members are not always clear on the personnel rules and expectations of their departments; it is necessary to work with them and be specific about the department's criteria for promotion and tenure.
 - Suggestion was made to place department personnel rules on the department websites or the Provost's website.
 - Promotion and tenure rules in departments may need to be revised.
 - CETL has been a valuable program for new faculty.
- 5) New Hires Rank-Lecturer/Senior Lecturer

Biology questioned the hiring rank of new staff in the various departments and academic staff rules for moving from the lecturer to senior lecturer level. HR is conducting an audit on lecturers and senior lecturers and looking into the entire process.
- 6) Summer Session Planning – Faith Hensrud

A Summer Session task force has been formed to study summer session models and to develop recommendations to the Provost and Chair of Faculty Senate. Faith sent Chairs an email asking for their input on a number of questions and had gotten a number of valuable responses and suggestions. Budget for summer session has been set at \$250,000 with a revenue target of \$750,000 to cover overhead and other costs. Chairs should forward their responses to Faith as soon as possible to be submitted to the task force.
- 6) 2+2 & 1+2+1 Options in Chongqing

Chairs were asked to begin talks with their departments on a Faculty Exchange Teaching Program with China. ASCU also has programs for students from China doing two years at our institution and then finishing their degree either here or in China. Departments interested in articulation agreements with China should contact the Provost.

7) Federal Priorities

The Provost is coordinating a Federal Priorities List; Chairs should notify the Provost about any identified articulated federal priorities in their departments.

8) Performance Reviews

Evaluation and performance reviews are being turned into the Provost's office. The Provost asked Chairs to review each of them carefully and thoroughly. He is especially interested in reading the narratives provided. It was pointed out that some academic staff are hired every year as ad hocs for the same classes and are not evaluated. As many of them are teaching more advanced classes, it was thought they should be evaluated also.

9) Reminders:

- Department Chair Meetings – 2nd and 4th Mondays of the month, 3-4:30 p.m. Next Meeting, Monday, November 24
- Faculty Assignment Sheet – Due Nov. 1
- Department Progress Update – Dec. 1
- Honors Students Reception – Wednesday, December 10, 3:00 p.m., RSC Skylounge
- Graduation – Saturday, December 13, 2008, HWC