

Zimbra

burtons@uwplatt.edu

Re: CJ Search Violation

From : Sabina Burton <burtons@uwplatt.edu>

Thu, Oct 16, 2014 04:34 PM

Subject : Re: CJ Search Violation**To :** Patrick Solar <solarp@uwplatt.edu>**Cc :** John A Lohmann <lohmannj@uwplatt.edu>

Dear Pat,

I'm sorry if you are offended by anything I have to say but if you would follow policy I would not have to say these things. Please move forward in your journey at UW-Platteville with a renewed sense of commitment to doing things the right way.

I understand that you had difficulty in finding the policy for search and screens. I was able to locate it with a simple google search in about ten seconds. You could have asked me for the policy. You could have asked HR for the policy. You could have asked Mike for the policy or you could have just followed Mike's directions in the department meeting of 8-29-14.

My notes of the department meeting indicate that Mike talked about the position description but the draft was not read to, distributed to, discussed by or endorsed by the department. There was a draft of the position description at that time but Mike didn't want to have everybody look at it and agree on it at that time. He said there needs to be a conversation about the position description and that we'll then get the department to endorse it in another short meeting. You should perhaps start taking notes at meetings about assignments that you will be responsible for. Perhaps that will help you avoid future violations.

Asking the web folks is probably not the most reliable way of finding the policy. I once asked the guy in the back of the pet shop if the guinea pig I wanted to buy was male or female. He told me the guinea pig was male but somehow my other male guinea pig got him pregnant. My husband now teases me about reliability of my comments by asking "did the guy in back tell you that?" The point here is that you need to seek out information from reliable sources and not give up looking for your answer until you have found it. There are many avenues to find out information you will need to fulfill your duties at the school. I know you are still learning the ropes so ask someone for help. By the way, did you ask the web folks for the policy before you published the job announcement or after?

Pat, you failed to distribute the draft position description to the department and failed to call a short meeting to discuss and endorse it.

Plain and simple, you violated policy. Mike is responsible for your violation as he put a green faculty member in a position above his head and did not offer the proper supervision.

I am doing my best to treat you with the respect and collegiality due a junior faculty member by a senior tenured faculty member. I will be writing an annual evaluation of your performance giving you my input about your possibilities for tenure as I am required to do by policy. I will of course reference this violation but I'm sure that with your hard work and commitment to following policy in the future I will have fabulous things to say about you that may help offset this little bump in the road.

I will not withdraw my allegation of your, and Mike's, violation because this affects not just one but three searches and needs to be corrected. I'm sorry you made this mistake. I hope that any repercussions you face for this infraction take into account that you have not been well trained by your mentor and that it was your first search and screen attempt.

Sabina

----- Original Message -----

From: "Patrick Solar" <solarp@uwplatt.edu>
To: "Sabina Burton" <burtons@uwplatt.edu>
Sent: Thursday, October 16, 2014 10:03:48 AM
Subject: Re: CJ Search Violation

Sabina

The reason I could not find anything related to recruitment and selection is that, according to the web folks, that section of the handbook is not available. See the below response I received from them.

"Part 3 has been removed and is now Chapter 6 of the Employee Handbook. Chapter 6 is currently undergoing some edits, required by system legal and to clarify a few spots, and will be released after it is presented at faculty senate in a few weeks."

I fully agree that policies need to be followed but in this case, despite my attempt to find guidance on the University web site, this section was unavailable.

In the spirit of collegiality I am respectfully asking that you withdraw your allegation of a violation of policy regarding this issue.

Sincerely,
Patrick

----- Original Message -----

From: "Sabina Burton" <burtons@uwplatt.edu>
To: "Patrick Solar" <solarp@uwplatt.edu>
Sent: Thursday, October 16, 2014 9:11:24 AM
Subject: Fwd: CJ Search Violation

Pat,

I think it's only fair to give you a heads-up on this.

In my opinion this violation has to be addressed and Mike is ultimately responsible for it.

Sabina

----- Forwarded Message -----

From: "Sabina Burton" <burtons@uwplatt.edu>
To: "Michael Dalecki" <dalecki@uwplatt.edu>
Cc: "John A Lohmann" <lohmannj@uwplatt.edu>, "Mittie Den Herder" <denherderm@uwplatt.edu>
Sent: Thursday, October 16, 2014 8:56:13 AM
Subject: CJ Search Violation

Mike,

I am writing to make you aware of a violation of policy by Pat Solar, 2nd year probationary faculty and chair of three searches for 3 new faculty.

