Recommendations of the Codification Committee for revision of Chapters 2, 3, and 4 of the UWM Laws and Regulations to bring the chapters in accord with the University of Wisconsin System Faculty Personnel Rules and the Wisconsin State Statutes pertaining to merger. Editorial changes have been made reflecting Faculty Senate approved legislation since the distribution of the edition of the UWM Laws and Regulations (Chapters 1. through 7.) in May, 1973.

Recommendations

CHAPTER 2
THE FACULTIES OF THE COLLEGES AND SCHOOLS

2.02 Membership in College and School Faculties

(2) Subject to the approval of the University Faculty, the Faculty of each college or school may define as voting members of its faculty, other categories of full-time members of its academic staff, whose appointments may not otherwise designate University Faculty status, such definition not to imply University Faculty status as defined in 1.01(1).

2.03 Duties and Powers of College and School Faculties

Delete (8) (8) To report to the University Faculty cases of misconduct requiring investigation by that body.

(Obsolete in view of present grievance procedures. Renumber (9), (10), (11).

2.04 Meetings of College and School Faculties

Delete underlined (3) It is the duty of Faculty members to attend meetings of the Faculty. All full-time members of the academic staff as defined in 1.01(1) have a right to speak, but only members of the University Faculty, as defined in 1.01, may vote unless otherwise provided in Sec. 2.02(2).

Change He to "The Dean"

Delete He;
Add, "and"

(4) The dean is the executive officer of the college or school and is responsible directly to the Chancellor. He has immediate supervision of the affairs of the college or school in all of its departments. He is the presiding officer of each Faculty and ex-officio a member of all standing committees of the College or school.

(5) Each Faculty appoints a secretary who keeps a record of its proceedings. A copy of the proceedings of each Faculty is furnished by its secretary to each member of the college or school Faculty, to the Chancellor, to the President of the University System, to the Secretary of the University, and to the Secretary of the Board of Regents.

Delete underlined (6) The dean or secretary of each Faculty transmits to the University Faculty, through its secretary, all actions which are within the concern of the University Faculty.
2.05 The Graduate School: Faculty, Council, and Committees

(2) (Second to last line add "and review" after hear).

To read:

There shall be at least one meeting each academic year for Graduate Faculty to hear and review reports of the Graduate Dean and the Chairman of the Graduate Faculty Council.

(3) (On page 2-4, line 12 from the top add ", whether carrying graduate credit or not," after the word undergraduates).

To read:

Jurisdiction over all courses open to undergraduates, whether carrying graduate credit or not, is vested in the appropriate faculty bodies in schools and colleges, and subject to review by the Academic Program and Curriculum Committee.

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CHAPTER 3
FACULTY DIVISIONAL SYSTEMS

3.03 Eligibility to Vote in Divisions. Faculty members having the rank of professor, associate professor, assistant professor, and such other faculty status are eligible to vote in the Division in which their department has membership. The University Faculty or the Faculty Senate may determine whether instructors have voting rights in their respective divisions. If a department is in more than one division, a member of its faculty shall vote in only the one with which the subject matter of the faculty member's courses and research are most appropriately associated. This will usually be the division concerned with recommendation and tenure status. If a faculty member holds an appointment in a department which is in more than one division, then the faculty member must choose a divisional membership during the first semester of employment. The faculty member may not change membership in a division after being considered for promotion to a tenure position until the faculty member has gained tenure. Changes of membership in divisions for tenured faculty require the approval of the Executive Committee of both divisions.

COMPOSITION OF DIVISIONAL EXECUTIVE COMMITTEES

3.09 Inability to Serve on a Divisional Executive Committee. A member of a Divisional Executive Committee unable to serve for two consecutive semesters during his term of office shall be replaced by the available candidate who had the next highest number of votes at the last election and shall serve for the balance of the term.

Add

Elected three-year terms of office, or portions thereof, are considered full terms and the member is eligible for election again after two years.
3.13 Bylaws. Divisional Executive Committees annually make available to
the faculty a copy of the criteria, policy and procedures, and
deposit same with the Secretary of the University.

Change 3.13 to read:

3.13 Bylaws: Divisional Executive Committees shall annually distribute
to the faculty a copy of their operating procedures and a copy of
their criteria regarding tenure and promotion, and file same with
the Secretary of the University.

PERSONNEL MATTERS

3.14 Advice on Tenure Appointments. Before appointment, or promotion,
to a position on the tenured faculty is made, the dean ask the
advice of the appropriate Divisional Executive Committee, before
recommending action to the Chancellor. For appointments involving
tenure implications, not covered by the four divisions, the University
Committee will be the appropriate review body. In each case the
dean informs the committee of his action based on the committee's
recommendation.

Changes in text underlined.

3.14 Advice on Tenure Appointments. Before appointment, or promotion,
to a position on the tenured faculty is made, the dean may ask the
advice of the appropriate Divisional Executive Committee, before
recommending action to the Chancellor. For appointments involving
tenure implications, not covered by the four divisions, or other
units in which tenure is granted, the University Committee will be
the appropriate review body. In each case the dean informs the
committee of his action based on the committee's recommendation.

3.16 Vote Record. Advice on personnel recommendations includes the
text of the motion voted on by the Divisional Executive Committee,
and the "ayes," "nays," and abstentions. The vote of individual
members of the Divisional Executive Committee is not to be recorded.

