

University of Wisconsin-Madison
Secretary of the Faculty
133 Bascom Hall

FACULTY SENATE AGENDA MATERIALS **for**

7 March 2016

*The University Committee encourages senators to discuss
the agenda with their departmental faculty prior to meeting.*



**FACULTY SENATE AGENDAS, MINUTES, RECORDINGS,
TRANSCRIPTIONS AND FACULTY DOCUMENTS, INCLUDING FACULTY
POLICIES AND PROCEDURES, ARE AVAILABLE:**

secfac.wisc.edu/Faculty-Senate.htm

FACULTY SENATE MEETING
Monday, 7 March 2016 - 3:30 p.m.
272 Bascom Hall

AG E N D A

1. Memorial Resolution for:
James G. Nelson (Fac doc 2611)
2. Announcements/Information Items.
3. Question Period.

AUTOMATIC CONSENT BUSINESS

4. Minutes of February 2.

OLD BUSINESS

5. Update: Faculty Senate Districts and Apportionment for Academic Years 2016-2017 and 2017-2018. (Fac doc 2610)
 - Center for Jewish Studies and Department of Linguistics will join German, Nordic, and Slavic in Faculty Senate District 59, retiring districts 80 and 81.

NEW BUSINESS

6. University Library Committee Resolution in support of an Open Access Policy for the University of Wisconsin–Madison (Fac doc 2612)
7. Children in the Workplace Policy (Fac doc 2613)
8. Committee on Women in the University Proposed Updates to FP&P 6.56, Membership and Functions (Fac doc 2614)
9. University Research Council and Related Faculty Policies and Procedures Changes (first reading) (Fac doc 2615)
10. Proposal to Add to Faculty Policies and Procedures Chapter 6: Budget Advisory Committee Proposed (first reading) (Fac doc 2616)
11. Values Statement on Shared Governance at UW-Madison (first reading) (Fac doc 2617)

**FACULTY SENATE
MINUTES
1 February 2016**

Chancellor Rebecca Blank called the meeting to order at 3:31 p.m. with 149 voting members present (112 needed for quorum). Memorial resolutions were offered for Professor Emeritus Gail E. Beck (Fac Doc 2595), Professor Emeritus William Feiereisen (Fac Doc 2596), Professor Emeritus Robert Herbert “Bob” March (Fac Doc 2597), Professor Emerita Bernadine Peterson (Fac Doc 2598), and Professor Emeritus Robert Siegfried (Fac Doc 2599).

Chancellor Blank provided several pieces of good news, including faculty awards, state legislature developments, high-level campus searches, and continued state outreach efforts. She also described progress on programs and activities relating to sexual assault and diversity and plans for the upcoming Madison-hosted UW Board of Regents meeting. Chancellor Blank recognized outgoing Vice Chancellor for Finance and Administration Darrell Bazzell for his many years of outstanding service to campus. Provost Sarah Mangelsdorf and University Committee Chair Beth Meyerand provided an update on the work of the UW System tenure task force and next steps for Madison’s policies.

There were several questions related to sexual assault, tenure policies, and the University Research Council.

The minutes of the December 7, 2015, meeting were approved as distributed.

Professor Judith Burstyn (Chemistry) presented the report of nominations for election to the Committee on Committees and the annual report of the Committee on Committees (Fac Doc 2600). Chancellor Blank called for nominations from the floor and received none.

Professor Doug Reindl (Engineering Professional Development) presented the annual report of the Recreational Sports Board (Fac Doc 2601). There were no questions or comments. Associate Professor R. Scott Lutz (Forest and Wildlife Ecology) presented the annual report of the Kemper K. Knapp Bequest Committee (Fac Doc 2602). There were no questions or comments. Associate Professor Bret Payseur (Genetics) presented information on the AAU Climate Survey on Sexual Assault (Fac Doc 2603) and moved adoption of a resolution endorsing the recommendations of the survey (Fac Doc 2604). The motion was seconded. There were several questions and comments. The motion to adopt the resolution passed by unanimous voice vote.

Associate Dean Sue Zaeske submitted the following four program change recommendations, all in the College of Letters and Science: change the name of the Department of African Languages and Literature to the Department of African Cultural Studies (Fac Doc 2605), merge the departments of German, Scandinavian Studies, and Slavic Languages and Literature to become the Department of German, Nordic, and Slavic (Fac Doc 2606), merge the Department of East Asian Languages and Literature and the Department of Languages and Cultures of Asia to become the Department of Asian Languages and Cultures (Fac Doc 2607), and change the name of the School of Music to the Mead Witter School of Music (Fac Doc 2608). There was one question.

Assistant Professor Aaron Hoskins (Biochemistry) moved the addition of the Committee for Gay, Lesbian, Bisexual, Transgender, and Queer People in the University into *Faculty Policies and Procedures* Chapter 6 (Fac Doc 2609). The motion was seconded. There was one question. The motion passed by unanimous voice vote.

Professor Meyerand moved to accept the biannual report on senate districts and apportionment (Fac Doc 2610), including two corrections to FTE counts. The motion passed by unanimous voice vote.

The meeting was adjourned at 4:42 p.m.

