

UW MARATHON COUNTY

STEERING COMMITTEE

MEETING

3:15pm, Friday September 4, 2009

Library Conference Room

MINUTES

Present: Montgomery (Chair), Mark Brown, Jeff Heise (SGA), Ann Herda-Rapp, Paul Martin, Sarah Rudolph, Sandy Smith (Dean)

Absent: Dave Dettman (with apologies)

1. Call to order: 3:20pm
2. Minutes of Meeting 28 August, 2009: unanimous (Herda-Rapp, Rudolph).
3. Scheduling of Steering Committee meetings for fall semester:
 - a. Meetings will be held second and fourth Fridays of the month at 3:15pm.
4. Updates on work from last meeting:

Montgomery provided follow-up report from last meeting and Steering reviewed various items.

 - I. Campus goals: Montgomery continues to research the process used last time and will report at the next meeting.
 - II. UWSP WDH story and editorial on transfer:
 - a. Dean is in touch with Greg Lampe and follow-up will be through Central. Dean will write column in late October for WDH in time for HS seniors making college decisions.
 - III. Banked credits and compensation for IS and honors courses:
 - a. Montgomery will ask Department Chairs and Associate Academic Deans how these are handled on other campuses; Steering will further review at next meeting.
 - IV. Transition to new facility:
 - a. An "Ad hoc space allocation committee" was established to identify rooms and areas that will become available in the existing facility as units relocate to the new building and to recommend allocation of that space to the Steering Committee; Steering will then make

recommendations to the Dean. The committee will first decide upon a process for receiving input from interested and affected parties and will report to Steering on the process at its October 16 meeting. It will make recommendations on space allocation to Steering by February 1. Steering will then review the recommendations with Collegium at the March 2 meeting before reporting to the Dean. Steering approved a charge for this committee.

- b. The committee will consist of Sarah Rudolph (Steering, faculty “shepherd” for the new facility transition), Mark Brown (Steering), and Gigi Koenig (Associate Campus Dean).

V. Campus web page:

- a. Dettman reported that a new campus web page is being developed by Central and will be available in the next two months.
- b. Heise will work with Dettman and IT on the placement of a “Daily Jolt” forum link on the page.
- c. Steering will further review the page after it is available for possible further work on active content.

VI. Sexual Harassment Mediation Committee:

- a. Ann Herda-Rapp was appointed to this committee from Steering.
- b. SGA will have an appointee after elections.
- c. Montgomery will inquire regarding a Classified Staff member.

VII. MediaSite and academic programming:

- a. An “Ad hoc MediaSite and Academic Programming Committee” was established to recommend a package of courses leading to AAS or a “common gateway” to majors for adult learners and for students at a distance from UWMC. Further, the committee will: recommend a plan for offering this package utilizing available modes of delivery, including MediaSite, as well as appropriate scheduling; recommend a plan for implementation by Fall 2010 and identify any issues that might arise; and advise on academic issues with MediaSite use. The committee will report to Steering by November 16.
- b. The committee will consist of Brett Barker (Faculty-Curriculum) and Patti Thwaits (Student Services-Curriculum) and Ann Herda-Rapp (Steering) and Dave Dettman (Steering, IT Director).

5. New business:

- I. Swine flu response – academic issues

- a. Faculty and IAS familiarity with D2L: it was reported that faculty (86%) and IAS (61%) use of D2L is high, and that Kelly Mulder is working 1-1 with IAS to increase IAS familiarity.
 - b. Increase communication with students through e-mail, creating e-mail roster list: IITC will be asked to investigate this.
 - c. Other: Montgomery will check with Gigi Koenig and report on other academic plans and advice as presently exist and Steering will consider possible dissemination of any such materials at the next meeting.
- II. Communicating with students via e-mail: improving, increasing (identified on summer "listening sessions")
 - a. As above, IITC will be asked to investigate this possibility (no formal charge was drawn up: Montgomery will discuss this with IITC Chair)
- III. Efficiency of Collegium's committee structure: initial review by Steering
 - a. This was postponed to next meeting of Steering.
- IV. Diversity Committee:
 - a. Doug Hosler was appointed as faculty representative.
 - b. Montgomery will inquire regarding a Classified Staff member.
- V. Faculty colloquia, brown bags:
 - a. Paul Martin will solicit interest and organize.
- VI. Committee Chairs; annual reports:
 - a. Montgomery reported that he had put out calls for these.
6. Collegium Agenda:
 - a. The committee approved the agenda for the September 8, 2009 Collegium meeting.
7. Adjournment: 4:45pm.

Minutes by Montgomery.