

12/30/2024



## BOARD OF REGENTS OF THE UNIVERSITY OF WISCONSIN SYSTEM

Tuesday, January 7, 2025  
2:00 p.m.

By Videoconference

1. Calling of the Roll
2. Declaration of Conflicts
3. Approval of the records of the December 5-6, 2024 meeting of the UW System Board of Regents
4. Proposed Consent Agenda
  - A. UW System: Authority to Construct 2023-25 Classroom Renovation/Instructional Technology Improvement Program
  - B. UW System: Authority to Construct All Agency Maintenance and Repair Projects
  - C. UW System: Authority to Construct Minor Facilities Renewal Projects
5. UW-Madison: Authority to Enter into Leases with Option to Purchase of Spaces Located at Pennsylvania Avenue
6. Authority to Demolish Four Buildings at UW-Eau Claire and the Old Chemistry Building at UW-Milwaukee and Authority to Redevelop a New Campus Quad at UW-Milwaukee
7. Approval of Revisions to Regent Policy Document 20-27, "Selection Process for System President, Chancellors, Vice Chancellors and UW System Senior Leadership Positions"
8. Closed Session

Move into closed session to:

  - A. Consider a student request for review of a UW-Madison decision, as permitted by s. 19.85(1)(a), (f), and (g), Wis. Stats.; and
  - B. Consider performance evaluations of chancellors, as permitted by s. 19.85(1)(c), Wis. Stats.
9. Adjourn

*Zoom videoconference information and meeting materials can be found at <https://www.wisconsin.edu/regents/meetingmaterials> or may be obtained from Megan Wasley, Executive Director, Office of the Board of Regents, 1860 Van Hise Hall, 1220 Linden Drive, Madison, WI 53706, (608) 262-2324. The Board may reconvene in open session regarding matters taken up in the closed session, including voting where applicable.*

**AUTHORITY TO CONSTRUCT 2023-25 CLASSROOM  
RENOVATION/INSTRUCTIONAL TECHNOLOGY  
IMPROVEMENT PROGRAM, UW SYSTEM**

**REQUESTED ACTION**

Adoption of Resolution 4.A., authorizing construction of 2023-25 Classroom Renovation/ Instructional Technology Improvement Program projects.

**Resolution 4.A.** That, upon the recommendation of the President of the UW System, the UW System Board of Regents approves the allocation of 2023-25 Classroom Renovation/Instructional Technology Improvement Program funds; authorizes construction of the related project at an estimated total cost of \$6,261,000 Segregated Fund Revenue of the originally enumerated \$46,604,000 Segregated Fund Revenue; and allows the Division of Facilities Development to transfer balances, adjust an individual project budget, and add or substitute other high-priority Classroom Renovation/Instructional Technology projects within the authorized funding.

**SUMMARY**

<b>Inst</b>	<b>Project</b>	<b>SEG REV</b>	<b>Total</b>
STO	Communications Technology Classroom Renovations	\$6,261,000.00	\$6,261,000.00

**Presenter**

- Alex Roe, Senior Associate Vice President for Capital Planning and Budget

**BACKGROUND**

**UW- Stout - Communications Technology Classroom Renovations:**

This project converts four dysfunctional classroom and laboratory spaces and their nine associated support spaces into three new general access classrooms and one digital video

laboratory. The selected spaces and their associated building infrastructure systems will be evaluated to identify deficiencies, develop design solution alternatives, and recommend appropriate corrective measures.

Project work includes the demolition of partition walls, suspended acoustical ceiling systems, light fixtures and controls, door assemblies, tiered concrete floors, floor finishes, project booths, and ventilation, electrical, and telecommunication distribution throughout the project areas. Ventilation equipment, including air handling units, will also be removed. A new concrete floor slab will replace the tiered concrete floor. All new partition walls will feature sound-deadening materials. New air handling units and ventilation, electrical, and telecommunications distribution and panels will be installed to accommodate the new room layouts and capacities. Fire alarm and smoke detection devices will be replaced and augmented to meet current code requirements. New door assemblies with sidelights will be installed. All new room finishes will include suspended acoustical ceiling systems and carpet tile. New dimmable LED lighting and controls will be installed. Instructional technology will include an instructor station with integrated controls, multiple monitors, electronically controlled data projectors and projection screens, cameras, and an integrated audio/video system.

These tiered classrooms are problematic for current pedagogy at this polytechnic university, where student collaboration for in-class projects is common. Instructors resist using these rooms due to the tiered flooring, which hinders rearranging seating for collaborative work. These classrooms, not modernized since 1985, lack adequate ADA provisions.

The latest classroom demand analysis shows a need for classrooms accommodating 28-40 students. This project will create three new 55-seat classrooms, increasing utilization rates by supporting various pedagogical needs. Centrally located on campus, these rooms are accessible and near other academic buildings, providing convenient access for students and instructors. They are also close to the growing Engineering and Video Production programs.

The poor physical condition of these spaces contributes to their functional limitations. The mechanical systems and controls, last updated in 1985, are inefficient, unreliable, and outdated. The electrical systems are undersized, in poor condition, obsolete, and difficult to find replacement parts.

**Budget/Schedule:**

Construction	\$4,290,400
Design	\$456,000
DFD Mgt	\$197,400
Contingency	\$643,600
Equipment	\$673,600
<b>TOTAL</b>	<b>\$6,261,000</b>

SBC Approval	Jan 2025
A/E Selection	Sep 2023
Design Report	Dec 2024
Bid Opening	May 2026
Start Construction	Aug 2026
Substantial Completion	Oct 2026

**Previous Actions:**

December 6, 2024 Resolution 12269	Authority to Construct 2023-2025 Classroom Renovation/ Instructional Technology Improvement Program Projects.
September 26, 2024 Resolution 12250	Authority to Construct 2023-2025 Classroom Renovation/ Instructional Technology Improvement Program Projects.
July 8, 2024 Resolution 12216	Authority to Construct 2023-2025 Classroom Renovation/ Instructional Technology Improvement Program Projects
June 6, 2024 Resolution 12200	Authority to Construct 2023-2025 Classroom Renovation/ Instructional Technology Improvement Program Projects
December 8, 2023 Resolution 12112	Authority to Construct an Instructional Space and Technology Program Project
August 18, 2022 Resolution 11906	Recommended that the UW System Instructional Space Projects Program Funding request of \$48,855,000 General Fund Supported Borrowing be submitted to the Department of Administration and the State Building Commission as part of the UW System 2023-25 Capital Budget Request.

