

DRAFT MINUTES
University of Alaska Southeast Faculty Senate
February 3, 2012 Egan Library 211

President Monteith called the meeting to order at 3:04.

In attendance: D Monteith, B Blitz, A Jones, R Goeden, S Neely, R Gilcrist, V Williams, C Bergstrom, W Girven, C McKenna, P Schulte, R Caulfield, M Stekoll, E Hill for D Noon, M Pennoyer (scribe)

Guests: E Hill, Chair, Curriculum Committee; B Hegel, Registrar

1. Approval of Minutes

W Girven moved to approve the minutes; A Jones seconded. Motion passed unanimously.

Senate discussion in the digital record from 0:06:40 to 0:07:22.

Additions to the agenda were taken and added to the agenda.

Senate discussion in the digital record from 0:07:30 to 0:09:52.

Action Item

Sponsor

2. Curriculum Committee – Update

Erica Hill

Spring curriculum deadline is March 1, 2012. Update: passed BA in Special Education and Mine Mechanic OE; Gender Studies minor has been suspended. Under consideration: Math 106, passed by Faculty Senate in November, to be a GER in summer; and, edits to AAS Health Sciences.

Notes from Provost Caulfield: The BA Special Ed and MAT Special Ed had a first reading at the last SAC meeting. MAT in Spec Ed required more dialogue with Deans of Education at each MAU; a second discussion is scheduled at the next SAC meeting on 02-15-2012. Both degrees will go to the Board of Regents meeting in April

FY13 TVEP funding proposals are due today. Proposals have been received from Career ED and the School of Management.

Nominations for Faculty Excellence Awards are due March 1 to the Provost's Office.

Senate discussion in the digital record from 0:09:59 to 0:15:40.

3. Lifelong Learning Credits for Military Personnel

Barbara Hegel

Alaska Senate Bill 150 passed today directing state boards to accept the various training military men and women have received as some or all of the qualifications needed to receive a license or certificate. It also directs the University of Alaska to consider military training and experience as credit toward degrees.

Currently, for service members who transfer with a military transcript, UAS uses ACE (American Council on Education) recommendations when evaluating those transcripts and awarding credit. UAS does not give credit for prior learning as do UAA and UAF.

From the Statewide Listening Sessions – transferability of credits across the MAUs: Gamble wants to know what the UA system is doing about transfer credits. Registrars and Student Services have been following BOR policy and have recommendations. The issues and resolutions will probably be sent from Student Services to Provosts; and, then on to work with BOR.

Discussion about consistency, standardization, and transferability of GERs across the MAUs continues.

DegreeWorks update next week.

Beginning Fall 2012, students will be allowed to drop a class(es) on line for the first two weeks of the semester and still receive 100%. Implications to faculty: UA online drop and add, by opening this up, will align with UAA. If faculty signature is required for adding in the second week, may have to block ability to add without faculty signature. Distance classes and ordering of texts – add and drops, students can add a class online for two weeks. Faculty can choose which classes to shut off to online add; will be able to drop. Use PCO to decide class shut off online.

New revamped automated method for wait listing in BANNER. UAA doesn't do wait listing; UAF does through departments. UAS has agreed that once a space opens in a class, student is emailed of an opening in this course. Student has 36 hours to register, if not, dropped. Option goes to next student in line. If dropped before 36 hours, no way to speed up to the next person on the list. No priority to program students. UAS wait listing process is the same for all three semesters. Wait listing shuts off on the first day of class.

To improve graduation rates – how to prioritize waitlist students?

Is it possible to prioritize UAS students over other MAUs?

Senate discussion in the digital record from 0:15:44 to 0:44:18.

4. Honors College

Sol Neely

Via email, Neely distributed a revised version of the UAS Honors Program information packet prepared for Department and Program Review. As Senators prepare to take the information to their departments for discussion, Neely asked to attend meetings to fully explain history of compromises, rationale and answer questions.

Features of the Honors College:

Students intending to enroll will meet with program coordinator and submit a declaration of intent. If honors student's GPA falls below 3.5, go to probation. Some honors courses will be open to all students.

UAS honors requirements will be divided into two sets – core program requirements, which are universal; and, track requirements. Core program requirements set a standard of excellence and acknowledge the honors program as a University wide program. Fall one credit orientation seminar to be taught by coordinator and develops a cohort. In spring, cohort takes a one credit 301 honors reading seminar; course is repeatable for multiple credits. The last semester concludes in the spring with 492 honors course; helps to prepare student to present their work at a spring honors forum. One year of world languages, including Alaska Native languages or a semester of study abroad is required.

In addition to completing the honors program core requirements, students will select one of the five curricular tracks suitable to their program of study:

- Humanities and Liberal Arts
- Social Sciences
- Natural Sciences
- Management and Leadership
- Education

Neely went on to explain honors-integrated courses: in addition to honors program courses, a number of “honors-integrated” courses will be offered each semester. Honors-integrated courses include an additional honors component within regular courses that goes “above and beyond” the designated requirements of the course. Only upper division courses can qualify as honors-integrated, and it is up to each participating faculty to determine what the extra honors requirements are within the class.

The Honors Program Committee will meet every Fall convocation for an annual assessment of the Honors Program, it’s goals, means and outcomes. From the annual assessments, the program coordinator will conduct a comprehensive three year review of the program.

The Honors Program is looking for a Fall 2012 implementation.

Notes:

Administrative support for record keeping and tracking of student units – is it the responsibility of the program coordinator with a course release or a staff position?

In last years’ State budget, UAA and UAF received funding for their Honors Programs. UAS did not. Gamble will ensure that a funding request for the UAS Honors Program is in this year’s budget.

