

MEETING MINUTES
University of Alaska Southeast Faculty Senate

May 4, 2018 Egan Library 211

In Attendance:

M. Buzby, President	x	S. Feero, Career Ed, Sitka	x
R. Gilcrist, President-elect	x	T. Whalen, Ketchikan	x
L. Hoferkamp, Past President	x	N. Chordas, Humanities	x
A. Jones, School of Education	x	H. Batchelder, Juneau	
S. Nagorski, Natural Sciences	x	J. Lamb, Library	x
J. Hamilton, Business & PA	x	L. Vess, Social Sciences	x
M. Trafton, Sitka	x	K. Carey, Provost	

Guests: Cody Bennett, Kolene James, Colleen McKenna, Richard Simpson, Megan Watson

I. Call to Order (TC 6:28)

M. Buzby called the meeting to order at approximately 3:15 pm.

II. Introductions (TC 6:33)

III. Announcements (TC 7:54)

- a. Graduations this weekend.
- b. Faculty Excellence Awards Monday from 3:00 – 4:30
- c. Grades are due Wednesday, May 9 by noon.
- d. New Dean of A&S: Dr. Thomas Thornton will start at UAS on July 1.

IV. Approval of Agenda (TC 9:10)

L. Vess moved to approve the agenda of the 5/4/18 meeting. J. Hamilton seconded. The motion passed without objection.

V. Approval of 3/2/18 Minutes (TC 9:29)

J. Lamb moved to approve the minutes of the 3/2/18 meeting. L. Vess seconded. The motion passed without objection.

VI. Approval of 4/6/18 Minutes (TC 9:54)

S. Nagorski moved to approve the minutes of the 4/6/18 meeting. N. Chordas seconded. The motion passed without objection.

VII. Guest – Kolene James from Staff Council (TC 10:05)

Staff Development Days will be held May 23 -24 at all three campuses. There will be an opportunity for staff to have professional photos that could be used on the web site. Staff Council elections will be held shortly and the annual retreat will be held in July. K. James also serves as Vice President of Staff Alliance. Kolene's term as president ends June 30.

VIII. President's Report (TC 16:52)

M. Buzby's report is on the shared drive. She highlighted the following items:

Alaska Native Knowledge graduation requirement: Issues related to the Alaska Native Knowledge graduation requirement have not yet been resolved, and implementation has been postponed to Fall 2019. Please see the resolution in the shared drive.

Faculty Initiative Fund: Seventy-eight proposals were received for the new Faculty Initiative Fund. The process of evaluating and granting awards is in development. Faculty Alliance will be involved in the review process and Academic Council will make the final decisions. Awards are expected to be announced by June 8.

The proposed changes to the Board of Regents (BOR) regulations about the description for GER categories will be effective Fall 2018 if it is approved by the president and by the BOR meeting in June, it although it will not be in the academic catalog.

The 25% discount of tuition for some Career Education courses is effective for Fall 2018. So far, no significant increase in enrollments has been noted.

Minors on campus update: The Provost wants faculty to be aware of these new policies. They mostly pertain to groups of K12 students coming in groups from other programs. Dan Garcia is the point of contact for issues related to the safety of minors on campus.

Convocation August 21-22. Training sessions likely to be offered include Active Shooter, Program Review (with new template), Astra Room Scheduling, and Juneau TLTR room update requests. Any additional items can be directed to Robin.

The Faculty Morale Survey is open for one more week. It will happen again next year so if you have suggestions for improvements please send them to Sharon Chamard at UAA (sechamard@alaska.edu).

- Faculty Alliance
 - The hiring committee for the statewide Chief Information Technology Officer (CITO) will meet soon. The position description is being finalized.
 - Outsourcing eLearning: The President is still interested in this idea. Faculty Alliance has formally communicated that faculty do not support offering courses that are not under faculty control.
 - UA Portal: Paul Layer is still planning to put together a team to develop a student-facing website, but not much is happening this summer since summer faculty compensation was not determined.
 - Banner 9 feedback has been given to Ellucian. Transition to the new version is scheduled for fall.
 - Justin Parish is not running for re-election, so another legislator needs to be identified to sponsor the faculty regent bill.
 - Compensation Analysis Project: A full study of salary and benefits is underway. It includes geographic differentials and other distinguishing factors. Colleen McKenna was part of committee as a faculty representative from UAS.