Part III, Article 3, section 2 of the faculty bylaws (Recruitment and initial appointment section of the Employee Handbook).

<http://www.uwplatt.edu/employee-handbook/article-iii-recruitment-and-initial-appointment>

says that the full department membership is to vote on the job description and vacancy announcement before the position is advertised.

This was not accomplished before the job announcement was advertised.

As chair of the department you are ultimately responsible for ensuring that policy is followed in searches for new faculty. As a new faculty member Dr. Solar did not even know where to find the policy. This violation could have been avoided by assigning the searches to someone with more experience in conducting searches or by providing more oversight into this new faculty member's work.

I recommend that you immediately pull the job announcement until the department has voted on the wording of the job description. Failing to

do so will demonstrate your endorsement of this violation of policy.

You keep me, a senior faculty member in CJ, from contributing in our department. You have drastically decreased my job responsibilities. This search violation is a foreseeable result of your actions to isolate me.

Sabina

--

Patrick J. Solar, MPA, Ph.D.
Chief of Police (ret.)
Assistant Professor Criminal Justice

University of Wisconsin-Platteville
Ullsvik 1170
608.342.6126
solarp@uwplatt.edu

Fwd: CJ Search Violation

From : Sabina Burton <burtons@uwplatt.edu>

Thu, Oct 16, 2014 09:11 AM

Subject : Fwd: CJ Search Violation

To : Patrick Solar <solarp@uwplatt.edu>

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From: "Sabina Burton" <burtons@uwplatt.edu>

To: "Michael Dalecki" <dalecki@uwplatt.edu>

Cc: "John A Lohmann" <lohmannj@uwplatt.edu>, "Mittie Den Herder" <denherderm@uwplatt.edu>

Sent: Thursday, October 16, 2014 8:56:13 AM

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Sabina

I didn't find you in your office so I email you

From : Sabina Burton <burtons@uwplatt.edu>

Mon, Oct 13, 2014 02:57 PM

Subject : I didn't find you in your office so I email you

To : Patrick Solar <solarp@uwplatt.edu>

Pat,

I want to thank you for communicating with me even though you felt offended by the tone of my previous email. A lot of my emails have gone completely ignored by others in the department and the administration. Good will and harmony can't be achieved without open flow of communication among colleagues. Sensitive or upsetting matters are the matters most in need of open discussion. I feel like there is a

gag order on the department concerning communication with me. I'm guessing that someone has told you that you should not answer my emails. I know I have been told in the past not to respond to messages from others in the department and I feel that is wrong. Communication however, should be worded in a way that avoids unnecessary agitation.

Again, I'm sorry that the tone of my previous email offended you. That was not my intention. Thank you for showing me the courtesy of letting me know that you were offended instead of ignoring me. And thank you for providing the information.

I'm sorry you were not able to find the reference to the procedure for developing the position description and vacancy announcements in the bylaws. If I had been consulted I could have directed you to the reference quickly. Please note Part III, Article 3, section 2 of the faculty bylaws (Recruitment and initial appointment section of the Employee Handbook).

<http://www.uwplatt.edu/employee-handbook/article-iii-recruitment-and-initial-appointment>

This procedure says that the full department membership is to vote on the job description and vacancy announcement before the position is advertised.

I know you are new to the school but the procedures need to be followed regardless. As we all tell our students "ignorance of the law is no excuse." Urgency likewise, as we all know, does not excuse violation of policy. Circulating the job description by email to the entire department for a vote can be done within a day or two so it shouldn't slow down the process at all. If you are unsure of procedures you can ask me or someone else who has done searches in the past. Your mentor should be able to help you with this. It has been my experience that bylaws and procedures have been routinely ignored, and intentionally violated, by some in our department and the administration. I hope you will move forward with a sincere desire to complete the search process, and other actions in the department, in accordance with our bylaws in order to be fair to everyone. I know this paragraph sounds like I am upset with you. I'm not. I am trying to share with you my experience at this school in a sincere desire to help you understand the proper procedures so you can move forward keeping the spirit and intent of the policies and bylaws. As a tenured faculty member it is my place to point out issues that should be corrected. I am trying to do that in as sensitive a manner as I know how.

I feel that Mike treats me unfairly and has reduced my job responsibilities drastically. Oversights like advertising the job before the department has voted on the description, even if it is unintentional, reinforce my feelings of isolation and rejection within the department. I hope you understand and can sympathize with my situation. I want to help. I want to be part of the process so I can help avoid mistakes and move the department forward in the right direction. I want everyone, including me, to be treated fairly and have

their opinions heard and appropriately considered. I hope you want to be part of the solution too. I feel that you have a good heart. Please prove me right.

