University Committee  
2004-2005 Annual Report  

The University Committee (UC) met weekly on Tuesdays at 1:00 p.m. during the academic year; during the summer (June 1st through August 21st, 2005), five meetings were held (about every other Tuesday).

**Committee Chair and Membership:**
During the summer of 2004, Professor Mark D. Schwartz (Geography) was elected UC Chair for the 2004-2005 academic year. Member Ron Perez resigned in February 2005, after accepting an appointment as Associate Dean. Following a special election, Professor Thomas Holme (Chemistry) replaced Perez as a UC member, joining the committee in March 2005.

**Supporting Faculty Governance:**
1. The UC worked with the Secretary of the University (SecU) to develop a comprehensive plan to restore support in the SecU office for faculty governance committees, and selected other faculty support matters. These changes were initially agreed to by the Provost’s office, but implementation has been suspended due to budgetary concerns. This remains a crucial matter for faculty governance, and the UC will continue to push for their realization in the coming year.
2. The UC took over sponsorship of the Department Chair brown-bag series, receiving logistical support for these meetings from Associate Vice Chancellor Venugopalan. Monthly meetings were held during the year, starting in November.
3. The UC consulted with a number of Deans, Department Chairs, and regular faculty members regarding personnel matters during the year.

**Consultation with University Administration:**
The UC kept in close contact with the Chancellor, Provost, and other UW-Milwaukee administrators regarding faculty issues during the year. The UC met with the Provost every two weeks (the Chair met with the Provost during alternate weeks), and with the Chancellor monthly during the academic year.

Specific issues:
1. The UC consulted with campus administration and reached agreement on pay plan guidelines for 2005-2007; a revised overload policy, and the 2006-2007 sabbatical program guidelines. Subsequently, after reviewing potential pay plans for the upcoming biennium, the UC continued to support the principle of merit, rather than across the board, as a significant component of the annual pay plan exercise. If the plan remains at 2%, the UC supported staying “across the board” for the 2005-2006 only; subsequent years will be again reviewed considering a merit component, if the pay plan is 2% or higher.
2. The UC carefully discussed with the Provost and Chancellor the nature and implications of the budget cuts being contemplated as a result of the Governor’s budget and subsequent revisions by the Legislature. The UC wanted to ensure that the principle of these being administrative cuts was adhered to, rather than cuts simply being passed through to departments and faculty.
3. The UC worked closely with the Chancellor and Provost to design the structure of, and recommend faculty to serve on the Strategic Research Development Program review committee.
4. The UC was not able to schedule a meeting during the summer with the new Vice Chancellor for Research/Dean of the Graduate School (Abbas Ourmazd), but the UC will plan to meet with
him early in the 2005-2006 academic year to discuss the UWM Distinguished Professor program, reorganization plans for the Graduate School, and revisions to the Research Misconduct Policy.  

5. The UC met several times with the Robin VanHarpen, Director of Legal Affairs, to discuss routing of complaints against faculty. After reviewing UW-Milwaukee Policies & Procedures and UW-System Policy, both VanHarpen and the UC agreed that a Memorandum of Understanding (MOU) will be formalized in which the Chancellor confirms that the UC is designated to receive all complaints. Both further agreed there will be no discipline imposed against faculty without peer (FRRC) review. A draft MOU is being reviewed by the UC and will be finalized early in the Fall 2005 semester.

6. The UC also met with Robin Van Harpen and Records Custodian Amy Watson regarding concerns raised by a large open records request for student evaluations. Regarding procedures, it was agreed that in the future when such requests are made that the UC will be consulted before the request is passed on to department chairs. Major concerns about the request revolve around the joint status of student evaluations as public documents and personnel records. The UC suggested that all faculty members review UW-Milwaukee Teaching Evaluation Policies (S52.5, Jan. 1998), and that all Executive Committees carefully review their current student evaluation forms and procedures to make sure that they are best serving the needs of the unit, given this joint status. The UC is working with Vice Chancellor Tom Luljak to draft a Memorandum of Understanding (MOU) to address our concerns regarding notification of faculty whose correspondence (primarily emails) are released by the Public Records Custodian due to open records requests.

7. The Enrollment Management Steering Committee recommended development of an Early (academic) Warning System, which will involve an on-line reporting form for all first year students (freshmen). The UC encouraged the Administration to incorporate the use of “clicker” (Student Response System) technology to implement this system. Such an approach will reduce faculty workload related to reporting information and provide faculty with new resources to enhance teaching. The UC plans to demo “clicker” use in large lecture situations at a future Senate Meeting.

8. At the request of the UC, the Provost agreed to provide biennial data reports on UWinteriM to the APCC and Senate.

9. The UC met with Equity/Diversity Services (EDS) Director Anthony Hightower to discuss his ongoing work drafting Phase II of the Milwaukee Commitment/Plan 2008.