Respectfully submitted,



Steven K. Smith
Secretary of the Faculty

Faculty Senate Districts and Apportionment Academic years 2016-2017 and 2017-2018

[with clerical errors corrected, 2/2/2016]; Districts 59, 80 and 81 updated 7 March 2016

District	Department	2015 FTE	senators 2016-2018	senators 2013	regular election year
<i>College of Agricultural and Life Science</i>					
1	Agricultural and Applied Economics	22	2	2	2018
4	Agronomy	19	2	2	2018
15	Animal Sciences	16	2	2	2017
5	Bacteriology	20	2	2	2016
6	Biochemistry	30	3	3	2017
2	Biological Systems Engineering	15	1	1	2016
18	Community and Environmental Sociology	7.6	1	1	2017
8	Dairy Science	12	1	1	2016
9	Entomology	14	1	1	2017
11	Food Science	11	1	1	2016
12	Forest and Wildlife Ecology	19.5	2	2	2018
23	Genetics; Medical Genetics ¹ (11.5 in CALS)	21.75	2	3	2016
13	Horticulture	19	2	2	2018
7	Landscape Architecture	7	1	1	2018
3	Life Sciences Communication	8	1	1	2017
16	Nutritional Sciences	11.5	1	1	2018
17	Plant Pathology	14	1	1	2016
19	Soil Science ¹	14	1	2	2018
76	Urban and Regional Planning	7.75	1	1	2018
24	School of Business ²	83	8	7	2017
<i>School of Education</i>					
25	Art	30	3	3	2018
32	Counseling Psychology	7	1	1	2016
27	Curriculum and Instruction	32.75	3	3	2017
33	Dance	8	1	1	2017
28	Educational Leadership and Policy Analysis	15	1	1	2018
29	Educational Policy Studies	10.75	1	1	2016
30	Educational Psychology	20	2	2	2017
31	Kinesiology ²	16	2	1	2018
26	Rehabilitation Psychology and Special Education	12	1	1	2016
75	Theatre and Drama ³	10	1	1	2017

1- Special election in Spring 2016 to reduce number of senators

2- Special election in Spring 2016 to increase number of senators

3- Formerly in College of Letters and Science

College of Engineering

37	Biomedical Engineering	13	1	1	2018
34	Chemical and Biological Eng	19	2	2	2018
35	Civil & Env Engineering	27.25	3	3	2016
36	Electrical and Computer Eng	39	4	4	2017
41	Engineering Physics	22	2	2	2016
42	Engineering Professional Dev	5	1	1	2017
38	Industrial & Systems Engineering	20	2	2	2016
40	Materials Science and Engineering	14	1	1	2018
39	Mechanical Engineering	30.25	3	3	2017
43	School of Human Ecology	39	4	4	2018
44	Law School	30	3	3	2016

College of Letters and Science

78	African Cultural Studies ¹ ; Afro-American Studies	15	1	1	2017
45	Anthropology ²	16.9	2	1	2017
79	Art History	14	1	1	2018
46	Astronomy	11.75	1	1	2018
64	Atmospheric and Oceanic Sciences	12.1	1	1	2018
47	Botany	16.5	2	2	2016
48	Chemistry	38	4	4	2017
110	CANES	11	1	1	2016
49	Communication Arts	23.6	2	2	2018
50	Communicative Disorders	12	1	1	2016
51	Comparative Literature and Folklore Studies	9	1	1	2017
52	Computer Sciences	37	4	4	2018
53	Asian Languages and Cultures ²	16	2	1	2016
54	Economics	31	3	3	2017
55	English ³	40.9	4	5	2018
56	French and Italian	19.5	2	2	2016
116	Gender and Women's Studies	6	1	1	2016
57	Geography	17	2	2	2017
58	Geoscience	21	2	2	2018
59	German, Nordic and Slavic; Jewish Studies; Linguistics ⁴	40	4	1	2016
60	History	51	5	5	2017
80	Jewish Studies ⁵	2.5			
82	History of Science; Medical History and Bioethics (6 in L&S)	13.25	1		2018

1- Formerly African Languages and Literature

2- Formerly 2 depts/districts (East Asian Languages and Literature; Languages and Cultures of Asia); special election in Spring 2016

3- Special election in Spring 2016 to increase number of senators

4- Special election in Spring 2016 to reduce number of senators

5- With District 59; dist 80 will be retired

(Continued)

