

MEETING MINUTES
University of Alaska Southeast Faculty Senate
September 5, 2014 Egan Library 211

In Attendance (in Juneau): M. Haavig, C. Brown, E. Hayes, H. Batchelder, L. Vess, V. Fredenberg, R. Caulfield, and G. Hays, recorder.

Via Audio: M. Buzby, A. Sesko, J. Ward, C. Ianuzzi, T. Anderson, and S. Ferro

Guests: M. Stekoll

I. Call to Order

President-Elect Haavig called the meeting to order at 3:01 pm

II. Approval of Agenda (.30-2.30)

H. Batchelder moved to approve the agenda of September 5, 2014. L. Vess and S. Ferro seconded. The agenda was approved as presented without objection.

III. Approval of Minutes (2.40- 3.10)

A. Sesko moved to approve the minutes of the May 2, 2014 meeting. H. Batchelder seconded. The motion passed and the minutes were approved as presented.

IV. Introductions (3:05 -6:00)

FY 14-15 Senators

Lora Vess - Juneau Campus Senator (replacing Vickie Williams)

Susie Ferro – Sitka Campus Senator (replacing Jon Martin)

Tim Anderson – Career Education (Sitka)

Colleen Ianuzzi – Ketchikan Campus Senator

Megan Buzby – Natural Sciences Senator (replacing Carolyn Bergstrom)

Ernestine Hayes – Humanities Senator (replacing Kevin Maier)

Charla Brown – School of Management (replacing Maren Haavig)

Amanda Sesko – Social Sciences Senator

Jennifer Ward – Library Senator

Heather Batchelder – Education Senator (replacing for Adrianna Thomas)

Virgil Fredenberg – Past President

V. Committee Reports

Faculty Senate Committees (6:05-23:00):

- A. Curriculum Committee: Chair, Chris Hay-Jahans. M. Haavig said there was no report. She explained the process for bringing Curriculum Committee information to Faculty Senate and explained that future Curriculum Committee recommendations to come before the Senate would be stored in a Curriculum Committee folder then moved into the Faculty Senate share drive prior to the next FS meeting.
- B. Graduate Curriculum: Chair, Lee Graham. M. Haavig said there was no report.
- C. Research and Creative Activities: Chair, Brian Vander Naald. M. Haavig said there was no report.
- D. Faculty Alliance (8:50 -13.15) - Membership: FS president, president-elect, and past president of UAS, UAA and UAF. M. Haavig said the committee meets the 2nd Friday of the month.

1. Common Calendar: The Board of Regents passed the revisions to policy that recommends a common calendar across the UA system to support eLearning students, as stated:

“A common academic calendar for all university campuses will provide for a fall and spring semester of not less than fifteen weeks of instruction, which may include examination days; start and end dates, recesses, and daily schedules, i.e., course blocks, will be common among all campuses. Class schedules must provide for a minimum of 800 minutes of instruction per credit hour.”

M. Haavig reported that Faculty Alliance has a taskforce charged to come up with a plan to develop a common calendar. A committee of 5-6 people must be selected from each campus to then identify issues that may be problematic or that may benefit students if a common calendar is developed. M. Haavig asked for volunteers to serve on this committee, and for each senator to illicit comments and ideas from their own faculty. Comments and names of interested faculty need to be brought to the next Faculty Senate meeting. She said the taskforce expects to complete their report by February, 2015.

2. GER/GELO: (13:28:20 – 23:00)

The senators reviewed the GELO report. Faculty Alliance recommends the revisions be made to the University regulations. M. Haavig asked that senators inform their program chairs that the GER resolution was passed by the BOR and that the implementation date is fall of 2016. In regards to the development of the process, Provost Caulfield explained that President Gamble identified foundation funds to assist in the expense of Faculty Alliance and GELO committee members meeting in person. (Previous UAS GELO faculty representatives were Nina Chordas, David Noon and Andrzej Piotrowski.)

3. Faculty Alliance Constitution – for discussion at the next meeting.

Faculty Senate Ad Hoc Committees (23:10-27:45)

- A. Academic Integrity: M. Haavig reported that the committee is working on creating a Student Sanction matrix which will be shared with faculty for feedback. She also said an Academic Integrity page off the Provost Faculty Resources website is being developed. The committee’s work is hoped to be completed by the end of the semester.
- B. Electronic Evaluation Committee - Membership: C. McMillan, J. Ward, M. Stekoll and V. Fredenberg. V. Fredenberg said the committee has not yet met this academic year. They will continue to review possible products to use.

Other (28:00 – 30:50)

- A. Strategic Planning and Budgeting Advisory Committee (SPBAC) - Faculty Senate members: K. Krein and M. Haavig. The next meeting is scheduled for September 23rd. The committee is currently collecting FY17 budget requests, and reviewing the FY 15-16 budget.
- B. Master Plan Implementation Committee (MPIC) - Faculty Senate members: K. Krein co-chairs with VC Michael Ciri. They have not yet met this academic year.

VI. Provost Report (32:10 -1:14)

- Teaching and Learning Technology Roundtable (TLTR) <http://uas.alaska.edu/tltr/> - The Provost explained the history of the development of this committee and offered the idea of a shared governance structure by adding a joint co-chair arrangement appointed by Faculty Senate and the Provost office. The Provost will contact Lee Graham, the current chair of the TLTR, to determine the

possibility of expanding her current duties to include reporting to Faculty Senate about TLTR activities. He will also draft a new charge to reflect the new structure for review in advance of the next meeting.

