

## *Academic Chairs' Meeting*

December 8, 2008

HWC 2420, 3:00 p.m.

**Present:** Mary Balcer, Michael Ball, Liz Blue, Glenn Carlson, Orv Clark, Beth Gilbert, Suzanne Griffith, James Lane, Deb Nordgren, Stewart Platner, Deborah Schlacks, Cecilia Schrenker, Nick Sloboda, Gloria Toivola, Greg Trudeau, Chris Markwood, Faith Hensrud, Sharon Sullivan.

**Absent:** Tim Cleary, Chad Scott.

- 1) **Library Survey/Library Renovation** – Deb Nordgren
  - Results of the Library Survey (attached) were distributed and discussed.
  - Library Renovation-The remodeling project is on schedule and set to open mid summer. See <http://library.uwsuper.edu/RenovationPlanning/index.htm>.
- 2) **Rothwell Student Center**
  - Building project is about a month behind schedule
  - Soft opening is set for Fall 2009; hard opening set for Spring 2010.
- 3) **Budget**
  - An all-campus forum is set for Wednesday, December 10, 10-11:30 a.m., Kathryn Ohman Theatre to discuss budget updates.
  - The State is expecting a 5.4 billion dollar deficit for 2009-11.
  - Do not have a number for the 2008-09 deficit at this time and do not know how it will impact the UW System or our campus.
  - Information will be communicated to the campus as it is relayed to the administration.
- 4) **Capital Project Update**
  - Capital budgets come from a different pool of money than do State budgets.
  - No building projects have been cancelled to date. Building projects are regarded as an economic stimulus. Many are dually funded by the State and by private funds such as our Foundation; there is a universal commitment by all partners to keep projects going.
- 5) **Travel**
  - System has requested that all out of state travel be evaluated and justified.
  - Request to Travel Forms have been updated (attached) and will be put on the web.
  - The Provost believes in the value of faculty and staff development but will also be looking at ways to save money on travel. Some options include limiting the number of staff attending the same conferences or meetings; sharing rides and lodging when possible; video conferencing meetings scheduled for less than a full day, if possible.
- 6) **Environmental Research Center**-Faith Hensrud
  - The City of Superior has approached the University about the concept of a partnership for a Superior Environmental Research Center.
  - This would be a national estuary and environmental research facility and could house a number of different entities including our Lake Superior Research Institute (LSRI), Wisconsin Sea Grant, Wisconsin DNR, among a few.
  - Facility would be located on the site of the Montreal Pier on the waterfront by McDonald's.
  - This would be a non-institutional funding proposal with possible funding from a federal level.
  - Questions/suggestions should be directed to Faith Hensrud or Richard Stewart.

- 7) **AQIP Presentation to Faculty Senate**
- The Provost will present to Faculty Senate on Tuesday, December 9, an alternative method of accreditation (AQIP).
  - AQIP (Academic Quality Improvement) would be a more constant approach to accreditation than the current method.
  - If approved by Faculty Senate, UW-S would have to apply to NCA for this type of accreditation.
  - UW-Stout currently uses AQIP
  - The Provost will see which other COPLAC institutions utilize AQIP.
- 8) **Summer Session**
- Faith Hensrud distributed preliminary findings from the Summer Session Task Force to chairs.
  - Recommendations were forwarded to Faculty Senate and the Provost and will be on Faculty Senate agenda on Tuesday, December 9.
  - In order to move forward with Summer 2009 planning, Chairs should submit proposed courses by **December 19**. (Forms are being revised and will be sent to Chairs).
  - Submit as much information as possible at this time. If you have collaboration with another department, work with them now. If you have a knowledge category course, communicate with the other departments that might offer these courses
  - As there is a limited Summer Session budget, more courses could be offered on-line.
  - Pay scale has not yet been determined and will need further discussion.
  - Low enrollment courses will need to be cancelled early enough to not disadvantage students—at least one week prior to the start of summer college.
  - Contact Faith Hensrud or Suzanne Griffith with questions and suggestions.
- 9) **Gen Ed Spreadsheet**
- As part of the process of getting ready for fall and spring, the Provost will provide a spreadsheet for listing Gen Ed courses to the Department Associates to enter in information during the Holiday break. The spreadsheet will show knowledge categories offered by each department.
- 10) **Associate Deans for Academic Affairs and International Education Programs**
- Position descriptions for the two positions were distributed.
  - Chairs were asked to evaluate the value of the positions (not the individuals).
  - Observations and suggestions should be emailed to the Provost by the end of the week.
- 11) **Low Enrollment Classes**
- Chairs were reminded to monitor low enrollment classes; particularly the upper division classes.
- 12) **Reminders:**
- Department Progress Update – December 1
  - All Campus Budget Update – Wednesday, December 10, KOT, 10-11:30 a.m.
  - Honors Students Reception – Wednesday, December 10, 3:00 p.m., RSC Skylounge
  - Graduation – Saturday, December 13, 2008, HWC (All Faculty Invited-contact Barb Erickson)
  - Chairs Lunch – Thursday, December 18, Noon at LeBistro
  - Second Semester Department Chair Meetings—2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month. All in HWC 2420 except, March 9 is in RSC 111