61	Journalism and Mass Communication	18	2	2	2018
109	LaFollette Sch of Public Affairs	8.5	1	1	2016
72	<i>Asian Languages and Cultures</i> ¹				
62	Library and Information Studies	7	1	1	2016
81	<i>Linguistics; Scandinavian Studies</i> ¹	5			
63	Mathematics	48	5	5	2017
65	Music	39	4	4	2016
66	Philosophy	18	2	2	2017
67	Physics	42	4	4	2018
68	Political Science²	30.5	3	4	2016
69	Psychology	35	3	3	2017
81	<i>Scandinavian Studies; Linguistics</i> ¹				2017
70	Social Work	16	2	2	2018
71	Sociology	29.5	3	3	2016
73	Spanish and Portuguese	26	3	3	2018
74	Statistics	18	2	2	2016
77	Zoology	22	2	2	2016
<i>School of Medicine and Public Health</i>					
84	Anesthesiology	8	1	1	2017
97	Biomolecular Chemistry	13	1	1	2018
20	Biostatistics and Medical Informatics	15	2	2	2018
83	Cell and Regenerative Biology	16	2	2	2016
87	Dermatology	5	1	1	2017
	<i>Emergency Medicine; Medicine (2 in EM)</i>				
103	Family Medicine and Community Health ³	10	1	1	2018
85	Human Oncology	10.5	1		2018
23	Medical Genetics; Genetics ² (9.29 in SMPH)	21.75	2	3	2016
82	<i>Medical Hist and Bioethics; Hist of Science (8.25 in SMPH)</i>	13.25	1	1	2018
86	Medical Microbiology & Immunology	10.9	1	1	2016
88	Medical Physics	19	2	2	2018
89	Medicine; Emergency Medicine ⁴	83	8	8	2016
101	Neurological Surgery; Radiology	24	2	2	2016
90	Neurology	8	1	1	2017
98	Neuroscience²	24.5	2	3	2016
92	Obstetrics and Gynecology	14	1	1	2016
93	Oncology	19.5	2	2	2017
94	Ophthalmology and Visual Sciences	17	2	2	2018
91	Orthopedics and Rehabilitation; Urology	18	2	2	2018

1- Retire district number; Linguistics with Dist 59

2- Special election in Spring 2016 to reduce number of senators

3- Formerly Family Medicine

4- Formerly Medicine

(continued)

95	Pathology & Laboratory Medicine	14	1	<i>1</i>	2016
96	Pediatrics ¹	24.5	2	<i>3</i>	2017
99	Population Health Sciences	22	2	<i>2</i>	2017
100	Psychiatry	17	2	<i>2</i>	2018
101	Radiology; Neurological Surgery	24			2016
102	Surgery ²	42	4	<i>3</i>	2017
91	<i>Urology; Orthopedics & Rehabilitation</i>				2018
105	School of Nursing	17	2	<i>2</i>	2017
106	School of Pharmacy	33	3	<i>3</i>	2018
<i>Others</i>					
108	Science ²	17	2	<i>1</i>	2017
107	Gaylord Nelson Institute for Environmental Studies	13.9	1	<i>1</i>	2016
<i>School of Veterinary Medicine</i>					
111	Comparative Biosciences	16	2	<i>2</i>	2017
112	Medical Sciences	15	1	<i>1</i>	2018
113	Pathobiological Sciences	17	2	<i>2</i>	2016
114	Surgical Sciences	5	1	<i>1</i>	2017
<i>Division of Continuing Studies</i>					
115	Liberal Arts and Applied Studies ³	8	1	<i>1</i>	2018
total senators:		2272.9	223	219	

1- Special election in Spring 2016 to reduce number of senators

2- Special election in Spring 2016 to increase number of senators

3- New district name

**Memorial Resolution of the Faculty of the University of Wisconsin-Madison
On the Death of Professor Emeritus James G. Nelson**

James G. Nelson (1929-2015) traveled the world with friends. Whether near—as in the States or Mexico or Canada—or afar—as in Australia or New Zealand or India, Jim’s friends were with him, not in person, but by way of picture postcards that he carefully filed under each of their names. These date from the 1960s to 2015, when he died on April 10th. Jim kept all his friends carefully in his mind and heart.

He himself loved to return over the years to his native Lexington, where he graduated from the University of Kentucky with a Bachelor of Arts degree in Education in December 1952. He was also fond of New York, having done his doctoral degree there at Columbia University in 1961 and having also taught there at Columbia College. And eventually the Grolier Club brought him back to the city for special occasions.

London was at the top of his list of favorite cities across the Atlantic. It was there that he did his ground-breaking research on writers of the 1890s, beginning with John Simon Guggenheim Fellowship in 1965, which was followed over the years by many another scholarly grant. Indeed, London was close to his heart and he flew there many a September after his retirement from the University of Wisconsin-Madison, having joined the faculty in 1961, become Full Professor in 1969, and Professor Emeritus in 1995. Both before and after retirement, Jim worked in the Reading Room of the British Museum and its successor, the British Library, on the three books that made him the authority on the 1890s and early modern literature. He was also no stranger during such visits to West End theatres, and in fact collapsed with food poisoning at the Royal National Theatre in September 2004 and was taken to Guy’s Hospital, which was just about around the corner from it. He told a friend that he was privileged to be treated there overnight because even though it is up-to-date as any hospital in the UK, it had been founded in 1721 and treated many a more notable patient than Jim. Whether he ever got back to see the play he missed, Alan Bennett’s *The History Boys*, on another night remains an unanswered question.

Before James G. Nelson became a scholar of world-wide fame, he served in the Air Force for six years, becoming an assistant to the Director of Education at the Air University Command headquarters in Maxwell, Alabama. He later achieved the rank of captain in the United States Air Force Reserves. It was subsequent to his active service that he entered Columbia University.