Thank you,
Sabina

Re: CJ Searches

From : Sabina Burton <burtons@uwplatt.edu>

Mon, Oct 13, 2014 10:00 AM

Subject : Re: CJ Searches

To : Patrick Solar <solarp@uwplatt.edu>

Thanks for your reply, Pat. I do have some recommendations and am ready for input when it will be helpful to the group.

I found the interview questions yesterday but unfortunately forgot my USB stick at home. I will forward them to you tonight or tomorrow morning. You will have to adjust them a bit I'm sure but at least they give you something to start with. I also put together background check questions for you if helpful.

Take care.

----- Original Message -----

From: "Patrick Solar" <solarp@uwplatt.edu>

To: "Sabina Burton" <burtons@uwplatt.edu>

Sent: Monday, October 13, 2014 9:16:55 AM

Subject: Re: CJ Searches

No worries Sabina, emails sometimes distort our message.

There may be some confusion on Job Description vs. Job announcement. In my prior administrative life there was a distinct difference. This announcement does convey much of the same information but it is not actually not a job description, these are typically the purview of executives. We began with the prior announcement provided by Cheryl and tweaked it to cover 3 positions instead of one.

The search committee consists of Tom, Cheryl, Val, Audrea Cox (student) and myself. I'm very sorry that you feel left-out. The announcement was only circulated among the committee members as I was unaware of past practice, I couldn't find anything related to this in the by-laws. The only excuse I would offer is that we are really trying to get someone on board by January and merely negotiating the HR process caused delays in getting the announcement out-there. I would be very interested in your

input on the job announcement so that, at least, I know if you would have recommended any changes or if you feel something vital is missing that we can possibly address in screening.

Pat

----- Original Message -----

From: "Sabina Burton" <burtons@uwplatt.edu>
To: "Patrick Solar" <solarp@uwplatt.edu>
Sent: Sunday, October 12, 2014 8:08:07 PM
Subject: CJ Searches

Dear Pat,

First, let me say that it was not my intention to offend you. I'm sorry if my email seemed antagonistic. I want to have a good working relationship with you, as well as with all members of the department. I will try to make this email friendly while still asking the questions I am trying to get answers to.

You wrote to me earlier that the job description is already out there and that hurt my feelings because I had not been allowed to give my input in writing the job description. Again, if you felt offended by my response to this I apologize.

I am a little bit confused by your statement that we have job announcements posted but no job description. Please don't feel like I'm trying to tell you how to do your job, as chair of the search committee, but isn't a job description always part of a job announcement? The announcement on the HR website seems to have a job description.

The reason I'm asking is because I feel left out. No one asked me for my input in writing the job announcement. In previous searches the draft job descriptions/announcements were circulated for all department members' input. I'm not trying to imply that it was your fault or that you purposely excluded me I'm asking to find out why I was not included in the discussion, which produced the wording of the job announcement for three of my future colleagues. Was it just a simple oversight or was it intentional? Again, please don't feel offended by this question.

I'm not attacking you. I'm just asking so I know who, if anyone, was responsible for not including me in the development of the wording of the job announcement. Once I know whom, if anyone, was responsible I can go to that person and ask why I was not included. I just want to be part of the team and I'm feeling very isolated these days.

I would also like to know, if it is not too much to ask, who are the members of the search and screen committee.

Thank you so much for your time,

Sabina

--

Patrick J. Solar, MPA, Ph.D.
Chief of Police (ret.)
Assistant Professor Criminal Justice

University of Wisconsin-Platteville
Ullsvik 1170
608.342.6126
solarp@uwplatt.edu

CJ Searches

From : Sabina Burton <burtons@uwplatt.edu>

Sun, Oct 12, 2014 08:08 PM

Subject : CJ Searches

To : Patrick Solar <solarp@uwplatt.edu>

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I would also like to know, if it is not too much to ask, who are the members of the search and screen committee.

Thank you so much for your time,

Sabina

Re: searches

From : Sabina Burton <burtons@uwplatt.edu>

Sat, Oct 11, 2014 12:27 PM

Subject : Re: searches

To : Patrick Solar <solarp@uwplatt.edu>

Pat,

Who are the members of the search and screen?

Why were the job descriptions not circulated and feedback solicited as required?

When were people assigned to the search?

Why was I not approached at any time in this search for input?