**Related Policies**

- Regent Policy Document 19-1, "University Facilities, Space, and Physical Development Capital Funding and Costs"
- Regent Policy Document 19-15, "Physical Development Principles"
- Regent Policy Document 19-16, "Building Program Planning and Approval"

**AUTHORITY TO CONSTRUCT ALL AGENCY MAINTENANCE AND REPAIR PROJECTS, UW SYSTEM**

**REQUESTED ACTION**

Adoption of Resolution 4.B., authorizing construction of various maintenance and repair projects.

**Resolution 4.B.** That, upon the recommendation of the President of the UW System, the UW System Board of Regents grants authority to construct various maintenance and repair projects at an estimated total cost of \$3,544,200 (\$814,200 Program Revenue Supported Borrowing and \$2,730,000 Cash).

**SUMMARY**

**FACILITY MAINTENANCE AND REPAIR**

UNIVERSITY	PROJECT NO.	PROJECT TITLE	PRSB	CASH	TOTAL
EAU	23F3Q	Towers Hall Freight Elevators Replacement	\$814,200		\$814,200
MSN	24B2G	Parking Ramps 17 & 75 Membrane Repairs		\$2,730,000	\$2,730,000

	PRSB	CASH	TOTAL
<b>JANUARY 2025 TOTALS</b>	<b>\$814,200</b>	<b>\$2,730,000</b>	<b>\$3,544,200</b>

**Presenter**

- Alex Roe, Senior Associate Vice President for Capital Planning and Budget

**BACKGROUND**

**UW-Eau Claire – Towers Hall Freight Elevators Replacement:**

This project upgrades freight elevators in both north and south towers to meet current code requirements. The elevator doors and hydraulic piping, pumping unit, motor, and associated controller will be replaced. The north tower unit has been inoperable since

August 2023 and while the south unit remains operational, it is identical to the north tower unit and should also be replaced. Prior to replacing the elevator, a modernization survey will be performed by an elevator design professional. An elevator design professional will also need to be engaged throughout the project to evaluate the specifications, determine compliance, and consult on installation issues.

The hydraulic piping located underneath the concrete slab is no longer acceptable. The pumping unit is obsolete, the motor must be replaced, and replacement parts are not available. The original controller is functional, but would not support a new pumping unit, so it also requires replacement. The freight elevator doors are worn after 60 years of continual use and require replacement.

### **UW-Madison – Parking Ramps 17 and 75 Membrane Repairs:**

Project work includes critical repairs on Parking Ramps 17 and 75 as identified in the October 2020 study (20C1M). The repairs include sealant replacement, vehicle traffic membrane removal and replacement, concrete repairs, bearing pad replacement, and structural steel reinforcement of precast tees.

The Existing Ramp Evaluation report completed in October 2020 provided a comprehensive condition assessment of the structural, mechanical, electrical, plumbing, and fire protection systems. This project intends to maintain the integrity of each parking structure and reduce the risk of further damage that could result in safety issues and increased repair costs. Investment in this project maintains and maximizes existing campus parking infrastructure.

### **Related Policies**

- Regent Policy Document 19-1, [“University Facilities, Space, and Physical Development Capital Funding and Costs”](#)
- Regent Policy Document 19-15, [“Physical Development Principles”](#)
- Regent Policy Document 19-16, [“Building Program Planning and Approval”](#)

**AUTHORITY TO CONSTRUCT MINOR FACILITIES  
RENEWAL PROJECTS, UW SYSTEM**

**REQUESTED ACTION**

Adoption of Resolution 4.C., authorizing construction of various maintenance and repair projects.

**Resolution 4.C.** That, upon the recommendation of the President of the UW System, the UW System Board of Regents grants authority to construct various minor facilities renewal projects at an estimated total cost of \$6,085,000 Segregated Revenue.

**SUMMARY**

**MINOR FACILITIES RENEWAL, GROUP 1**

UNIVERSITY	PROJECT NO.	PROJECT TITLE	SEG-REV	PRSB	TOTAL
STO	23F5B	Multi-Building Exterior Envelope Maintenance & Repair	\$6,085,000		<b>\$6,085,000</b>
<b>MINOR FACILITIES RENEWAL, GROUP 1 SUBTOTAL</b>			<b>\$6,085,000</b>	<b>\$0</b>	<b>\$6,085,000</b>

	SEG-REV	PRSB	TOTAL
<b>JANUARY 2025 TOTAL</b>	<b>\$6,085,000</b>	<b>\$0</b>	<b>\$6,085,000</b>

**Presenter**

- Alex Roe, Senior Associate Vice President for Capital Planning and Budget

**BACKGROUND**

**UW-Stout - Multi-Building Exterior Envelope Maintenance & Repair:**

Project work includes replacing exterior windows, glazed curtain walls, exterior doors, and hardware, attached exterior lighting, and masonry control joints; refinishing steel lintels, fascia, and soffits; and masonry tuckpointing. The DFD sustainable guidelines will be fully implemented to the extent possible within the established project budget. Protection of

entrances and pedestrian walkways and vehicular and pedestrian traffic routes throughout construction will be coordinated with the university. Project work will be phased as necessary to limit campus disruption.

The Administration Building was constructed in 1975 and houses campus administration. There has been no extensive exterior envelope maintenance since the original construction. Control joints have shrunk, and cracks have appeared, allowing air and water penetration. The masonry mortar has deteriorated and requires tuckpointing. The exterior doors, hardware, and finishes of the entrance vestibules are worn, allow air infiltration, and have increased frequency of maintenance service calls. Rust will be removed from steel lintels and painted. Exterior light fixtures will be replaced with LED lighting.

The Communications Technology building was constructed in 1959 as a student union. The building was converted to an academic facility in 1985 and now houses classrooms, laboratories, and faculty offices. Some of the exterior windows were blocked out in the renovation to address classroom needs. All exterior windows require replacement. Some of the double pane window seals have broken and fogging has occurred between the panes. Rainwater and air penetrate the building around the frames. The soffits at the roof and the fascia around windows have significant surface and finish deterioration. The nature of the materials (cementitious plaster and metal) prescribes replacement instead of repair. The exterior doors, hardware and finishes of the exterior entrance vestibules are worn, allowing air infiltration, and becoming misaligned resulting in difficulty to keep in adjustment and the building secure.

