

ITEM 20

Michael G Dalecki

From: Michael Dalecki
Sent: Tuesday, April 07, 2015 4:25 PM
To: Sabina Burton
Subject: Course Scheduling, etc.

Sabina:

This is in response to your requests regarding next semester's course scheduling.

One of the things department chairs must concern themselves with is upcoming projects, faculty loads, and ensuring equity in assignment of duties. We can't always do what we'd like, and we often face constraints that limit our options.

This coming year we face many challenges, among them reaccreditation with the Higher Learning Commission, several searches, and curriculum revision. On top of that, of course, is the normal heavy load of faculty advising as well as other responsibilities, and we are short of faculty to do that.

Further, we have a new chair coming in, and she will face the normal learning curve of any administrator new to the university.

And as if that was not enough, both Dr. Caywood and Dr. Reed are leaving us, requiring some fancy footwork to cover their courses in a credible fashion.

As such, I have striven to lighten the loads of faculty this next fall as much as is feasible. Amy Nemmetz, for instance, will be responsible for the new Criminal Justice LLC, as well as doing first-year experience in two classes. Along with the creation of a new course from her Restorative Justice topics class, she is more than busy enough. I have no wish to saddle her with any additional new preps.

Requiring Amy to do the Women and the Law class is out of her expertise, and would require a brand-new preparation for her, whereas she has already taught the Senior Seminar. I know this requires a new prep for you in Patterns, but even that is not certain; I may have someone else who can do it, releasing you to do other things you already have done. That would be my desire.

I'd like to move you from the Women and the Law sections as I may have someone who can teach them; that would release you for other courses for which I have no instructors, such as Police Function.

My hopes were to provide you as well with a somewhat softer load, so you may help shoulder the burden of HLC, searches and so on. As you are one of our senior faculty we are going to need your help with that.

Of all the years into which we might place faculty into new preps, this is the worst one to do that. If I can get you out of the Patterns course, I will do that as well.

None of this means you won't ever do the Senior Seminar course. That is between you and new chair Staci Strobl. But for now, please accept that this is temporary expediency and unrelated to anything personal.

Your special topics course this fall should be the same as the Cybercrime class you did last time. At least for now, the name needs to be the same as before, so students who took it before don't repeat it. However, after registration is complete, we can look at changing the name to something more acceptable to you. But it can't be named something too far from what it was, out of concern of allowing students to "double dip."

Our agreement was that you would turn the Special Topics course into a permanent course; I still expect that you'll put it forward as a permanent course this fall.

In the future, I'm sure you will be available for consultation so that these concerns can be addressed up front, and so you have an understanding why they are done the way they are. I'm trying to balance a lot of interests here, including yours.

I hope to have these course assignments resolved by the end of April, and perhaps with luck you will have no new preps; we certainly need you to help guide the department through the challenges facing us next year.

Sincerely,

Mike

Dr. Michael Dalecki, Chair (interim)
Department of Criminal Justice
University of Wisconsin—Platteville
dalecki@uwplatt.edu
608-342-1807

ITEM 11

Michael G Dalecki

From: Michael Dalecki
Sent: Friday, April 17, 2015 9:59 AM
To: Amy J Nemmetz; Anthony Amato; Cheryl BanachowskiFuller; Deborah L Rice; Denis D Faber; Joe Lomax; Kenneth M Wiegman; Kevan B Norin; Lorne Gibson; Michael Schlicht; Patrick Solar; Rex R Byberg-Reed; Richard H Cowan; Richard J Lawrence; Robin L Cline; Sabina Burton; Scott E Marquardt; Steven Elmer; Thomas E Caywood; Timothy J Juedes; Todd A Kasper; Valerie R Stackman; William J Grosshans
Subject: Registration and other considerations

I would like to let you all know what's going on with registration and related issues. There are a number of interests and concerns I'm trying to balance here as we make decisions about course offerings, enrollment, and so on.

It has always been my goal that we get to a point where no upper-division course has enrollments higher than 25, and lower-division courses set at 40 (exception: interviewing). Small section sizes are a best practice; since our goal is to maximize the educational value our students receive, limiting enrollments in sections is to our students' benefit. I can't hold to the 25 in upper-division courses this semester, but that should be our long-term goal. Holding section sizes to reasonable limits also has the side effect of reducing, to at least some degree, faculty load which releases that time for other activities. Why do I consider that important? Read on.

In Fall 2015, the department will be dealing with reaccreditation through the Higher Learning Commission; curriculum redevelopment including learning objectives and assessment of those objectives; a number of searches, possibly as many as FOUR. We will have the normal load of advising and attendant challenges of a department with 800+ majors and only 14.7 FTE positions. We'll be doing all that while short FOUR full-time people.

And on top of that, you'll have a new department chair and she will have the usual learning curve associated with a new position. Staci is really sharp, and I will help with the transition during the summer, but ***I'm*** still learning things and I've been here for nearly 20 months. We will hopefully have two new staff members, but they also will have their own learning curves.

So my concerns revolve around not overloading people at a time when we'll probably need everyone on board and full steam ahead. That's why I'm trying to avoid giving anyone a new prep; I'm trying to double up sections to reduce the number of preps anyone might have. I'm trying desperately to avoid overloads. All of this is to attempt to soften the blow of all the things we—you—will be expected to work on next fall and during the entire school year. Our department is short FOUR full-time faculty/staff members. That load must be picked up by everyone else, thus my working to limit the demands on your time.

I'm going to try to see about opening up one or two more upper-division sections, but that's a function of room availability, other scheduling concerns, who can teach them—AND avoiding overloading people during a year when our staff will already be bearing heavy loads.

So please bear with me as we puzzle this out. There are a lot of considerations here.

Thank you.

Mike

Dr. Michael Dalecki, Chair (interim)