Who's idea was it to exclude me from the search process?

Please answer the questions above.

I request copies of the ad descriptions. I will look for the list of questions for the interviews you requested.

Thanks,

Sabina

----- Original Message -----

From: "Patrick Solar" <solarp@uwplatt.edu>

To: "Sabina Burton" <burtons@uwplatt.edu>

Sent: Saturday, October 11, 2014 9:03:13 AM

Subject: Re: searches

Hi Sabina,

Thanks for your offer. The job description is already out there and we have applicants. We are at the stage of developing questions for the interview process and would appreciate the list of questions that have been used previously if you have them.

Thanks again.
Pat

----- Original Message -----
From: "Sabina Burton" <burtons@uwplatt.edu>
To: "Pat Solar" <solarp@uwplatt.edu>
Sent: Friday, October 10, 2014 5:33:28 PM
Subject: searches

Hello Pat,

I believe you needed some info for the search & screen committees you are chairing, correct? Please let me know what you need. I didn't have the material on my office computer as I received a new machine not too long ago. However, I have files saved on my home computer. Have people already been assigned to your search committee? Do you need any help with the job description?

Anyway, shoot me an email or call me at 608-331-0203.

Have a great weekend,

Sabina

--

Patrick J. Solar, MPA, Ph.D.
Chief of Police (ret.)
Assistant Professor Criminal Justice

University of Wisconsin-Platteville
Ullsvik 1170
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searches

From : Sabina Burton <burtons@uwplatt.edu>

Fri, Oct 10, 2014 05:33 PM

Subject : searches

To : Pat Solar <solarp@uwplatt.edu>

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Anyway, shoot me an email or call me at 608-331-0203.

Have a great weekend,

Sabina

Re: About the Department Curriculum Committee--and a couple other issues

From : Sabina Burton <burtons@uwplatt.edu>

Thu, Oct 09, 2014 01:27 PM

Subject : Re: About the Department Curriculum Committee--and a couple other issues

To : Thomas E Caywood <caywood@uwplatt.edu>, Dana L Cecil <cecild@uwplatt.edu>, Steven Elmer <elmerst@uwplatt.edu>, Cheryl Fuller <banachoc@uwplatt.edu>, Lorne Gibson <gibsonlo@uwplatt.edu>, Joe Lomax <lomaxj@uwplatt.edu>, Rex Reed <reedre@uwplatt.edu>, Deborah L Rice <ricede@uwplatt.edu>, Edward Ross <rosse@uwplatt.edu>, Pat Solar <solarp@uwplatt.edu>, Sheri Kratcha <kratcha@uwplatt.edu>, Amy Nemmetz <nemmetza@uwplatt.edu>, Valerie Stackman <stackmanv@uwplatt.edu>

Cc : Michael Dalecki <dalecki@uwplatt.edu>

Hi everyone,

Having more members on the curriculum committee actually makes scheduling easier as we could convene with a five-panel membership even on those occasions when one person of a six or more member committee is not available for some reason. The bylaws of the department allow for a larger committee because five members is the fewest members that can effectively provide the service. With a huge task ahead of us common sense dictates that we welcome more than five members.

I don't know why Mike is saying that no one expressed any objection to the five-member limit. I did. If an election is set up without the input of members of the department one cannot expect objection to it until after they have been informed of and had a chance to evaluate the process and conditions. Once I was informed of the flawed idea of limiting the committee membership to only five, and had a chance to look up the bylaws, I politely objected. Also, just because someone doesn't object right away doesn't mean that person's input should be ignored.

Our department is notorious for improper voting and appointment practices. We should put on our department agenda a discussion about how votes will be conducted in the future. We need to have a method that allows a clearly written statement for future votes. All discussion should be completed to the satisfaction of all members prior to any vote. Voices should not be drowned out by intimidation. Is it really in the CJ department faculty's best interest to allow the search for a new department chair to be chaired by a close friend of Dr. Dalecki from the chemistry department? How could we have voted to give up the right to chair our own search? We didn't. Our vote was not to give up the opportunity to chair our own search but it was to conduct the search sooner, rather than later. Dean Throop interpreted that to mean, somehow, that we didn't want to chair our own search. We lost control of the chair position of the search because we were collectively meek.

Our department Policies and Procedures say that faculty members should have a means of including topics of discussion in department meetings. I suggest we discuss the method we will use to conduct voting in the future. We need to discuss conflict of interest in votes and in DRB evaluations and other such important decisions that affect us greatly.