Fryklund Hall was constructed in 1961 and renovated in 1991, including the installation of new exterior windows. It houses classrooms, labs, and faculty offices. No exterior envelope maintenance has been completed since 1991 except for a panel section of exterior face brick rebuilt (14C2N). The exterior envelope requires general maintenance to resolve deterioration and weathering. Control joints have shrunk, and cracks have appeared, allowing air and water penetration. The perimeter of the window frames has lost their seal, and allowed significant water penetration and causing deterioration of the interior wall finishes. The exterior doors, hardware, and finishes of the entrance vestibules are worn, allowing air infiltration, and have become more difficult to keep in adjustment and the building secure.

### **Related Policies**

- Regent Policy Document 19-1, ["University Facilities, Space, and Physical Development Capital Funding and Costs"](#)
- Regent Policy Document 19-15, ["Physical Development Principles"](#)
- Regent Policy Document 19-16, ["Building Program Planning and Approval"](#)



**AUTHORITY TO ENTER INTO LEASES WITH OPTION TO PURCHASE OF SPACES LOCATED AT PENNSYLVANIA AVENUE, UW-MADISON**

**REQUESTED ACTION**

Adoption of Resolution 5., granting authority to enter into two leases of space and eventual purchase of the land and improvements to relocate Fleet Services and Waste & Recycling Operations for UW-Madison.

- Resolution 5.** That, upon the recommendation of the Chancellor of UW-Madison and the President of the UW System, the UW System Board of Regents grants authority to:
- a) Enter into a lease for approximately 36,850 square feet located at 2180 Pennsylvania Avenue, Madison, to be occupied by Fleet Services and Waste & Recycling;
  - b) Enter into a lease for approximately 3.37-acres of unimproved land located at 2230 Pennsylvania Avenue, Madison to be occupied by campus Fleet Services, Waste & Recycling, and Park & Ride;
  - c) Purchase 36,850 square feet of land improved with a fleet service garage located at 2180 Pennsylvania Avenue, Madison for a purchase price of \$4,250,000 Program Revenue Cash no later than three years in the future;
  - d) Purchase 3.37-acres of unimproved land located at 2230 Pennsylvania Avenue for a purchase price of \$3,500,000 Program Revenue Cash no later than three years in the future.

**SUMMARY**

UW-Madison is requesting authority to enter into two leases each with an option to purchase for land and buildings located at 2180 and 2230 Pennsylvania Avenue, Madison, WI.

The first lease is for the former Hooper Fleet Operations Center at 2180 Pennsylvania Avenue. This 36,850-square-foot facility includes approximately two acres for UW-Madison Fleet Services and Garage needs. The lease would run for 10 years or until an option to purchase is executed. The gross lease includes a tenant improvement allowance of \$110,550. The purchase option is \$4,250,000 if exercised before year three and which is below the appraised fair market value.

The second lease is for a 2.7-acre property (which includes a .67-acre easement out lot totaling 3.37 acres) that would be developed/improved with a parking lot. The lease is a 15-year modified gross lease with the lessee paying metered utility costs. A purchase option is also available for \$3,500,000 if exercised before year three and which is also below appraised fair market value.

The parking lot will be designated as a Park & Ride lot operated by Transportation Services and improved with electric vehicle (EV) charging infrastructure to meet campus sustainability initiatives. This new location offers proximity to a BCycle Station as well as a bus stop on a future Bus Rapid Transit (BRT) line. This location provides necessary expansion space for the waste & recycling program and provides for storage of larger equipment.

**Presenter**

- Alex Roe, Senior Associate Vice President for Capital Planning and Budget

**BACKGROUND**

The Fleet Services and Fleet Garage are currently located on campus at 27 N. Charter Street. This prime campus location is identified in the 2015 Campus Master Plan as a redevelopment opportunity. A Request for Information was conducted in 2024 and the university received one submission that met all requirements for a Fleet Service Garage. The RFI response identified an additional nearby property available for redevelopment. Between the two parcels, the university can address both program needs.

Due to a non-conforming use at the existing location, the Waste and Recycling program was in the process of drafting an RFI for a new location. The proposed facility in this request will be shared by Fleet Services and offices, the Fleet Service Garage, as well as Waste & Recycling. Sharing this facility allowed the programs to reduce amenity space needs and co-locate in a smaller footprint while also providing campus space for reuse and meeting necessary sustainability goals.

**Lease Terms**

University Function	Facilities Planning & Management: Fleet Services / Waste & Recycling
Lease Location	<b>2180 Pennsylvania Ave, Madison, WI</b>
Type of Negotiation or Selection Process	Request for Information
Lessor	CBRE for Hooper Corporation
Anticipated Occupancy Date	April 1, 2025
Lease Term	10 years
Escalation Rate	3% annually
Operating Expenses	Landlord responsible for all expenses

Renewal Option(s)	Two 5-year renewal options	
Purchase Option	\$4,250,000 before year 3	
Space Type	fleet services support and garage	
Square Feet	36,850	
Total Gross Cost Per Square Foot, Year 1	\$13.20/SF	
Initial Lease Term Total Projected Cost	Base rent	\$486,420
	Tenant Improvements (TI)	900,000
	TI Allowance	-110,550
	Total	\$1,275,870
Funding Source	PR Cash Funding	

### Lease Terms

University Function	Facilities Planning & Management: Fleet Services / Waste & Recycling and Park & Ride	
Lease Location	<b>2230 Pennsylvania Ave, Madison, WI</b>	
Type of Negotiation or Selection Process	Request for Information	
Lessor	New Madison Development, Inc.	
Anticipated Occupancy Date	April 1, 2025	
Lease Term	15 years	
Escalation Rate	3% annually on base rental rate	
Operating Expenses	Tenant pays for metered utilities.	
Renewal Option(s)	Two 5-year renewal options	
Purchase Option	\$3,500,000 before year 3	
Space Type	Parking Lot / Storage	
Square Feet	116,160SF / 3.37-acres	
Base Rent Cost Per SF, Year 1	\$2.00	
Initial Lease Term Total Projected Cost	Base rent	\$228,000
	Estimated OPEX	120,000
	Tenant Improvements	300,000
	Total	\$648,000
Funding Source	PR Cash Funding	