10. The UC met with Interim Human Resources Director Elizabeth Bolt to get a progress report on her efforts to revitalize that department.

11. The UC consulted with Vice Chancellor Monica Rimai regarding concerns about appearance issues related to the campus smoking policy.

12. The UC expressed concerns to Vice Chancellor Luljak about campus congestion and safety issues related to specific crosswalks on Maryland and Hartford Avenues.

NCA Accreditation:
The UC met with Associate Vice Chancellor Rita Cheng in Fall 2004 to discuss progress on the NCA accreditation self-study report. A committee of the whole discussion of the self-study document was held at the December 2004 Senate meeting. The North Central Association Accreditation Team visited the Campus from Monday, April 25th to Wednesday, April 27th. The UC and other primary faculty governance committees met with parts of the Team. Results of the accreditation visit were very positive.
Search Committee Activities:
During the year, the UC identified faculty nominees to serve on the search committees for the Dean of Continuing Education, Vice-Chancellor for Administrative Affairs, Vice-Chancellor for Student Affairs, and Director of Alumni Relations. UC members also served on the search committees for the School of Information Studies Dean, Dean of Continuing Education, Provost, Vice Chancellor for Research/Graduate School Dean, and Vice Chancellor for Administrative Affairs.

Academic and Administrative Policy Development and Review:
1. A joint group from the UC and ITPC worked to redraft the Computer Use Policy in a simpler form, similar to UW-Madison’s policy. The revised policy was approved by the Senate in May 2005.
2. The UC worked with the Graduate Dean and Research Policy Committee to update the Conflict of Interest Policy for Researchers and Scholars. The revised policy was approved by the Senate in February 2005.
3. The UC worked throughout the year on developing a revised Discriminatory Conduct policy. More work is needed to complete this effort. Essentially, a format similar to that of the Research Misconduct Policy was suggested for consideration. With respect to procedures, it was suggested that the EDS Director report faculty investigation findings directly to the UC, and not to the Provost and Chancellor as in drafts to date. Pursuant to a request from the UW-Milwaukee Faculty Senate, the UC will continue to explore options for revising this policy with the Faculty Rights & Responsibilities Committee. The UC felt that holding to a timeline for feedback and ultimate closure by the Faculty Senate is crucial in the next academic year.
4. The UC worked with the Research Policy Committee and Dean Jaffe on an initial set of suggested updates and revisions to the Research Misconduct Policy. These discussions will now be continued with Vice Chancellor for Research/Graduate Dean Ourmazd.
5. Additional information about policy items brought to the Faculty Senate for review and approval during the year can be viewed at:
   Fall 2004:  http://www.uwm.edu/Dept/SecU/facdocs/2465.pdf
   Spring 2005:  TBD
6. The UC raised concerns about proposed parking fee increases that were presented to the Transportation Sub-Committee and the entire Physical Environment Committee (PEC). The Chancellor decided to not impose increases for the coming year. The UC decided to appoint a formal liaison to the PEC, in order to improve our communication on issues such as this.
7. After meeting with members of the Codification Committee (CC), the UC agreed to support proposed clarifications to CC functions. The UC will seek CC input on all policies that are to be submitted to the Faculty as a body, or the Faculty Senate for approval. Further, when policy changes are initially contemplated, the involved Faculty committee will be strongly encouraged by the UC to work with the CC to improve drafts in the early stages of policy writing.
8. At the request of the Rules Committee, the UC will be forming an Ad Hoc Committee to review our Divisional Committee structure. Specifically, Professions has become quite large with respect to the other three Divisions which has created workload issues. The charge will also include examination of items such as: Divisional involvement in promotion to full professor; the propensity of Divisional to conduct de novo reviews of department actions; and potential revisions of the current structure.

UC Liaison/Networking Activities:
1. The UC prepared and delivered letters on behalf of the Faculty Senate to Governor Doyle in early January (supporting the UW-System budget request) and in July (regarding a proposed 1.5% pension contribution requirement). Copies of the letters were sent electronically to the Senate.
2. UC members served on the Enrollment Management Steering Committee that reconvened this year.
3. The UC met with SA President Brett Belden, and received an overview of SA operations and plans for the year.
4. The UC held several joint meeting with the Academic Staff committee during the year, discussing issues of mutual concern.
5. UC members met with the Affirmative Action and Faculty Employment Committee and discussed the general issues of recruitment and retention of minority faculty.
6. UC members visited a School of Business Administration Executive Committee meeting to present information on departmentalization.

For additional and more detailed information, see the UC Chair’s reports in the Faculty Senate minutes:

http://www.uwm.edu/Dept/SecU/senate/index04-05m.htm

and the UC meeting minutes:

http://www.uwm.edu/Dept/uc/minutes/mindex.htm

UW-Milwaukee University Committee, 2004-2005
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