Probationary members especially are at great risk of being targeted one at a time if we do not incorporate and enforce safeguards into our practices as provided by law. We, the faculty are given the right by Wis. Stat. § 36.09 (4) to determine our own faculty organizational structure and to select representatives to participate in institutional governance.

Our school is scheduled for re-accreditation in 2016 so we can't afford to get this wrong now. We should definitely not exclude tenured, experienced faculty from the curriculum committee. We will need all the expertise and common sense we can muster in the committee. We must put aside politics for the sake of the school and our students.

Mike pointed out, "nothing is set in stone" so we should allow any department member who would like to serve on the curriculum committee to do so. I am interested and expressed my interest from the very beginning. As a member of the curriculum committee I will be happy to assist in reporting our progress to the rest of the department. I am also available and willing to serve as chair of the committee if the other members of the committee would wish me to serve in that capacity. I'm shooting for more than surviving the coming work. I am excited about the prospect of re-shaping our outdated and unacceptable curriculum. We have been without a curriculum committee for as long as I have been in the department. This lack of oversight of our curriculum has led to real problems that need to be addressed. We now have a chance to build our curriculum into something we can be proud of. We have an obligation to our students and to the school to hear all the pros and cons of the existing curriculum, not just the pros. That won't happen by sidelining voices of reason. I have been welcomed into the curriculum committee by Rex and Amy. I consider that to mean that I am now a member. I hope to see you and other members at our first meeting. Please keep me informed of our scheduled meetings.

Thank you and have a great rest of the day,

Sabina

----- Original Message -----

From: Michael Dalecki <dalecki@uwplatt.edu>

To: Michael Dalecki <dalecki@uwplatt.edu>, Sabina Burton <burtons@uwplatt.edu>, Thomas E Caywood <caywood@uwplatt.edu>, Dana L Cecil <cecild@uwplatt.edu>, Steven Elmer <elmerst@uwplatt.edu>, Cheryl Fuller <banachoc@uwplatt.edu>, Lorne Gibson <gibsonlo@uwplatt.edu>, Joe Lomax <lomaxj@uwplatt.edu>, Rex Reed <reedre@uwplatt.edu>, Deborah L Rice <ricede@uwplatt.edu>, Edward Ross <rosse@uwplatt.edu>, Pat Solar <solarp@uwplatt.edu>, Sheri Kratcha <kratcha@uwplatt.edu>, Amy Nemmetz <nemmetza@uwplatt.edu>, Valerie Stackman <stackmanv@uwplatt.edu>

Sent: Wed, 08 Oct 2014 09:28:52 -0500 (CDT)

Subject: About the Department Curriculum Committee--and a couple other issues

I want to clarify why the curriculum committee was set up as it is as well as provide my response to the entire department so that we are all operating with the same information. I set up a department election for a five-person committee; the bylaws of the department allow for a larger committee, but the larger the committee, the more difficult to find meeting times and coordinate its efforts.

Indeed, no one expressed any objection to me at the time we set up the election either as regards to the proposed size of the committee or the process for voting and ranking.

After the voting was complete, Sheri and Rex counted the rankings, double-checked the results, and those elected were the ones I passed on to the Department via email.

The basis purpose of the Curriculum Committee is "to review prospective classes and establish some minimum criteria for content of course. [sic] Applies for undergraduate and graduate courses." I expect it will do that. I asked Amy to convene the committee, and at that meeting the committee should elect a chair from its ranks.

With regard to broader issues of curriculum review and redevelopment, there's no reason why anyone's ideas and input should be excluded; who knows from where good ideas might spring?

I would like the Curriculum Committee to begin that process, but they are not the only ones who can or should be involved with that. I expect the Committee will welcome relevant input from the rest of the Department or from other experts where it is offered--and I would like them to report to us from time to time as to their work.

Please remember that this is an ongoing project and nothing is set in stone. At this stage we are looking at a solid beginning for such an important task, and I believe it will eventually become a department-wide discussion and decision.

Please also remember that we will be undergoing reaccreditation in 2016, and a large part of that is the creation of Student Learning Outcomes, both at the program level as well as the individual course level. We will be needing a process to ensure different sections of the same course meet--and assess--the same Student Learning Outcomes.

There will be more than enough work to go around. Let's hope we survive it!

Mike

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Dr. Michael Dalecki, Chair (interim)
1174 Ullsvik Hall
Department of Criminal Justice
University of Wisconsin--Platteville
(608) 342-1807 dalecki@uwplatt.edu