### Related Policies

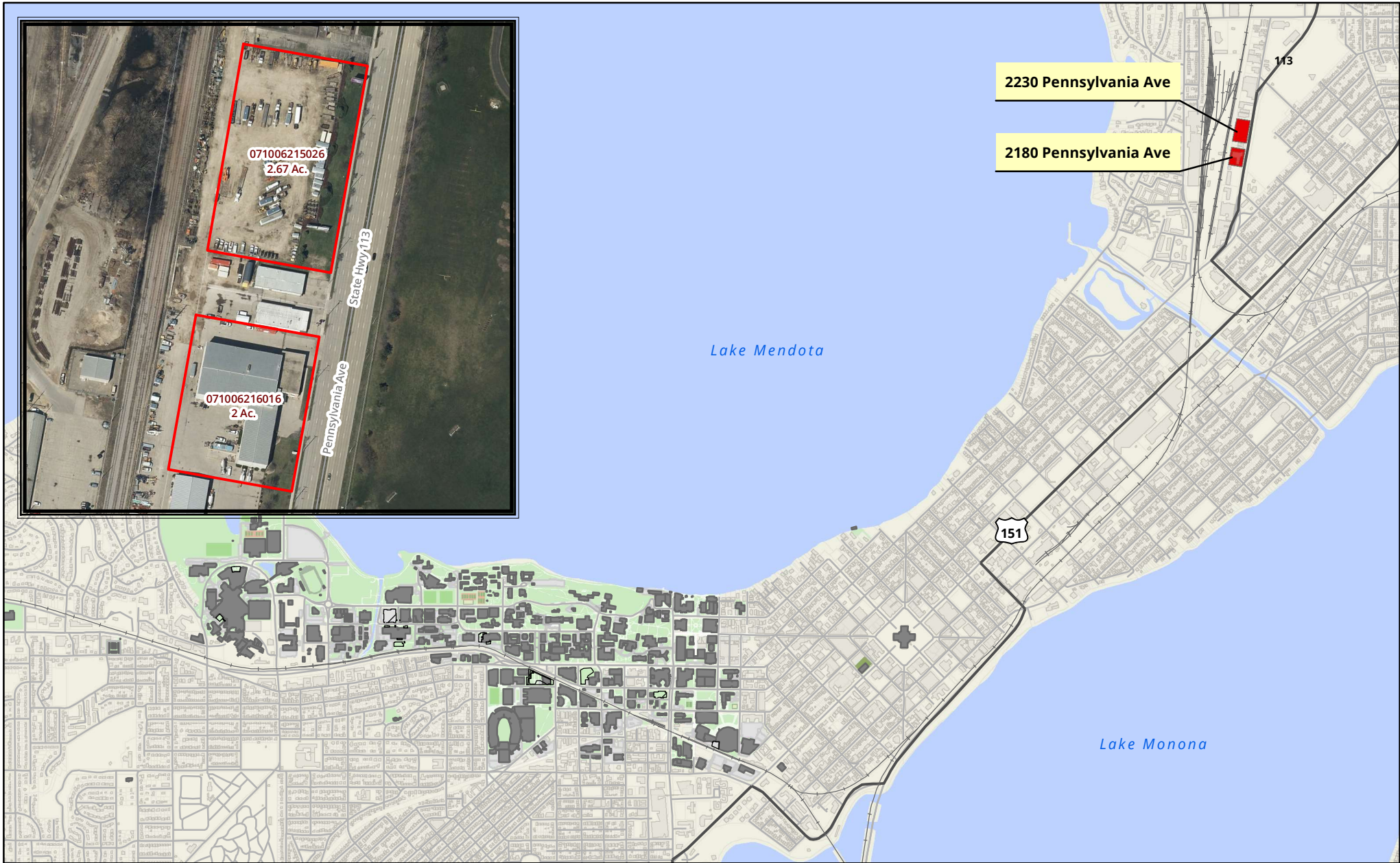
- Regent Policy Document 13-2: [“Real Property Contracts: Approval, Signature Authority, and Reporting”](#)

### ATTACHMENTS

- (A) UW-Madison: Site Aerial Photos
- (B) UW-Madison: Pennsylvania Ave Acquisitions Map

# Site Aerials



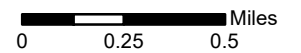


Sources: UW System Administration,  
State of Wisconsin, Wisconsin State  
Cartographers Office,  
US Census Bureau

This map is for reference purposes only.

### UW-Madison: Pennsylvania Ave Acquisitions

■ Proposed Acquisitions ■ UW Property



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**AUTHORITY TO DEMOLISH FOUR BUILDINGS AT UW-EAU CLAIRE  
AND THE OLD CHEMISTRY BUILDING AT UW-MILWAUKEE AND  
AUTHORITY TO REDEVELOP A NEW CAMPUS QUAD AT  
UW-MILWAUKEE**

**REQUESTED ACTION**

Adoption of Resolution 6., authorizing the demolition of four buildings at UW-Eau Claire and Old Chemistry at UW-Milwaukee and authorizing the redevelopment of a new Campus Quad at UW-Milwaukee.

**Resolution 6.** That, upon the recommendation of the President of the UW System, the UW System Board of Regents authorizes the demolition of Zorn Arena, Brewer Hall, Campus School and Kjer Theater at UW-Eau Claire and restoration of the site as campus green space and authorizes the demolition of the unoccupied 1974 Chemistry Building at UW-Milwaukee and the redevelopment of a new Campus Quad at UW-Milwaukee.

**SUMMARY**

At UW-Eau Claire the proposed project demolishes four buildings on campus: Zorn Arena, Brewer Hall, Campus School and Kjer Theater, constructed in 1951. These buildings, which have a combined footprint of approximately 84,421 square feet, will be removed as part of a hazardous materials abatement and building demolition bid package. Following the demolition, a signal duct bank will be constructed to replace the route through Zorn Arena. The project area will then be redeveloped into green space, pedestrian walkways, brick paver pathway replacement, site lighting, and the reconstruction of the adjacent asphalt parking lot. The project is slated for completion by August 2026, with an allocated budget of \$4,354,800.