The year 2006 saw the publication of *Bound for the 1890s: Essays on Writing and Publishing in Honor of James G. Nelson*. Why should Nelson have had a book of essays dedicated to him? Because he opened the field of publishing in the 1890s to scholarship and established for each of the three publishers he treated the definitive bibliographies of their works. The first volume, *The Early Nineties: A View from the Bodley Head*, treated John Lane, who founded the Bodley Head publishing house with Elkin Mathews; the second volume, *Elkin Mathews: Publisher to Yeats, Joyce, Pound*, examines the career of Mathews once he left the Bodley Head and founded his own business; and the third volume, *Publisher to the Decadents: Leonard Smithers in the Careers of Beardsley, Wilde, Dowson*, in a reviewer’s words, “completes James Nelson’s study of the publishers who, in the process of introducing the Aesthetes and Decadents of the 1890s to the reading public, elevated the art of the book to new heights.” This trilogy is the reason that Nelson’s colleagues put together a volume of essays to honor Jim’s groundbreaking and

compellingly written work. His studies include information on conflicts and negotiations, on editing and publishing, on reception and marketing, and warehousing as well as on the price of paper, typesetting, and binding. And in doing this work, Nelson was taking on some formidable challenges. Leonard Smithers, for instance, was, in Oscar Wilde's words, "the most learned erotomaniac in Europe." The fact that Smithers published Wilde's *The Ballad of Reading Jail* when no one else would touch it proves the point. One gets a sense of each book being a collaboration of author, publisher, and market conditions. The collection of essays written in honor of James G. Nelson, a reviewer rightly says, "contains deserved tributes to his achievements and influences." With his death the world of scholarship has lost one of its most adventurous and scrupulous scholars. That each of these books has sold out is an indication that libraries as well as future researchers of these 1890s publishers and their authors cannot do without the foundation that Nelson so meticulously and solidly laid.

In a certain way Jim Nelson's publishing career was eclipsed by his teaching career which his students continuously said was "wonderful." "A WONDERFUL course—greatly inspired my love for poetry." "I thought Professor Nelson was a WONDERFUL teacher." Professor Nelson is "a WONDERFULLY helpful and sympathetic teacher." Professor Nelson in a WONDERFUL man who is always willing to offer suggestions and a pat on the back." Students remark that in the classroom Nelson did not sit or stand behind a desk or a podium. He was almost always in front of both. He wanted nothing between himself and his students. This certainly influenced the number of students who said they ENJOYED his courses. A litany of ENJOY quotations is not necessary. Perhaps it is enough to say that he directed fifty doctoral dissertations. That should suffice for ENJOY. The other side of this dedication to students was outlined when Jim was nominated for the Chancellor's Distinguished Teaching Award, which he was granted in 1964.

The nomination noted the administrative tasks that Jim took upon himself:

- 1) Director of the Undergraduate Majors Division for fourteen years
- 2) Undergraduate Majors Advisor for twenty-four years
- 3) Departmental Honors Coordinator for eighteen years
- 4) Served for ten years on Undergraduate Student-Faculty Committee
- 5) Chaired the Ad Hoc Committee to Reexamine the Requirements for the B.A.
- 6) Chaired the Undergraduate Scholarships Committee
- 7) Chaired the Committee for an Advanced Writing Curriculum

Nothing more needs to be said about this man whose death is so much lamented by those who worked at his side, those who studied in his classroom, and those who read his books. What the Department of English did in hiring James Graham Nelson in 1961 was propel in the most formidable way its mission of teaching, scholarship, and service and strikingly amplify the Wisconsin Idea of animating the global community.

**University Library Committee Resolution in support of an Open Access Policy
for the University of Wisconsin–Madison**

Adopted by the University Library Committee on 16 November 2015

Whereas the University of Wisconsin–Madison has, by a long-standing tradition embodied in the Wisconsin Idea, asserted that University research and scholarship should have broad impact on the people of the State of Wisconsin.

Whereas faculty authors' scholarly articles are a primary product of their research.

Whereas the broad and open dissemination of such scholarly articles will ensure their accessibility to the people of the State of Wisconsin and elsewhere.

Whereas such broad accessibility of faculty research has further advantage for the faculty and the scholarly enterprise, including greater recognition, more thorough review, and a general increase in scientific, scholarly, and critical knowledge.

Whereas the deposit of scholarly articles in an institutional repository will aid in the preservation of these works.

Whereas numerous universities, including the University of California, the University of Minnesota, and the University of Illinois at Urbana-Champaign, have adopted Open Access policies through which faculty assign a nonexclusive license to preserve and disseminate their scholarly articles.

Therefore be it resolved that the University Library Committee strongly supports the adoption of an Open Access policy for the University of Wisconsin–Madison, such as the draft policy attached as Appendix A.

Whereas much of the research at the University is conducted by staff and students.

Therefore be it further resolved that the inclusion of academic staff, university staff, and students in such a policy be carefully considered in consultation with the appropriate governance groups.

Appendix A: Draft Open Access Policy

In the spirit of the Wisconsin Idea (the principle that “the university should improve people’s lives beyond the classroom”), researchers should seek to ensure the broad accessibility of their scholarly articles, which are the primary products of their research efforts. Towards this aim, and also to simplify authors’ retention of distribution rights and aid preservation, the University of Wisconsin–Madison has adopted the following Open Access Policy.

Each faculty member grants to the University of Wisconsin–Madison a shared, limited right to make available his or her scholarly articles and corresponding supplementary materials, and to reproduce, display, and distribute those articles for the purpose of open access. More specifically, each faculty member grants the University of Wisconsin–Madison a nonexclusive, irrevocable, royalty-free, worldwide license to exercise such rights under copyright as are necessary to achieve the goals of open access, dissemination, and preservation, provided that the articles are not sold for profit, and to authorize others to do the same.