- Space Update – The freshman housing is open and tours are being planned. The renovation of the Hendrickson and Whitehead building is moving forward. In response to a question, the Provost will find out where the classroom space will be relocated when the Hendrickson remodel commences.
- Bookstore Update – The UAS bookstore will close the end of December (1/1/2015). Textbooks will be ordered through the MBS Director (same system that Sitka and Ketchikan currently use). M. Haavig asked faculty to think of things that they, or their students, usually purchase from the book store to prepare for now having to order such items.
- Adult Degree Completion – The Provost reported that it is important during these financially challenging times to continue to market UAS. The Adult Degree completion program is one program that can be marketed to non-traditional adult students via our on-line degrees. He distributed a draft Outreach Program brochure/poster and would email it to all senate members. M. Haavig asked senators to distribute to their faculty.
- Shared Governance Meeting/VP Dana Thomas visit: The Provost said Dr. Thomas’s visit was a suggestion from the last Shared Governance Leadership meeting, with the idea to get his perspective on where UAS fits into Shaping Alaska’s Future. He will be here to on November 21-22nd for the Academic Leadership Seminar. M. Haavig requested Senators to think about a meeting time, and suggested perhaps an after work reception. To be discussed at the next meeting.
- CourseLeaf Curriculum and Catalog Management – The Provost invited senators to attend the webinar demonstration on September 26th from 2-3:30 pm in the Chancellor’s Conference Room. Contact Gillian Hays for more information. This is open to all faculty.

VII. President’s Report

Faculty Alliance Meeting (1:14:15 – 1:15)

M. Haavig reported that she attended the Faculty Alliance retreat held on the Fairbanks campus on August 23th. The focus of the discussions was on the common calendar, with Faculty Alliance unanimously approving the formation of a UA system-wide task force to work on the common calendar.

<http://www.alaska.edu/governance/faculty-alliance/members/>

Board of Regents Meeting (1:15:13-1:16)

The Board of Regents will meet September 18-19, 2014, in Juneau at the Recreation Center. M. Haavig encouraged all faculty to attend. The agenda can be viewed at <http://www.alaska.edu/bor/>.

Board of Regents Appointments (1:16:50-1:18:10)

M. Haavig explained that the Board of Regents (BOR) is an 11-member board, appointed by the Governor and confirmed by the Legislature. Members serve an 8-year term. She said there are four BOR members and one student BOR with terms ending in 2015 and asked senators to encourage community members to serve on the board. The application process can be reviewed at <http://www.alaska.edu/bor/members/>.

VIII. Old Business

Credit for Prior Learning (1:18:18 – 1:24:15)

T. Anderson referenced the 2014 version of the UAS Credit for Prior Learning (CPL) Handbook (modified after the UAF CPL handbook) which was included in the meeting materials for review. M. Haavig reminded that last academic year Faculty Senate voted to create a CPL group to work on tailoring the handbook to UAS needs. After a brief discussion on possible ways the handbook could be modified to more closely meet the needs at

UAS, the senators were asked to submit names of faculty and staff interested in working on the revisions to the handbook directly to T. Anderson before the next Faculty Senate meeting.

IX. New Business

AY14-15 Priorities (1:24:20- 1:25:40)

The AY14-15 Dean/Directors priorities were offered for review. M. Haavig asked that senators share these with their faculty and come up with their own issues/priorities this academic year. This will be discussed at the next FS meeting

FS Constitution and Bylaws Update (1:25:45 – 1:56)

M. Stekoll and M. Buzby presented the revisions to the Faculty Senate Bylaws and the Constitution drafted over the summer by he and Sherry Tamone. The following revisions were noted:

- adding permanent committees - Executive Council, Sustainability Committee, and the Faculty Handbook Committee
- making changes to the membership and/or membership requirements of the following committees - Research and Creative Activity Committee, Faculty Alliance, and the Curriculum Committee
- changing description of the Faculty Evaluation Committee (per union requirements)
- removing the Communications Committee

The Sustainability Committee language would be reviewed by L. Vess as she is currently a member of that committee.

M. Haavig asked senators to read through the documents and bring comments or concerns to the next meeting. She will review the Bylaws and Constitution amendment and approval process with Faculty Senate President K. Krein, but anticipates that senators will want to move to approve at the next meeting. M. Stekoll reminded that the Chancellor has the final approval of Bylaws and the Constitution.

The committee thanked M. Stekoll and S. Tamone for their extensive work.

Academic Calendar start date (1:56:10- 1:58:52)

C. Ianuzzi reported that faculty have noticed the academic calendar requires faculty to come back on contract earlier and earlier each year. She asked that a review of this take place so that it could be changed to a later start date in future years. The Provost explained that this review could be built into the common calendar discussions. He cautioned, however, that because of the timing and planning of the academic years it would be another 2 years before a change could take place.

Student Learning Outcomes (1:58:58-2:03:05)

V. Fredenberg expressed his concern about faculty not being adequately informed about the Student Learning Outcomes process, and suggested that Faculty Senate be the official body to initiate the directive. He also thought the using the Curriculum Committee Form might not be the best way to approach the collection of that information as the forms are not as functional as they could be. M. Haavig said this topic may be added to next month's agenda.

X. Juneau Items Only

Nothing came forward for discussion.

Adjournment (2:03:12)

Nothing further came before the committee and the meeting adjourned without objection at 5:03 pm.

The next meeting of Faculty Senate is scheduled for October 3, 2014.