The old Chemistry building at UW-Milwaukee was evaluated by DFD to determine its feasibility for renovation. However, the building's structural system fails to meet current floor load code requirements for a science facility. Consequently, a new chemistry building was constructed, and the old one was considered for renovation and reassignment. Unfortunately, the analysis revealed that the renovation costs would be excessively high, with all major building systems—life safety, mechanical, electrical, and plumbing—being

beyond their useful life. The investment required to bring the building up to code and update its systems exceeds 74% of the building's value, making it a prime candidate for demolition. This decision aims to reduce UW-Milwaukee's building area, thereby lowering the campus's facility operation and maintenance costs.

**Presenter**

- Alex Roe, Senior Associate Vice President for Capital Planning and Budget

**BACKGROUND**

Removing the outdated and potentially hazardous buildings at UW-Eau Claire will significantly enhance safety and environmental conditions on campus. Redeveloping the area into green space and pedestrian walkways will improve the aesthetic appeal and functionality of the campus, providing a more pleasant and useful environment for students, staff, and visitors. Additionally, constructing the signal duct bank and replacing the brick paver pathway will enhance infrastructure and accessibility, ensuring the campus remains modern and efficient. Overall, this project will make a considerable contribution to the long-term development and sustainability of the University of Wisconsin - Eau Claire.

**Budget/Schedule:**

Construction	\$	3,398,200	SBC Approval	Jan 2025
Design	\$	156,400	A/E Selection	Jun 2024
DFD Mgmt	\$	290,500	Design Report	Dec 2024
Contingency	\$	509,700	Bid Opening	Mar 2025
<b>TOTAL</b>	<b>\$</b>	<b>4,354,800</b>	Start Construction	May 2025
			Substantial Completion	Aug 2026

The Chemistry Department at UW-Milwaukee moved to the new building in the summer of 2024, and the old building's heating, security, and maintenance costs are now an unnecessary burden on the university and taxpayers. Therefore, the plan is to abate hazardous materials, then demolish the unoccupied 1974 Chemistry building (148,596 GSF, 83,902 ASF), and create a new campus quad greenspace. The quad will feature extended fire lanes, stormwater management, pedestrian pathways, open turf space, trees and plantings, and areas for student teaching and gatherings.

**Budget/Schedule:**

Construction	\$	9,197,900	SBC Approval	Jan 2025
Design	\$	1,090,000	A/E Selection	Dec 2018
DFD Mgmt	\$	437,000	Design Report	Dec 2024
Contingency	\$	1,726,600	Bid Opening	Mar 2025
Equipment	\$	260,000	Start Construction	May 2025
Other Fees	\$	44,000	Substantial Completion	Oct 2026
<b>TOTAL</b>	<b>\$</b>	<b>12,755,500</b>	Final Completion	Dec 2026

**Previous Action:**

August 8, 2022  
Resolution 11906

Recommended that the UW-Eau Claire Four Building Demolition project for an estimated total cost of \$3,325,000 BTF be submitted to the Department of Administration as part of the UW System 2023-25 Capital Budget Request.

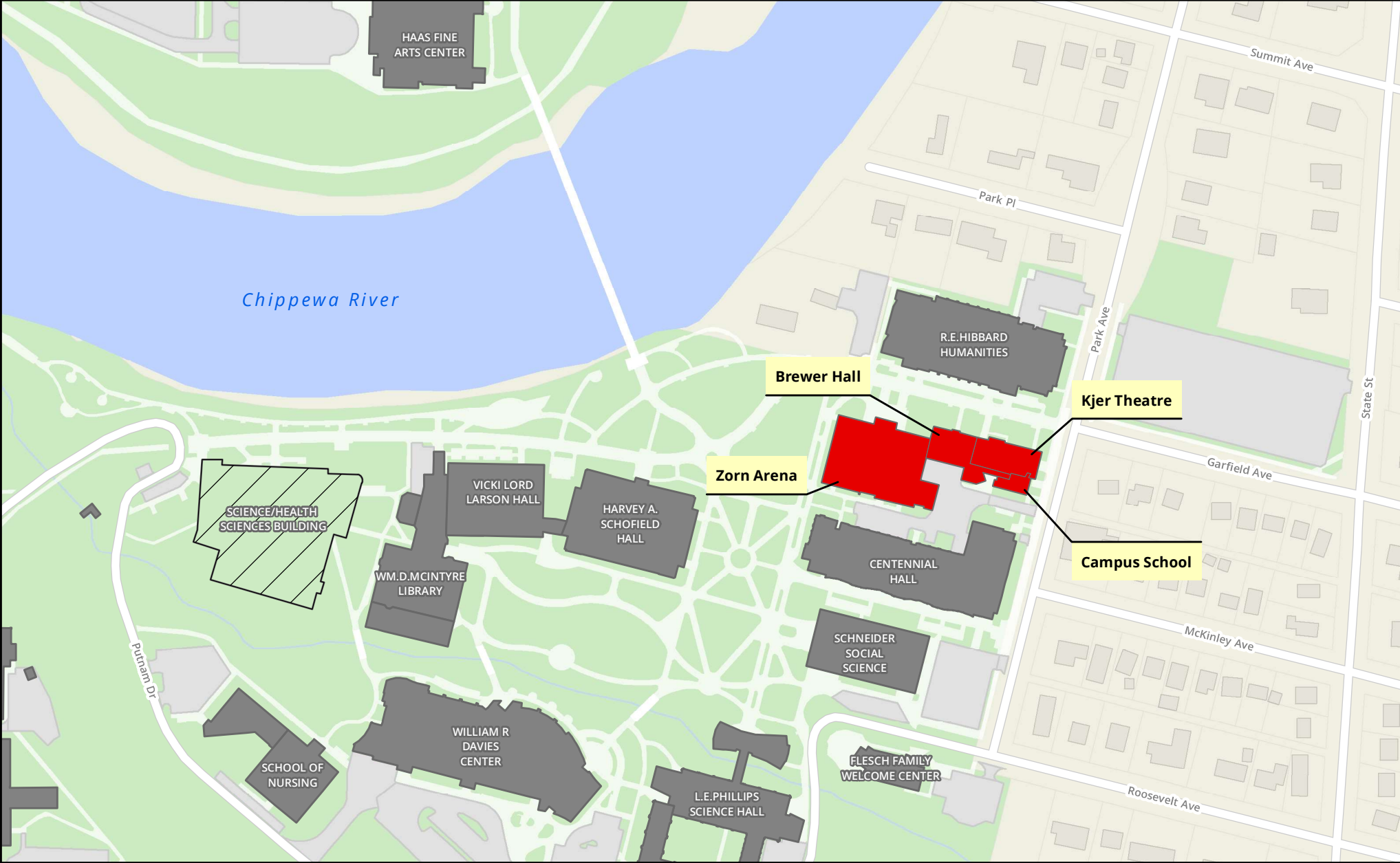
**Related Policies:**

- Regent Policy Document 19-1, "[Funding of University Facilities Capital Costs](#)"
- Regent Policy Document 19-5, "[Delegation of Authority to Remove Unneeded Structures](#)"
- Regent Policy Document 19-15, "[Physical Development Principles](#)"
- Regent Policy Document 19-16, "[Building Program Planning and Approval](#)"