The author retains copyright ownership, unless that author chooses to transfer rights to other parties, such as a publisher. The University retains only the limited rights outlined above.

The policy applies to all scholarly articles authored or co-authored while the person is a faculty member at the University of Wisconsin–Madison, except for any articles completed before the adoption of this policy and any articles for which the author entered into an incompatible licensing or assignment agreement before the adoption of this policy.

The Vice Chancellor for Research and Graduate Education or his/her designate will waive application of the license for a particular article or delay access for a specified period of time, not to exceed 12 months, upon express direction by a faculty member. Grant of such a waiver is mandatory and not at the discretion of any person or group. Waiver requests must be made in writing, or via an online form that will be made available for this specific purpose.

The Office of the Vice Chancellor for Research and Graduate Education will be responsible for interpreting this policy, resolving any dispute concerning its interpretation and application, and recommending changes. The policy will be reviewed after three years and a report presented to the Faculty Senate.

The University Libraries will be responsible for implementing services to support article processing and to communicate with authors about deposition of particular works.

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Appendix B: Discussion

The Scholarly Publishing and Academic Resources Coalition (SPARC) has a valuable document on “choice points” in forming an institutional Open Access policy (http://bit.ly/OA_choice_points). Below, we discuss each of these choices and how they relate to the draft OA policy.

1. *Should your campus OA policy “request” or “require” deposit of faculty articles?*

As written, the policy does not require faculty authors to provide the university with pre-prints of their journal articles. Such a requirement may be met with resistance from faculty, but would lead to more complete capture of faculty members’ journal articles.

2. *To which types of content should your campus OA policy apply?*

We’re focusing solely on journal articles.

3. *Which types of content should your campus OA policy exclude?*

We’re not explicitly excluding any content.

4. *To whom should your campus open-access policy apply?*

As written, the policy covers only university faculty. Journal articles by students and academic staff would be covered only if a faculty member were a co-author. Explicit inclusion of students and academic staff is worthy of consideration.

5. *What version of documents should your campus OA policy require authors to make available for deposit?*

As written, the policy is not explicit on this point, but it might be modified to encourage or require that the final version of a peer-reviewed manuscript be deposited in the university repository.

6. *What should the timetable for deposit and accessibility be?*

As written, there is no explicit time table, though there is mention of allowance of delayed access upon request.

7. *Should the campus OA policy allow faculty to opt-out?*

The policy allows faculty authors to opt-out for specific articles.

8. *How should compliance with the campus OA policy be encouraged?*

We anticipate development of a system that identifies relevant articles, with library staff then emailing faculty authors to request manuscripts.

9. *How will your campus OA policy secure the permissions necessary to provide Open Access?*

The policy would precede any copyright transfer agreements. Development of an author addenda to such agreements could help to ensure that publishers are aware of the university’s OA policy.

10. *Will your campus OA policy remove permission barriers to reuse?*

Through the policy, the university would be assigned all necessary rights for copying and distribution of the relevant articles.

(continued)

11. *How will your institution establish and manage its institutional repository?*

Articles will be made available through Minds@UW.

12. *Will your IR allow other types of content?*

Content at Minds@UW may include “research papers and reports, pre-prints and post-prints, datasets and other primary research materials, learning objects, theses, student projects, conference papers and presentations, and other born-digital or digitized research and instructional materials.” (See What is MINDS@UW.)

13. *Who should be responsible for developing and adopting a campus OA policy?*

We believe that the official policy should ultimately come from the office of the Vice Chancellor for Research and Graduate Education, with the approval of the Faculty Senate.

14. *Will your campus OA policy require authors to publish in an OA journal?*

The policy will not require authors to publish in an Open Access journal.

15. *How can your campus OA policy support journal sustainability?*

The policy will allow waivers or delayed access, upon request.

Children in the Workplace Policy

UW-Madison Campuswide Administrative Policy
Policy # X.X
Children in the WorkplaceEffective Date: March 31, 2016
Last Updated: February 23, 2016
Last Reviewed: July xx, 201x
Next Review: July xx, 201x

Functional Owner	Director, Office of Human Resources
Executive Sponsor	Vice Chancellor for Finance & Administration Provost & Vice Chancellor for Academic Affairs
Policy Contact	Director, Office of Workforce Relations

Policy Summary

This policy provides guidance to UW-Madison divisions and university employees in determining under what conditions it is appropriate to bring a child or children into the workplace.

Who This Policy Applies To

This policy applies to an employee responsible for bringing a child or children into a campus workplace, regardless of the employee's relationship to the child or children.

This policy does not apply to children while they are in the care of a university child care program, participating in a university camp or youth enrichment program, or attending university classes in which they are enrolled. This policy does not apply to a child who has a parent with a workplace assignment in which one of the conditions of employment is residency in a campus facility (e.g., live-in residence hall director.)

Rationale

UW-Madison is a family-friendly workplace and supports work-life balance by providing appropriate flexibilities for employees, who may want or need to bring a child or children to the workplace for brief visits, specific campus events, situational convenience, or family emergencies.

