

**MEETING MINUTES**  
**University of Alaska Southeast Faculty Senate**

**October 7, 2016 Egan 225**

**In Attendance:**

L. Hoferkamp, President	x
M. Buzby, President-elect	x
M. Haavig, Past President*	x
A. Jones, SOE	x
J. Amundson, Natural Sciences	x
M. Haavig, SOM*	x
S. Feero, Sitka	x

\*dual capacity

R. Brewer, Career Ed, Sitka	x
C. Ianuzzi, Ketchikan	x
N. Chordas, Humanities	x
R. Gilcrist, Juneau	x
J. Ward, Library	x
G. Wright, Social Sciences	x
K. Carey, Provost	x

G. Hays (recorder)

**Guests:** Chancellor Rick Caulfield, Brian Buma

**I. Call to Order**

L. Hoferkamp called the meeting to order at 3:05 pm.

**II. Approve of Agenda (TC 5:03)**

*M. Haavig moved to approve the agenda of the October 7, 2016 meeting as amended. G. Wright seconded. The motion passed without objection.*

**III. Approval of Minutes (TC 5:24)**

*M. Haavig moved to approve the minutes of the September 2, 2016 meeting as amended. A. Jones seconded. The motion passed without objection.*

**IV. Committee Reports**

**Faculty Senate Committees**

- **Undergraduate Curriculum Committee (TC 6:41):** Senators referred to the written report in share drive which provides a timeline for use of the new CourseLeaf proposal system and lists the members.
- **Graduate Curriculum (TC 7:50):** L. Hoferkamp reported on behalf of Chair D. Marvel. The committee anticipates substantial changes to the MPA program this year.
- **Research and Creative Activities (TC 8:10 and TC 16:20):** Senators referred to the *Fieldwork and Remote Activity Guide* found in the share drive. Brian Buma said they received feedback from all the departments and faculty and are now presenting this as a final copy. L. Hoferkamp asked Senators to have their faculty share comments with Brian. This will be reviewed again for approval at the next meeting.
- **Sustainability Committee (TC 10:30):** L. Vess sent in a report that the committee is active. Kari Norgaard, Associate Professor of Sociology and Environmental Studies at University of Oregon spoke on climate change and native sovereignty at an event and reception with over 60 people in attendance. The committee is preparing a proposal for the Power & Privilege symposium.

**Faculty Senate Ad Hoc Committees**

- **Enhancing the Baccalaureate Experience (TC 11:11):** G. Wright reported that the committee continues to meet. They are formulating discussion proposals to present in December for consolidating the three programs in Arts & Sciences on the Humanities and Social Sciences side. He said they are just focusing on the BLA, the BASS and potentially the Geography BA and the English degree.

## Other/Shared Governance

- **Master Plan Implementation Committee (MPIC)** (TC 20:00): G. Wright reported that the committee has not yet met as he is still recruiting faculty members. Virgil Fredenberg volunteered from the School of Education. L. Hoferkamp asked Senators to again seek faculty to serve on this committee.
- **TLTR** (TC 22:32): R. Gilcrist reported that the TLTR regional committee recently met and will meet again on Tuesday, October 11<sup>th</sup>. The primary agenda item is single instance Blackboard implementation. They are looking for local representation on the ad hoc Juneau campus TLTR group, and asked for faculty interested in serving in that capacity to contact her. During the discussion, it was clarified that all recommendations from the TLTR regional and local groups be referred to the Provost. L. Hoferkamp will continue working on the memo drafted last May and forward to the Provost.
- **Diversity Action Committee**. No report
- **CELT** (TC 35:50): M. Haavig asked for comments from faculty about trainings sessions offered by CELT – topics, times, and faculty that may be interested in offering training.

### **V. Provost Report** (TC 39:30)

Provost Carey provided the Senators an update on the issue of minors on campus. She reported that UA legal counsel has not yet created any guidelines on a faculty's responsibility should a minor be in the classroom. She said that for now to treat every student the same and to continue to teach class as they have been. In the future, adjustments may be required.

Provost Carey explained the travel restrictions are still in place. She asked Deans to carefully review faculty travel to determine if it is "essential travel". She explained that participation in professional conferences/workshops fulfilling requirements for promotion and tenure may be deemed essential, and added that professional development funds can be used for that purpose.

### **VI. Chancellor Caulfield** (TC 47:35)

Chancellor Caulfield directed his comments on Strategic Pathways and the \$6 million budget gap. Phase 2 and Phase 3 of Strategic Pathways is moving forward. He invited faculty to use the SPBAC committee to bring ideas and suggestions to the table. The Chancellor responded to the question about the existence of a plan to communicate and reassure UAS students about strategic pathways and expressed the importance of student government being part of the process. As Senators shared ideas to relay information, they agreed that the fundamental message needs to explain the University has to make changes due to the declining budget, yet the students will not be negatively impacted. The message must project a positive attitude. The Chancellor encouraged and challenged all faculty, staff, and students to be ambassadors of UAS.