**ATTACHMENTS:**

- (A) UW-Eau Claire: Proposed Removals Map  
(B) UW-Milwaukee: Proposed Removal Map



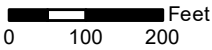


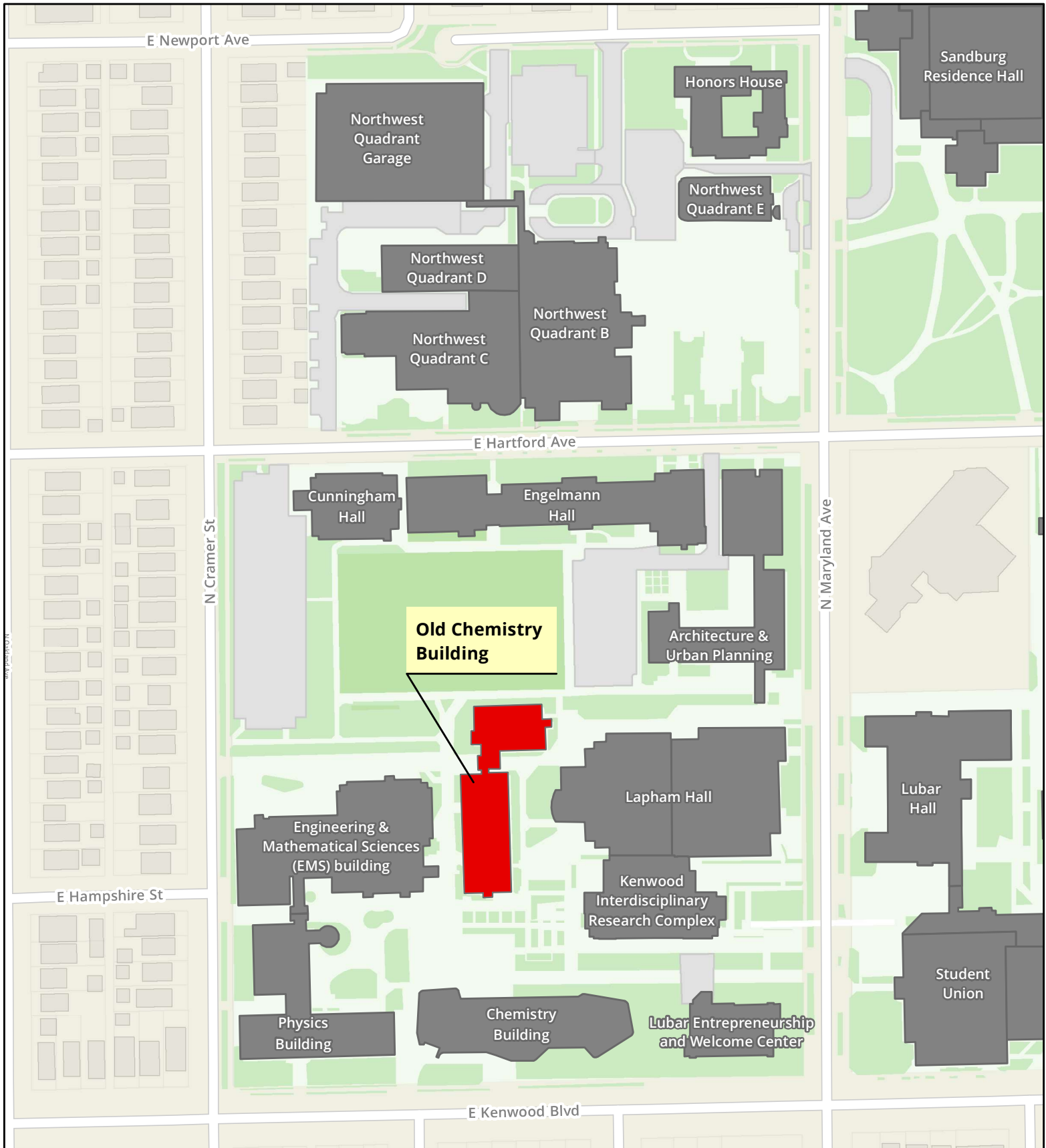
Sources: UW System Administration, State of Wisconsin, US Census Bureau

This map is for reference purposes only.

### UW-Eau Claire: Proposed Removals

Proposed Demolitions	Campus Building	Under Construction
UW Property	Campus Parking Area	



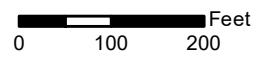


Sources: UW System Administration, State of Wisconsin, US Census Bureau

This map is for reference purposes only.

### UW-Milwaukee: Proposed Removal

<span style="color: red;">■</span> Proposed Demolition	<span style="background-color: grey;">■</span> Campus Building
<span style="background-color: lightgreen;">■</span> UW Property	<span style="background-color: lightgrey;">■</span> Campus Parking Area



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**APPROVAL OF AMENDMENTS TO REGENT POLICY DOCUMENT  
20-27, "SELECTION PROCESS FOR SYSTEM PRESIDENT,  
CHANCELLORS, VICE CHANCELLORS AND UW SYSTEM SENIOR  
LEADERSHIP POSITIONS"**

**REQUESTED ACTION**

**Resolution 7.** That, upon recommendation of the President of the University of Wisconsin System, the Board of Regents approves the attached revisions to Regent Policy Document 20-27.

**SUMMARY**

The proposed revisions to Regent Policy Document (RPD) 20-27 are designed to provide the System President with the authority, in consultation with the Board of Regents President, to determine the appropriate search process for filling vacancies for senior leadership positions at Universities of Wisconsin Administration.