Delete underlined

Delete 3.17 Criteria for Advice. The following criteria are to be included by
underlined and change (1) to read as below:

(1) Teaching, research, and service are all to be considered in
any judgment concerning promotion and tenure, specifically
as measured by demonstrated teaching ability, past and
probable future intellectual creative accomplishments, and
contributions and service to the public, the University,
and to the faculty member's profession.

(2) And, not to exclude the above, a candidate for a tenure
position or a candidate for promotion to a tenure position
is to be judged on the basis of the criteria for which he
was, or is to be employed, for example:

(a) Creativity, criticism, and/or professional competence,
    if in the Arts and Humanities, or the Professions.
(b) Criticism and/or discovery, if in the Social Sciences
    or Natural Sciences.
3.17 Criteria for Advice. Teaching, research, and service are all to be considered in any judgment concerning promotion and tenure, specifically as measured by demonstrated teaching ability, professional competence, past and anticipated creative accomplishments, and contributions and service to the public, the University, and to the faculty member's profession.

3.18 Reconsideration of Negative Advice and Appeal.

Delete
(1) and (2);
Change to read:

(1) If a Divisional Executive Committee advises against a personnel recommendation, the sponsors of the recommendation, if they so request shall be heard and a new vote taken before the committee's advice is forwarded to the dean.

(2) An appeal to a judgment made by a Divisional Executive Committee may be directed to the University Committee for review of the evaluation process and criteria upon which the judgment was reached. Such appeal is to be made prior to transmittal of committee's advice to appropriate dean.

3.18 Reconsideration of Negative Advice and Appeal.

Procedures of reconsideration and appeal are specified in Chapter 5.17.

CHAPTER 4
THE DEPARTMENT

4.02 Departmental Faculty: Membership. All persons holding appointments in a department at the ranks of professor, associate professor or assistant professor, and as determined by the Departmental Executive Committee, any instructors, lecturers, visiting professors, visiting associate professors and visiting assistant professors shall have the right to vote or participate otherwise in departmental faculty meetings, provided that this rule shall not be construed to extend or withdraw any membership understanding or arrangements in effect at the time this rule was adopted.

Change 4.02 to read.

4.02 Departmental Faculty: Membership. All persons holding appointments in a department at the ranks of professor, associate professor, assistant professor, instructor, and as determined by the Departmental Executive Committee, any lecturers, visiting professors, visiting associate professors, visiting assistant professors, visiting instructors, shall have the right to vote or participate otherwise in departmental faculty meetings, provided that this rule shall not be construed to withdraw any membership understanding or arrangements in effect at the time this rule was adopted.

4.04 Departmental Executive Committee.

Delete
(1) extend to on line 8.

Add to last sentence "or instructors" after assistant professors.
4.05 Departmental Executive Committee: Functions:

(1) The Departmental Executive Committee has authority to make recommendations concerning appointments, dismissals, promotions, salaries and other budget matters, which are transmitted through the chairman to the dean. The Executive Committee may, by annual vote, delegate to a smaller committee, or to the chairman, the authority to make recommendations with respect to any or all of the following matters:
   (a) salaries
   (b) nontenure appointments
   (c) appointment or promotion of classified personnel
   (d) appointment of assistants
   (e) equipment and supplies

(2) The Departmental Executive Committee may delegate to the full professors of the department the authority to make recommendations for promotions to the rank of full professor.

(3) In schools in which departmental structures do not exist, Executive Committees shall have the same authority to make recommendations concerning appointments, dismissals, promotions, salaries, and other budget matters, to the dean or director, as Departmental Executive Committees described in paragraph (1) of this section.

(1) Written criteria for decisions relating to renewal of appointments or recommending of tenure shall be made in accordance with University rules and procedures requiring an evaluation of teaching, research, and professional and public service and contribution to the University. The relative importance of these functions in the evaluation process shall be decided by the Departmental Executive Committee. The Departmental Executive Committee has authority to make recommendations.

4.06 Departmental Chairman: Selection.

(1) All members of the department having professorial rank, and others who are entitled to vote by action of the Departmental Executive Committee, may express their preference for chairman each year by secret ballot, and the entire ballot is transmitted by the department chairman to the dean. The department may by annual vote authorize a committee to count the votes before the ballot is transmitted to the dean. A member of the departmental faculty with professorial rank who is on leave is eligible to participate in this balloting, but not by proxy.

(2) After receiving the preference ballot, and following consultation with the Chancellor, the dean appoints a chairman from among the members of the department holding professorial rank. Exceptions may be made with consultation between the dean and the University Committee.

(3) The term of office of a departmental chairman is one year, but there is no limit upon the number of terms he may serve.

(1) All members of the departmental faculty, and others who are entitled to vote by action of the Departmental Executive Committee, may express their preference for chairman each
year at an open meeting or by mail ballot. If the department elects the option of a mail ballot, the department may authorize a departmental faculty member as teller to conduct the preference voting, collect the ballots, and transmit the ballots to the dean. The department may authorize the election teller to count the votes prior to transmitting them to the Dean. A member of the departmental faculty who is on leave is eligible to participate in this balloting but not by proxy.

4.07 Departmental Chairman: Duties. The chairman of the department has the following duties:

Delete underlined.
Add "appropriate" after the

(7) Submits new courses, major revisions of existing courses, and deletion of courses proposed by the department for action by the Divisional Executive Committee (or by a course committee and by the dean.

Codification Committee
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Elinore Partridge
John Solon, ex-officio
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