Maintaining the safety and health of UW-Madison employees, students, guests and visitors relies upon the control of hazardous conditions and prevention of unsafe behaviors. When visitors are children, diligence to guard against unsafe conditions and unpredictable behaviors must be heightened.

Policy Detail

This policy addresses factors to consider when allowing an employee to bring a child or children into the workplace.

An employee may want to bring a child or children into the workplace under several circumstances, including:

1. *Brief visits* (e.g., an employee introduces a child to co-workers; an employee brings a child to work before or after an appointment).
2. *Specific campus events* that are employer-sanctioned and at which attendance by children is encouraged.
3. *In the event of an emergency.*

Abuse of policy. Children are not to be brought to work in lieu of extended and regular childcare.

High risk areas. Children are not allowed in high risk areas, as defined in this policy, unless an exception has been agreed to by management of the area and the institutional risk manager or safety officer.

Responsibilities. Employees and management must accept certain responsibilities (listed below) to protect the welfare of the child and the integrity of the workplace.

Children in the Workplace Policy

Employee responsibilities.

An employee who brings a child or children into the workplace is responsible for:

- understanding the circumstances under which children are allowed in his/her/their specific workplace
- supervising and caring for the child while in the workplace
- accepting responsibility for all aspects of the child's behavior, the child's safety, and for any injury to persons or damage to property that is caused by the child's presence
- refraining from bringing a child with a communicable illness, such as conjunctivitis or influenza, into the workplace

Management responsibilities.

Management is responsible for:

- determining that hazards are not likely to exist or can be controlled under the circumstances in which the child will be present
- considering the health of all employees when an employee wishes to bring a sick child into the workplace
- considering the extent to which the child's presence in the workplace poses a risk of breaching confidentiality of information in the workplace
- addressing behavior that prevents the employee from meeting workplace responsibilities or disrupts other employees in the workplace or the education of our students

Management has the authority to disallow the presence of children in the workplace. Examples include, but are not limited to, determining that a child's presence is unsafe, poses a health risk, or is disruptive.

Insurance coverage. Bringing a child or children into the workplace is generally not part of an employee's job duties and is generally not undertaken as an agent of UW-Madison, although rare exceptions may occur. Therefore, an employee who brings a child or children into the workplace may not (and should not expect to) be covered by the University's liability insurance for any negligent or intentional injury related to the child's or children's presence in the workplace.

A child or children as defined by this policy are not covered by the University's liability insurance or workers compensation programs. A child or children are expected to be covered by their parent's or guardian's health insurance in the event the child or children are hurt or injured while in the workplace.

Supporting Tools

University of Wisconsin-Madison Leave Benefits

- [Sick Leave](#)
- [Vacation](#)
- [Personal and Legal Holidays](#)

[Balancing Family & Work: UW-Madison Family Related Leave Policies for Faculty, Academic Staff & Limited Appointees](#)

[Workplace Flexibility](#): Workplace Flexibility Toolkit

[Office of Child Care & Family Resources](#)

- [Little Chicks](#) (back-up care)
- [Kids Kare](#) (program providing sliding scale fee support for employees, based on income)
- [Breastfeeding/Lactation](#) (list of lactation rooms on campus)

University of Wisconsin-Madison Grievance Procedures

- [University Staff Grievances Policy](#)
- [Academic Staff Policies & Procedures 7. Employment Problems: Informal Resolution & Grievance Procedures](#)
- [Faculty Policies & Procedures 8.15. Grievances of Faculty Members](#)

Children in the Workplace Policy

Definitions

“Child” or “children” means “a person or persons under the age of 18 years of age who is not enrolled in classes at the university.”

“Employee” means anyone employed by UW-Madison, regardless of employee category or appointment type.

“High risk area” includes any area with: hazardous levels of radiation; hazardous chemicals or substances; hazardous biological agents or vectors; hazardous equipment or processes, or; other area deemed high risk by the institutional risk manager or safety officer.

Examples include but are not limited to:

- high security areas
- areas that are excluded for general employee or student access
- animal care or animal research facilities
- certain laboratories
- food preparation areas
- construction areas
- fitness centers
- maintenance garages
- mechanical rooms
- steam plants
- trade or machine shops

“Management” includes supervisors, managers, department chairs, directors, deans, vice chancellors, provost, or chancellor.

Responsibilities

List of individuals/offices/committees with responsibility in maintaining and supporting the policy and a brief description of their roles.

This section will be developed during consultation with stakeholder groups and will include responsibilities of OHR; Deans and Directors; School, College and Divisional HR; Supervisors, Employees.

Link to Current Policy

URL of policy so that someone using print copy can refer to online copy.

Link to Related Policies

URL of policy so that someone using print copy can refer to online copy.

Link to Policy History

Link to policy creation and revision history.

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**University of Wisconsin-Madison
Committee on Women in the University**

Membership and Functions

In November 2013, by unanimous vote, the committee elected to propose a new membership structure and description of committee functions. The Faculty Senate approved the committee's proposed amendments to *Faculty Policies & Procedures* 6.56. on 5 May 2014. At this time, we need to consider a few updates, to bring FPP 6.56. into alignment with current language/practice.