**Presenter**

- Dan Chanen, Associate Vice President and Chief Human Resource Officer, Universities of Wisconsin

**BACKGROUND**

RPD 20-27 requires a proscribed process for filling a vacancy for senior leadership roles (senior vice president, vice president, general counsel and chief auditor) at the Universities of Wisconsin Administration. These positions are limited appointments, within the meaning of Wis. Stat. §36.17, and serve at the pleasure of the System President. Each of these positions are core members of the leadership team for any president's administration. The ability to have flexibility to determine the appropriate process for filling any vacancy is essential to the efficient and effective administration of the Universities of Wisconsin.

The proposed policy permits the System President, after consultation with the Regent President, to determine the appropriate process when filling these vacancies. This policy revision will reduce unnecessary administrative processes, providing flexibility for the System President to appoint key executive positions. This revision provides to the System

President a similar level of flexibility and authority as is currently provided to chancellors for filling vice chancellor and provost positions under the current policy.

## **ATTACHMENTS**

- A) Revised Regent Policy Document 20-27

DRAFT

Regent Policy Document 20-27 (formerly 6-4)

Selection Process for System President, Chancellors, Vice Chancellors and UW System Senior Leadership Positions

Scope

This policy sets forth the protocol the Board of Regents has determined shall be followed for the selection of University of Wisconsin System senior leadership positions: System President, ~~Chancellors of UW institutions, Vice Chancellors of UW institutions, UW System Senior Vice Presidents, Vice Presidents, the General Counsel, and the Chief Audit Executive, as well as interim appointees to these positions~~ ~~and the UW System President position.~~

Purpose

The purpose of this policy is to implement s. 36.09(1)(e), Wis. Stats., authorizing the Board of Regents to appoint a ~~p~~President of the UW System, a ~~c~~Chancellor for each UW institution, and other UW System leadership positions. This policy defines the roles and responsibilities of the Board of Regents and the System President, and the committees they appoint, when filling leadership positions ~~in UW System Administration and at UW institutions.~~

Policy Statement

The University of Wisconsin System Board of Regents considers the selection of the System President and UW ~~institutional~~ Chancellors to be among its most important duties and maintains a strong commitment to the principles of inclusivity and consultation with institutional and community representatives. To ensure effective leadership of the University of Wisconsin System, the following protocols are to be used:

UW System President:

When a vacancy occurs or is imminent, the Regent President shall consult with the Regent Vice President and other members of the Executive Committee of the Board of Regents to determine the process the Board will use in selecting a new System President.

Chancellors:

1. SPECIAL REGENT COMMITTEE COMPOSITION:

When a vacancy occurs or is imminent, the Regent President shall designate a Special Regent Committee consisting of at least three Regents to be involved in the

selection process for a replacement. The Regent President shall designate a chairperson of the Special Regent Committee.

2. CHANCELLOR QUALIFICATIONS:

The Special Regent Committee shall confer with the UW System President and advise the System President of any special qualifications for the position that it believes should be considered. Members of the Special Regent Committee are encouraged to visit the UW institution and meet with students, faculty, staff, and other members of the campus community to familiarize themselves with the unique characteristics and needs of the institution. The Special Regent Committee shall work with the System President to produce a brief job description, taking into account the special characteristics of the institution at which the Chancellor would serve. The job description shall be inclusive and encourage applicants from various professional backgrounds and not require candidates for Chancellor to have a terminal degree or the academic experience to be awarded tenure at the institution.

3. SEARCH AND SCREEN COMMITTEE COMPOSITION:

The Search and Screen Committee shall be comprised of individuals knowledgeable of the duties and responsibilities of the position and broadly representative of the interests of the students, faculty, academic staff, university staff, administrators, community and friends of the institution and the interests of the UW System.

The members of the Special Regent Committee shall also serve as members of the Search and Screen Committee. The Regent President shall designate one of the Regents as chair.

The System President in consultation with the Regent President, and after consulting with members of the institution's governance groups and other members of the university community, shall appoint at least five non-Regent members of the committee to include at least: two faculty, one staff representative from the institution, one student, and one community and/or alumni member. The System President shall consider diversity, particularly as it relates to gender, race, and ethnicity, when making committee appointments.

The System President, in consultation with the Regent President and the chair of the Search and Screen Committee, shall designate one of the faculty committee members as the Search and Screen Committee vice chair.

It is essential that the members of the Search and Screen Committee be dedicated to a single objective—the identification and recommendation of the strongest possible candidates for a chancellorship of a University of Wisconsin institution.

4. SEARCH AND SCREEN COMMITTEE ROLE AND PROGRESS REPORTS:

The Search and Screen Committee shall be provided with an opportunity to review and provide input on the job description prepared by the System President and the Special Regent Committee. After the Special Regent Committee finalizes the job description, the Search and Screen Committee shall conduct such interviews of semi-finalists as it deems appropriate, with at least one member of the Special Regent Committee in addition to the Search and Screen Committee chair observing each of the semi-finalist interviews. The Search and Screen Committee shall make periodic progress reports to the Special Regent Committee and the System President and shall continue to provide feedback on candidates until such time as the committee is discharged by the System President.

5. IDENTIFICATION OF FINALISTS:

The Search and Screen Committee shall subsequently provide a list recommending qualified individuals, in unranked order, along with an alphabetical list of all persons considered at a joint meeting of the Search and Screen Committee, the Special Regent Committee and the System President. The Search and Screen Committee may be asked to provide oral presentations on the candidates under consideration. If any of the names on the initial list presented by the Search and Screen Committee are not accepted by the Special Regent Committee, or if any of the recommended candidates withdraw from the search, then before the Search and Screen Committee is discharged, it may be asked to provide additional candidates from the list of persons considered as semi-finalists.

The Special Regent Committee shall determine the finalists who will be invited to continue in the selection process, with up to three being a typical number invited for interviews.

6. FINALIST INTERVIEWS:

The Special Regent Committee, in conjunction with the System President, shall review all of the finalists, conduct interviews, work with the campus community to schedule campus visits for the finalists, and identify a candidate to recommend to the full Board of Regents.

7. BOARD OF REGENTS APPROVAL:

The full Board shall approve the appointment, including salary.

Vice Chancellors:

1. PROCESS:

When a vacancy occurs or is imminent, the ~~€~~Cancellor shall determine the process to be used to select a new ~~v~~Vice ~~€~~Cancellor. A UW institution may not adopt a policy or rule, or use a position description or job advertisement, that requires a candidate for a ~~v~~Vice ~~€~~Cancellor position to have served as a UW System faculty

member or as a faculty member at another institution of higher education, to have been granted tenure at a UW System institution or at another institution of higher education, or to hold the highest level of academic degree in a field of study or profession.