### **VII. President's Report** (TC 1:24:20)

L. Hoferkamp commented on the following:

- President Johnsen's visit – L. Hoferkamp was pleased with the attendance.
- BOR meeting in Juneau – The meeting focused on Strategic Pathways that Chancellor Caulfield just reviewed in his report.
- Phase I IT – She reviewed the IT portion of the Strategic Pathways report.
- Phase 2 Team Faculty Alliance Representatives:
  - Community Colleges – Tara Smith
  - Fisheries – Lisa Hoferkamp
  - E-Learning – Maren Haavig
  - Health – Chris Fallen
  - Human Resources – Sharon Chamard
  - Institutional Research – Orion Lawlor

- Student Affairs – Dave Fitzgerald
- University Relations – Megan Buzby
- **AccuPlacer English Course Placement** – L. Hoferkamp reported she shared senators concerns with Faculty Alliance, but has not yet heard back.
- **Summit Team** – Faculty Alliance’s request for faculty presence on the Summit Team was denied.
- **Budget Summary** – Faculty Alliance agreed that the UAS budget summary report (in this format) was helpful and will be seeking similar information from their respective universities.
- **Alcohol on Campus:** L. Hoferkamp noted the link to the UAS policy. There is no UA-wide policy. Senators agreed to request the policy include a provision for an alcohol free campus apartment unit.  
<http://www.uas.alaska.edu/policies/alcohol.html>
- **Title IX Advisory Committee** (TC 1:38:40): Faculty representatives interested in serving so far - Amanda Sesko, and Heather Batchelder. Lori Klein is the Chair. There are more seats open.
- **IT Updates** (TC 1:38:10): L. Hoferkamp has invited Cody Bennett, Manager of User Services, to provide an update to the IT report. Please see his most recent email communication about Blackboard rollout dates. R. Gilcrist volunteered to research if single instance blackboard will allow direct access to course sites.
- **Safety/Emergency** (TC 1:40:29): The SW systems office of risk management has recently opened recruitment for 4 positions. Some of those positions have been filled and interviews are in the process for the others. L. Hoferkamp will research if these are newly created positions.
- **SAC meeting** (TC 1:43:58): If approached by the media about Strategic Relations, please direct them to our public relations officer, Keni Campbell.
- **10% tuition increase** (TC 1:45:20): The 10% tuition increase for next year was discussed.
- **Student Learning Outcomes for GER’s** (1:46:15): L. Hoferkamp reminded senators that our accreditation requirements direct us to have student learning outcomes for all program GER’s. The previous GELO committee came up with four SLO’s for three university-specific GER’s and one general. The intent is to have the GER’s common across the campuses. It was clarified that UAS doesn’t really have *program GER’s* so the senators discussed how to best gather a group to develop GER’s. After a short discussion, L. Hoferkamp asked A&S senators to recruit members of their faculty to participate on a working group to identify SLO’s for students taking GER’s across the board (as if there were GER programs).

#### VIII. Old Business

- **Special Course/Course Substitution Contracts** (TC 2:00:22): The changes to the Special Course Contract and the Academic Course Substitution forms reflect the removal of the Dean’s signature approval line and the Registrar’s signature line thus rendering these forms consistent with the UAS Faculty Handbook. *G. Wright moved to approve the Special Course Contract form amended to include the faculty senate approval date and to reflect school of management credit hour information. M. Haavig seconded. The motion carried. R. Gilcrist moved to approve the Academic Course Substitution form. N. Chordas seconded. The motion carried.* The Provost office will distribute the forms. L. Hoferkamp will also forward the Academic Course Substitution form with accompanying memo to Dean Schmitt. L. Hoferkamp will forward the Special Course Contract with accompanying memo after minor edits.
- **Class Break Scheduling:** tabled
- **Single Accreditation** (TC 2:18:35): L. Hoferkamp is waiting for the draft letter from Faculty Alliance expressing faculty sentiment about single accreditation.
- **Wilson Fund:** tabled

#### IX. New Business

- **Common Calendar** (TC 2:19:07): Senators reviewed the AY 2016-2020 Common Academic Calendar. For years going forward, it was agreed to not hold classes the Tuesday after Labor Day, or the Wednesday before Thanksgiving (similar to UAA and UAF). This change would then even out the number of days in fall and spring. L. Hoferkamp will share with Faculty Alliance.

- **Faculty Climate Survey** (TC 2:22:07): Senators will gather comments and/or edits on the Faculty Climate Survey and report back at the next meeting.
- **Employee Common Training** (TC 2:24:29): S. Feero expressed interest in the development of training modules for common employee training.
- **Updates from Marketing Group** (TC 2:25:20): Faculty Senate agreed it would be beneficial to receive reports from the marketing group.
- **Reduction in Learning Center Hours** (TC 2:26:29): The Learning Center had to reduce their hours due to lack of staffing. Senators expressed concern because the closure is causing problems for students. Various suggestions were offered: adjusting hours so evenings could be covered (open and close 2 hours later on Tuesday and Thursdays), faculty could proctor own exams, or contract out proctoring exams, on-line tutors. It was also noted that the Writing Center hours have been extended.

#### **X. Juneau Items Only**

- **Room Assignments:** tabled
- **Power & Privilege Symposium** (TC 2:37:24): L. Hoferkamp explained that because of some miscommunication between faculty and administration, it is not required to cancel classes on November 9<sup>th</sup> - yet it is strongly encouraged. The problem is that the classrooms will be used for the P&P symposium. L. Hoferkamp asked senators to poll faculty for classes that can't be cancelled and report back to her.

#### **Adjournment** (TC 2:42:40)

The meeting adjourned by unanimous consent at 5:43 pm.

The next meeting of Faculty Senate is scheduled for November 4, 2016 at 3:00-5:00 pm, in Egan 225.