Faculty Policies & Procedures

6.56. WOMEN IN THE UNIVERSITY, COMMITTEE ON.

- A. MEMBERSHIP: The Committee on Women in the University consists of the following members:
1. Six faculty members appointed by the faculty Committee on Committees for terms of three years
 2. Six academic staff member appointed for terms of three years
 3. Six ~~classified~~ **university** staff members appointed for terms of three years
 4. One graduate student and one undergraduate student, appointed by the recognized student governance organization
 5. One postdoctoral ~~fellow~~ **scholar (research associate, postdoctoral fellow, or postdoctoral trainee)**, appointed by the ~~Graduate School~~ **Office of Postdoctoral Studies (VCRGE)**
 6. The Vice Provost for Diversity & Climate and the director of the Office for Equity & Diversity, ex officio, non-voting
 7. The chair shall be ~~appointed~~ **elected** from among the faculty members appointed pursuant to section A.1. Academic staff appointed pursuant to A.2. may be ~~appointed~~ **elected** to serve as co-chair. ~~Classified~~ **University** staff appointed pursuant to A.3. may be ~~appointed~~ **elected** to serve as co-chair.
- B. FUNCTIONS:
1. Recommends to administrative offices and governance bodies changes in university priorities, policies, practices, and programs that would improve the status of women
 2. Collaborates and consults with administrative offices and governance bodies to more fully support gender equity, employee engagement, an inclusive and respectful culture, and diversity
 3. Evaluates and monitors the status of women employees at the university

University Research Council (URC) and related FPP changes

[New] 6.59. UNIVERSITY RESEARCH COUNCIL

- A. **MEMBERSHIP.** The University Research Council (URC) shall consist of the following members, serving three-year staggered terms. Each shared governance body will select representation from across campus with substantial experience in the conduct of research. URC members are expected to represent the interests of the university community at large.
1. Eight faculty, selected as follows:
 - a. One faculty member elected from each of the four divisions, from slates prepared by each divisional committee.
 - b. One faculty member appointed from each of the four divisions by the University Committee.
 2. Two academic staff members permanent PIs
 3. One university staff member involved in research
 4. One member of the University Committee (selected annually)
 5. The Vice Chancellor for Research and Graduate Education (ex officio, non-voting), who shall chair.
 6. The Associate Vice Chancellors for Research (ex officio, non-voting)
 7. The Dean of the Graduate School (ex officio, voting).
- B. **FUNCTIONS.**
1. Advises the vice chancellor for research and graduate education (VCRGE) on the overall UW-Madison research enterprise, including, but not limited by enumeration, to:
 - a. Strategic planning to maximize the research productivity of faculty and staff, and to support highly innovative, transformative research.
 - b. Allocation of flexible resources, including resources provided by WARF, such as support of research competitions, matching funds for grants, funding for recruitment and retentions, and honoring research contributions.
 - c. Major campus-wide research programs and issues.
 - d. Compliance processes and committees.
 - e. Approving policies governing five-year reviews for VCRGE centers to ensure that centers remain at the leading edge of new discoveries. Members of the URC will provide advice to the VCRGE regarding the outcome of Center reviews.
 - f. Review and approval of the establishment of new, and closing of existing, VCRGE centers.
 2. Brings to the attention of the VCRGE views and opinions of the faculty and staff. In turn, members are responsible for assisting the Office of the VCRGE in helping to communicate the research resources of the VCRGE office.
 3. Advises and counsels the VCRGE and the chancellor in the formulation of the annual request to the WARF board of trustees. The VCRGE and chancellor shall routinely seek the advice and counsel of the committee regarding the allocation and disposition of WARF funds. Ensures that the disposition of WARF funds by the university is transparent to the WARF board of directors. The committee, or its individual members, shall be available to the WARF board of trustees, upon request, as direct and independent advisors and as such shall share with the trustees their expertise and insight
 4. Creates subcommittees to study specific topics, as needed.

[A version of the following may be required when the Senate passes this, but would not be incorporated into FPP: “The first priority for the URC during the 2016-17 academic year will be to transition the URC from a purely advisory group into the official shared governance group of the OVCRGE. During this process, some of the functions listed may require modification, which should be discussed with the University Committee and will require Senate approval.”]

[Change] 3.05. THE GRADUATE SCHOOL

New section A (current A-G become B-H): The Graduate School is a component of the Office of the Vice Chancellor for Research and Graduate Education.

[Change] 3.07. GRADUATE FACULTY EXECUTIVE COMMITTEE

Section B.2. modified as follows:

The Graduate Faculty Executive Committee selects a subcommittee of five faculty from among its elected members to serve, together with the dean, as the academic planning council of the Graduate School. One of the elected members shall be chosen from each faculty division and the fifth elected member shall be chosen at-large. The dean may invite associate deans or others to attend meetings of the academic planning council as advisors. The academic planning council advises the dean on policy and budgetary planning and presents faculty views and opinions to the dean. It also has the responsibility of assisting the graduate faculty in understanding budget and policy decisions and constraints.