2. POLICY ADOPTION:

This Regent policy will supersede all institutional policies on the matter of academic and professional qualifications for ~~v~~Vice ~~e~~Chancellors.

UW System Administration Senior Leadership Positions:

~~1. APPOINTMENT OF SEARCH AND SCREEN COMMITTEE:~~

~~When a vacancy occurs or is imminent, the System President shall consult with the Regent President to determine the process to use to select the new senior leaders.~~

~~appoint a Search and Screen Committee. For positions determined by the System President to involve a high degree of campus contact, the Search and Screen Committee may include faculty, staff, and/or student representatives.~~

~~2. SEARCH AND SCREEN COMMITTEE ROLE:~~

~~The Search and Screen Committee shall be provided with a job description prepared by the System President in consultation with the chair(s) of the appropriate standing committee(s) of the Board of Regents, depending on the duties and responsibilities of the vacant position. The Search and Screen Committee shall screen candidates and conduct such interviews as it deems appropriate.~~

~~3. IDENTIFICATION OF FINALISTS:~~

~~The Search and Screen Committee shall subsequently provide a list recommending qualified individuals, in unranked order, along with an alphabetical list of all persons considered. If any of the names on the initial list presented by the Search and Screen Committee are not accepted by the System President, or if any of the recommended candidates withdraws from the search, then before the Search and Screen Committee is discharged, it may be asked to provide additional candidates from the list of persons considered. In addition, the System President may identify as finalists up to two additional names from the list of persons considered by the Search and Screen Committee.~~

~~4. FINALIST INTERVIEWS:~~



~~The System President shall review all of the final candidates and conduct interviews. The System President shall fill the vacancy from among the candidates interviewed, and shall advise the appropriate Board standing committee of the person selected.~~

~~5. SALARY APPROVAL:~~

Board approval of the salary for senior leadership positions is not required unless the salary exceeds the established salary range.

~~6. APPOINTMENT:~~

In the case of the Chief Audit Executive, the appointment is made jointly by the System President and the Chair of the Board of Regents Audit Committee.

Interim Appointments:

The procedure for selecting an interim System President is as follows:

1. REGENT PRESIDENT'S AUTHORITY:

When a vacancy occurs or is imminent, the Regent President may appoint an interim System President to serve until a permanent appointment is made.

2. COMMITTEES NOT REQUIRED:

Appointment of a Special Regent Committee or Search and Screen Committee is not required or expected for an interim appointment.

3. REGENT PRESIDENT CONSULTATION:

Prior to appointing an interim System President, the Regent President shall consult with the Regent Vice President and other members of the Executive Committee of the Board of Regents. Such consultation shall include the length and salary of the interim appointment.

4. LIMIT ON LENGTH OF APPOINTMENT:

In determining the length of an interim appointment, the Regent President shall consider the circumstances of the vacancy and the best interests of the UW System. The length of an interim appointment for a System President may not exceed three years.

5. ELIGIBILITY FOR PERMANENT APPOINTMENT:

An interim appointee shall not be considered a candidate in the search process for the permanent position without advance written authorization from the Regent

President permitting the interim appointee to participate as a candidate for the permanent position.

The procedure for selecting an interim Chancellors and ~~UW System Administration senior leadership positions~~ the Chief Audit Executive is as follows:

1. SYSTEM PRESIDENT'S AUTHORITY:

When a vacancy occurs or is imminent, the System President may appoint an interim leader to serve until a permanent appointment is made. In the case of the Chief Audit Executive, the interim appointment is made jointly by the System President and the Chair of the Board of Regents Audit Committee.

2. COMMITTEES NOT REQUIRED:

Appointment of a Special Regent Committee or Search and Screen Committee is not required or expected for interim appointments; ~~How~~ However, it is recommended that the System President ~~is urged to~~ consult with key stakeholders members of the university community where a chancellor vacancy is expected, when feasible.

3. SYSTEM PRESIDENT CONSULTATION:

Prior to appointing an interim Chancellor, the System President shall consult with the Regent President and Regent Vice President. ~~Prior to appointing interim senior leadership positions, the System President shall consult with the Regent President and Regent Vice President and with the chair of the appropriate standing committee(s) of the Board of Regents, as determined by the duties of the position.~~ Such consultation shall include the length and salary of the interim appointment.

4. LIMIT ON LENGTH OF APPOINTMENT:

In determining the length of an interim appointment, the System President shall consider the circumstances of the vacancy and the best interests of the UW System. The length of an interim appointment for a Chancellor ~~or senior leadership positions~~ may not exceed three years.

5. ELIGIBILITY FOR PERMANENT APPOINTMENT:

An interim appointee shall not be considered a candidate in the search process for the permanent position without advance written authorization from the Regent President permitting the interim appointee to participate as a candidate for the permanent position.

The procedure for selecting an interim Vice Chancellor is as follows: When a vacancy occurs or is imminent, the Chancellor may appoint an interim Vice Chancellor to serve until a permanent appointment is made.

## **Oversight, Roles and Responsibilities**

The Office of the Board of Regents and the UW System Office of Human Resources are responsible for communicating search process requirements and working with the Regent President, Regents, and the System President to implement the procedures detailed in this policy.

History: Res. 59, adopted 01/07/1972, established search and screen guidelines. Res. 325, adopted 11/03/1972, created Regent Policy Document (RPD) 72-18 and rescinded Res. 59. Res. 4034, adopted 04/08/1988, created RPD 88-2 and replaced RPD 72-18. Res. 5176, adopted 03/10/1989, created RPD 89-3 and amended RPD 88-2.

Res. 6636, adopted 04/08/1994; Res. 6932, adopted 05/05/1995; and Res. 8157, adopted 06/08/2000, amended Regent Policy Document 88-2, subsequently renumbered as RPD 6-4.

Res. 9811, adopted 08/20/2010; Res. 10517, adopted 06/05/2015; Res. 10933, adopted 10/05/2017; and Res. 11732, adopted 11/04/2021, amended RPD 6-4.

Res. 11934, adopted 11/10/2022, renumbered Regent Policy Document 6-4 to Regent Policy Document 20-27. Res. 12245, adopted 09/26/2024, amended Regent Policy Document 20-27.