Honors Committee will be an ad hoc committee of Faculty Senate to be assigned every year – to work on assessment and program review.

Provost Caulfield asked for a generic reference to Honors College in the AY 12-13 Academic Catalog with full implementation in fall 2013. Honors College doesn’t need to go through SAC or BOR because the program is building on existing courses. Notification to SAC and BOR is appropriate.

Senators to meet with their units and be prepared to discuss at the March 2 meeting of Faculty Senate; if a motion for vote comes forward, vote will be taken.

Do track requirements need to be in place prior to a vote by Faculty Senate? Concept was approved by Faculty Senate in AY 10-11; March vote may be on structure only.

Once passed by Faculty Senate, what are the next steps for Honors College – Curriculum Committee to review new courses – HNRS293/201?

Questions for Senators to take to their units:

1. Honors College Program – any additions, corrections, deletions or issues?
2. What are the proposals for the different departments in terms of their tracks?
3. Recommendations from each unit on process of review for this program?
4. Does Faculty Senate want Curriculum Committee review of each new honors class?

Senate discussion in the digital record from 0:44:25 to 1:29:00.

5. Campus Masterplan – Need Faculty Reps Rick Caulfield

The process has begun to write a seven year UAS campus masterplan. Perkins +Will from Minneapolis will be writing the plan; they completed the UAF plan in 2009. Representatives will be in Juneau March 5, 2012, later that week in Sitka and Ketchikan. The final masterplan should be finished this early fall with presentation to the BOR by December 2012.

Caulfield asked Senators to email him with names of faculty representatives from each unit who will act as conduits of information to Perkins + Will and faculty; and, be the point person for each unit.

Reps that have been selected:

Mary Claire Tarlow – Education
Marquam George – Career Education
Caroline Hassler – Library
Mike Stekoll – Natural sciences
Kevin Maier – Humanities

Still to be named:

Social sciences
School of Management
Ketchikan
Sitka

Senate discussion in the digital record from 1:29:08 to 1:37:31.

6. Timeline Elections Faculty Senate President 2013/2014

Dan Monteith

Officers should read Section 2, Elections of the Faculty Senate Bylaws

<http://www.uas.alaska.edu/FacultySenate/faculty-senate-bylaws.html>

Election of Faculty Senators: Between March 1 and March 10, each unit to elect or re-elect a senator. Is it possible to have this done by the next meeting? All results are due by March 15, 2012.

Election of Campus Senators: By March 20, 2012 each campus will elect a campus senator. By March 31, 2012 each incumbent Senator will report results to President.

Election of Faculty Senate President-Elect: At the March 2, 2012 meeting of the Faculty Senate, the President will open nominations for Faculty Senate President-Elect. The nominations will remain open until March 31, 2012. Election and results to be complete by April 30, 2012.

Senate discussion in the digital record from 1:37:33 to 1:44:07.

7. E Lab Task Force Recommendations

Mike Stekoll

Various levels of the University have concerns about non-traditional delivery of labs – e labs. UAA Faculty Senate passed a resolution banning physics e labs; resolution held in abeyance by Chancellor. As a result, Faculty Alliance appointed the E Lab Task Force which was asked to put together a plan for delivery or non-delivery of labs that are delivered non-traditionally. First meeting was in January 2012 to create a document to go to SAC and Senates – Faculty Alliance is hoping for some consistent language agreeable to each MAU.

Faculty Alliance plans to present the recommendations of the E Lab Task Force the Faculty Senates in April or May, 2012.

Senate discussion in the digital record from 1:44:14 to 1:55:55.

8. Course Evaluation Committee

Dan Monteith

The committee is meeting and reviewing evaluation instruments from other schools. The committee is considering a rewrite of the evaluation instruments. If it is to be rewritten, the process will be driven by faculty.

The committee is also looking at a process to increase the return rates from students.

The committee plans to present recommendations to Faculty Senate within the next 30 to 60 days.

Senate discussion in the digital record from 1:55:57 to 1:57:20.

9. TLTR Update, Blackboard, etc

Colleen McKenna

Blackboard test sites are up and running through UAS online -- BBSANDBOX. Fall sites to be ready by March with training for early adopters will begin in March. More training will available in April and August.

Senate discussion in the digital record from 1:57:28 to 1:58:24.

10. Academic Calendar

Discussion

To be revisited.

Senate discussion in the digital record from 1:58:27 to 1:58:49.

11. Strategic Direction, Internal Sessions

Feb 2, 8, 9

Announcement of internal listening sessions: staff, student and faculty event at each campus.

Senate discussion in the digital record from 1:58:51 to 1:59:27.

12. Faculty Handbook Update for AY 12-13

Appt. Committee

To be continued to next meeting. Senators to discuss faculty handbook revision process and schedule with their units.

Senate discussion in the digital record from 1:59:31 to 2:02:29

13. Discussion

Adjunct Faculty Evaluation and Dual Enrollment Policy

Senators to circulate documents (handed out at meeting) to their units.

Note: Resend the adjunct faculty evaluation document to Senators.

Senate discussion in the digital record from 2:02:29 to 02:03:37.

Textbook Rentals

Priscilla Schulte

Ketchikan uses MBS as their online bookstore and was told by MBS that in order for students to rent text books, all three campuses had to be on board. Sitka and Ketchikan are in agreement; Juneau is not; what is causing the disconnect? Who makes the policy about textbook rental? Caulfield to investigate.

Senate discussion in the digital record from 2:03:40 to 2:06:00.

Meeting was adjourned at 5:02.