Subjects on which the dean shall share information and consult with the academic planning council include, but are not limited to:

- a. Program review and the future development or contraction of graduate programs.
- b. Allocation of ~~flexible resources to various uses, such as fellowships, support of individual investigators, matching funds for facilities grants, funding for new faculty, and awards.~~
- c. ~~Policies and budget decisions for service facilities operated by the Graduate School.~~
- d. ~~Policies and budget decisions relating to research centers administered by the Graduate School.~~
- e. Appointments of committees of the Graduate School. The council shall report regularly to the Graduate Faculty Executive Committee, and distribute a written report to the graduate faculty at least once each year.

[Delete] 6.55. WARF RESOURCE REQUEST AND ALLOCATIONS COMMITTEE

[Change] 9.05. ACTION BY PROVOST ON COMPLAINTS

Change section B. as follows: Complaints alleging scholarly misconduct shall be dealt with according to Faculty Document 867a and FPP 9.14. A formal allegation of misconduct in scholarly research will be referred to the chair of the department (or functional equivalent) or to the corresponding academic dean or, in the case of conflict of interest on the part of the chair or academic dean, to the ~~dean of the Graduate School~~ Vice Chancellor for Research and Graduate Education

Budget Advisory Committee
[Proposed FPP 6.25.] [FPP 6.52.D. will be rescinded.]
DRAFT – revised 2/29/2016

6.25. BUDGET ADVISORY COMMITTEE

1. **MEMBERSHIP.** The Budget Advisory Committee shall consist of the following members, to serve staggered terms of four years, except that student terms shall be two years and initial terms of all members shall range from one to four years to create a staggered rotation.
 - a. Three faculty members, selected by the Committee on Committees.
 - b. Three academic staff members, selected by the academic staff nominating body.
 - c. Three university staff members, selected by the university staff nominating body.
 - d. Three students, selected by the student nominating body, to include both graduate and undergraduate students.
 - e. Ex officio non-voting members: campus budget director; chancellor or designee; provost or designee; and vice chancellor for finance and administration or designee.

Each shared governance group shall determine its own criteria for committee membership. However, there may only be one representative per school, college, or division from each group. No department/unit shall have more than one member on the committee. The shared governance secretaries and student shared governance coordinator shall confer to address any departmental or other diversity concerns prior to finalization of the committee roster and at the time of selecting replacement members. The committee shall elect its own chair from among the faculty members. A co-chair from another governance group may be elected as well.

2. **FUNCTIONS.**
 - a. Advises and makes recommendations to the chancellor, the provost, and the vice chancellor for finance and administration on issues of budgetary impact including long-range financial strategies.
 - b. Meets at least monthly with vice chancellor for finance and administration.
 - c. Serves as a resource for schools/colleges, departments, and others on matters related to the budget.
 - d. Advises the shared governance executive committees on issues of budgetary impact and the public position to be taken on budgetary issues.
 - e. Reviews and makes recommendations on requests from units during the biennial budget-building process, recommends proposals for inclusion in the state biennial budget, and works with the administration to prepare operating and other budgets.
 - f. Reviews and makes recommendations on allocations to schools, colleges, and divisions during the annual budget allocation process.
 - g. Consults with and advises other committees, such as school/college academic planning councils and campus planning committees, relating to institutional-level budgetary matters. When new budget-related issues arise, the committee will be consulted to determine whether the topics should be addressed by separate ad hoc bodies, by a subcommittee of the Budget Advisory Committee, or by the Budget Advisory Committee as a whole. The committee may also recommend the creation of ad hoc committees on budget-related matters.
 - h. Reports to the Faculty Senate, Academic Staff Assembly, University Staff Congress, ASM Student Council, and their respective executive committees upon request.

Members on this committee are expected to become knowledgeable resources on the campus budget. Meetings are expected to be monthly or as needed. Some meetings, especially at the beginning of the academic year, may be significantly longer to allow time for understanding the structure of the budget and the process by which it is constructed and finalized.

Values Statement on Shared Governance

The University of Wisconsin-Madison is committed to shared governance as it has been historically practiced since the establishment of the University of Wisconsin System. Shared governance on the UW-Madison campus involves four groups: faculty, academic staff, university staff, and students, in partnership with the administration. Administration (chancellor) [WI State Statute 36.09 (3)], faculty [WI State Statute 36.09 (4)], and students [WI State Statute 36.09 (5)] were included in shared governance in state statutes at the time of merger in 1973. Academic staff [WI State Statute 36.09 (4m)] were added in 1985. University staff [BOR policy 20-20] were granted shared governance rights by Board of Regents policy in 2012.

The practice of shared governance at UW-Madison means an active partnership among shared governance groups, the chancellor, and other administrative leaders with regard to campus decision-making and policy-making. Shared governance partners must be involved in decisions concerning academics, research, student life, campus climate, diversity, search and screen committees for campus leadership, human resources, campus health and life, and other matters of campus-wide import. **Shared governance involvement creates a transparent, collaborative, and inclusive process, which leads to enduring policies, procedures, ownership, and implementation.**

All shared governance groups are able to organize themselves as they see fit, defining and maintaining their own respective policies as they relate to each group. The guiding documents for shared governance at UW-Madison include Academic Staff Policies and Procedures (ASPP), Faculty Policies and Procedures (FPP), University Staff policies and procedures, Associated Students of Madison Constitution and Bylaws, related legislation, and other shared governance policies.

We hereby call on the shared governance groups, together with the chancellor, to convene a joint committee to create specific policies that operationalize the goals and practices articulated above.