IX. PROVOST REPORT: Provost Carey is travelling to Sitka and Ketchikan for commencement. Any questions for the provost can be sent to Megan.

X. IT Report (TC 32:45)

Cody Bennett's written report can be found on the shared drive.

- If you are interested in trying new equipment, Cody has evaluation copies of several new audio/video tools.
- Commencement will be streamed online on the UAS Facebook page and on the UATV live stream.
- Blackboard will have bug fixes applied in an update scheduled for May 12.
- The challenges of getting cost effective dedicated technology in rooms was discussed.

XI. Center for Excellence in Learning & Teaching (CELT) Report (TC 43:29) M. Watson provided updates on CELT events.

- Final workshop materials are on the website or will be shortly. More workshops are scheduled this month and in June. The survey on peer review of courses is still open. Please fill out the survey before you go off contract. Planning is underway for the transition after Megan's departure. Members expressed appreciation for her service.

XII. Committee Reports (TC 47:55)

A. Faculty Senate Committees

- a) Graduate Curriculum: No report

b) Undergraduate Curriculum (UGCC) (TC 48:00) - C. McKenna's report is on the shared drive.

i. Proposals and Communication

Geography, Environmental, and Outdoor Studies BA: Add new Cultural Geography emphasis to the Geography and Environmental Studies degree program and change the name of the degree.

N. Chordas moved to approve the proposal. J. Hamilton seconded. The motion passed without objection.

C. McKenna noted that a new process to ensure that the advising group is aware of changes to curriculum has been proposed. Unless there are objections, the UGCC chair will provide a summary report to the advising group of changes that have been approved by Faculty Senate.

c) Research and Creative Activities (RCA) (TC 54:20) – M. Buzby reported that Jim Powell has been voted in as the RCA chair next year and will serve as the UAS representative to the Statewide Research Council.

d) Sustainability Committee (TC 55:45) – S. Nagorski reported that the March for Science was successful and that the final film in the series had good attendance. She is soliciting feedback from FS regarding drafting a letter from the committee regarding the proposed timber sale in Haines. Discussion ensued. S. Nagorski will draft a letter and circulate for review.

B. Other/Shared Governance (TC 1:05:24)

a) Chancellor's Advisory Committee on Equity and Cultural Safety

i. M. Buzby reported that more than one faculty member is interested in taking on this leadership role. Other faculty members interested in being on the committee were identified. M. Buzby explained that there are three faculty slots on the committee (currently filled) in addition to the faculty co-chair position. After discussion, *Sol Neely was named as the new faculty co-chair.*

b) Master Plan Implementation Committee (MPIC): (TC 1:11:58) M. Buzby noted that L. Hoferkamp will serve as co-chair beginning in the fall and that Nathan Leigh is the other chair.

c) Regional Teaching & Learning Technology Roundtable TLTR (TC 1:12:14): S. Feero's written report is on the shared drive. She reported that J. Lamb presented at the April meeting on Open Educational Resources.

d) Chancellor's Strategic Enrollment Task Force (TC 1:13:02) M. Buzby reported that rebranding the 'Retention Committee' to 'Student Success Committee' is being discussed. It would feed into a statewide student success network. M. Kahler is still in the process of updating recruiting materials to better target potential students. Issues with difficulty in registering for classes (i.e. needing a student number to take a placement test before signing up for some courses) were discussed.

e) Strategic Planning and Budget Advisory Committee (SPBAC) (TC 1:14:06) – M. Buzby reported that SPBAC met Wednesday. Enrollments are down, especially in graduate programs. M. Ciri expects a budget reduction in the 1.5 – 3% range across the board.

i. Fee survey question on course evaluations – M. Buzby solicited senators' feedback for M. Ciri concerning adding a question to course evaluations beginning summer semester asking students if they are satisfied with the value they received for the fees that were charged. This is in response to a recent BOR regulation change.

XIII. Old Business

A. Faculty Handbook Committee – (TC 1:23:11) Update – M. Buzby led a discussion of the changes to the catalog and solicited feedback.

- She reported that the Student Competencies will remain in the catalog and the Handbook and the General Education Student Learning Outcomes (GELOs) which only pertain to GERs will also be listed.
- The Sabbatical process was shortened by the removal of the review by the Peer Committee.

- S. Nagorski reported that Natural Science wants Six-Year Sequence changes to always be reviewed by the Department Chairs rather than “typically”.
- The necessity of a Course Outline was discussed. It primarily helps with new course development.
- Better alignment of PCO deadlines with Curriculum Committee deadlines was requested.
- J. Hamilton made suggestions for better organizing the Credit for Prior Learning (CPL) section so that students understand the multiple ways they can get CPL.

N. Chordas moved to accept the Faculty Handbook with the discussed changes to the Student Competencies and the clarification that six-year sequence changes always be reviewed by Department Chairs. L. Vess seconded. The motion passed with no objections.

- B. GELO Update (TC 1:38:44) A full written report from the Provost’s Assessment Committee (PAC) is on the shared drive. A. Jones highlighted the work of the committee and noted that a PowerPoint presentation on their work will be made at Convocation. The seven-person committee is charged with developing tools and a process for assessing GERs. They have developed and tested rubrics for assessing the first two General Education Learning Outcomes (GELOs), ‘Effective Communication’ and ‘Critical Thinking’ thus far, and with the lessons learned during the process, will be working on the remaining four GELOs in the upcoming year. They will solicit learning artifacts and volunteers to help with workshops in fall and spring to complete that task. Appropriate artifact selection is very important and faculty who teach GERs are encouraged to submit work that could be used for those workshops.
- C. Program Review template (TC 1:45:55) M. Buzby referred to the document on the shard drive. Please share with your faculty and send suggestions. The goal is to have the template/guidelines in place for the fall cycle, so major changes would likely not occur until the following year. She noted that the biggest change is the removal of the section for comparing program costs with other programs. S. Feero requested additional support for understanding the data. Having a meeting with Institutional Effectiveness not only upon getting the data set but also after program faculty have had a chance to review it was suggested. Another suggestion was having mentoring from programs that have recently completed a review. A session on Program Review including IE staff was suggested. Concerns about the timeliness of receiving the data were also voiced.

XIV. New Business (TC 1:52:20)

- A. Alaska Native Knowledge Graduation Requirement (ANKGR) Resolution – M. Buzby referred to two documents in the shared drive. One is the ANKGR Resolution that N. Chordas is bringing forward. The other is an Implementation Timeline document that clarifies the steps needed to get an adequate number of courses available to students as well as updated information on the 6-year sequence for advisors. J. Hamilton noted the need for asynchronous delivery courses for distance students. M. Buzby suggested that in the short term, students could transfer in UAA asynchronous courses, but that is not a long-term option. M. Buzby asked senators to share the proposed Student Learning Outcomes (SLOs) with faculty so that courses that could meet the requirement with small changes could submit course change proposals to Curriculum Committee by the October 1 deadline. There was consensus that the more course options available to students, particularly GER options, the better. L. Hoferkamp shared President Johnson’s concern that having a graduation requirement as opposed to a GER can be a barrier (additional course requirement) to transfer students. M. Buzby clarified that the similar resolution passed in April based on a Fall 2018 implementation will not work since the contingent issues were not resolved. After procedural discussion, *J. Lamb moved to table the resolution. S. Nagorski seconded. The motion passed with two opposing votes.*

J. Lamb moved that the Implementation Timeline be approved. S. Nagorski seconded. The motion passed with no objections.

- B. Retention Committee EAB Recommendations (2:15:30) – M. Buzby noted that the Chancellor wants approval for the four priority issues proposed by the Enrollment Subcommittee (see document on shared drive). *After discussion, no objection was raised to moving the recommendations forward.*
- C. Title IX (2:19:28) – L. Vess reported that a faculty chairperson is needed for this important committee as Amanda Sesko is leaving. Please share this service opportunity with your faculty.
- (TC 2:22:20) After recognition of outgoing FS president Megan Buzby, retiring faculty member Nina Chordas, and outgoing Past President Lisa Hoferkamp, *the meeting adjourned by unanimous consent.* (TC 2:22:53)