

MEETING MINUTES
University of Alaska Southeast Faculty Senate

November 2, 2018 Egan Library 211

In Attendance:

R. Gilcrist, President	x	J. Fantasia, Career Ed	x
H. Batchelder, President-elect	x	T. Whalen, Ketchikan	x
M. Buzby, Past President	x	R. Simpson, Humanities	x
S. Christian, College of Education	x	K. DiLorenzo, Juneau	x
S. Nagorski, Natural Sciences	x	J. Ward for J. Lamb, Library	x
J. Hamilton, Business & Public Admin.	x	L. Vess, Social Sciences	x
J. Markis, Sitka	x	K. Carey, Provost	

Guests: Lisa Hoferkamp, Kaia Henrickson, Jim Powell

- I. Call to Order (TC 1:38) – R. Gilcrist called the meeting to order at approximately 3:02 pm.
- II. Introductions (TC 1:42)
- III. Announcements (TC 3:15)
 - A. The Advising Roundtable was held earlier today.
 - B. The Power and Privilege Symposium will be held on Tuesday, November 6.
 - C. The UNAC Article 15.9 Faculty Professional Development Application period is open.
- IV. Approval of Agenda (TC 4:20) – *L. Vess motioned to approve the agenda of the November 2, 2018 meeting. J. Ward seconded. The motion passed without objection.*
- V. Approval of October 5, 2018 Minutes (TC 6:40) – *R. Simpson moved to approve the minutes of the October 5, 2018 meeting. L. Vess seconded. The motion passed without objection.*
- VI. Guests (TC 7:18) – None.
- VII. President’s Report (TC 7:26) – R. Gilcrist’s written report can be found on the shared drive. She highlighted the following:
 - The new Financial Aid Director, Bobby Greer, was introduced at Chancellor’s Cabinet. Maren Haavig will be the new Associate Dean in Arts and Sciences.
 - Student Government President Nick Bursell expressed interest in having faculty attend their meetings and in having a student government presence at Faculty Senate meetings. They meet weekly on Fridays at 12:15 in Egan 108. R. Gilcrist plans to attend an upcoming meeting. Senators expressed interest in have a student or two attend FS meetings at the beginning to give a report out.
 - L. Hoferkamp noted that the demolition work on the old NOAA facility is complete.
 - There is an increase in Title 9 reports this semester, which may be due to greater awareness.
 - The CARE team is reporting a high volume of student referrals, which is taking considerable more time and stressing their capacity. After discussion, R. Gilcrist will follow up with the CARE team and will draft a memo from FS in support of additional staff for student support services.
- VIII. Provost’s Report (TC 26:09) – Provost Carey’s written report is on the shared drive. It includes the list of faculty who received Digital Fellows awards this year.
- IX. IT Report (TC 27:19) – Cody Bennett’s written report is available on the shared drive.
- X. Center for Excellence in Learning & Teaching (CELT) report (TC 28:55) K. Henrickson gave an overview of Scholarship of Teaching and Learning (STL) and Instructional Design Network (IDN) events and updates:
 - (STL) Thursday, November 8, 1:00 – 3:00, J. Lamb will present on **Open Educational Resources 101** [Sitka Room 230 or by Google Hangouts to EL 103].
 - (STL) Friday, November 9, 12:00 – 12:30, will be the final meeting of the **Teaching Squares** groups [EL 103].
 - (STL) Friday, November 16, 12:00 – 1:00, E. Williams will present **Student Engagement Strategies for the University Classroom** [EL 103].

- (STL) Wednesday, November 28, 11:30 – 12:30, E. Wall and A. Neeland will lead a brainstorming session on **Embedded Tutoring** [EL 103].
- (STL) Spring Semester – Faculty Learning Community – J. Lamb will facilitate a meeting series on **Open Pedagogy** throughout the spring semester.

K. Henrickson noted the new **Assessment Toolkit** created by John Ingram in Sitka, which can be found from the assessment menu on the CELT STL website.

- (IDN) The Monday Morning Mentor series continues. Look for an email each week from M. O'Halloran regarding how to access the video available that week. All faculty, including adjuncts, should be receiving the emails.
- (IDN) The next Tech Tuesday will focus on **Creating Accessible Documents**. It will be held on November 13 from 2:00 to 3:00 in the CELT (EL 103) or via Blackboard Collaborate.

K. Hendrickson also reported that The **Digital Fellows** notifications have been made and the CELT review team provided recommendations to the provost to improve future application cycles.

CELT is preparing a survey to gather feedback on training needs and issues.

XI. Committee Reports

A. Faculty Senate (FS) Committees

- Undergraduate Curriculum (UGCC) (TC 39:15) – C. McKenna's written report can be found on the shared drive. After review and discussion of the proposals listed in the report, action was requested on the following Category A proposals:
 - **BIOL S111** and **BIOL S112**: Change descriptions and content to align across the UA system.
 - Create five new Occupational Endorsements: **Alaska Salmon Enhancement, Computer Aided Drafting Technician, Fisheries Management, Maritime and Multi Skilled Worker, and Scientific Diving.**
 - Create three new Occupational Endorsements to articulate with the Construction Technology Associate of Applied Science program: **Residential Construction – Exterior Finishes, Residential Construction – Framing, and Residential Construction – Interior Finishes.**

K. DiLorenzo moved to approve the slate of Category A approvals. J. Ward seconded. The motion passed with no objection.
- Graduate Curriculum Committee (TC 48:35) – K. DiLorenzo reported that three minor Category B proposals in Education programs are being reviewed. A proposal is being developed to allow graduate students in the MPA program to participate in the Legislative Internship program.
- RCA Research and Creative Activities (RCA) (1:22:16) – J. Powell shared three upcoming dates. Undergraduate Research and Creative Activity (URECA) request for funding are due December 3. The annual URECA Symposium is scheduled for Wednesday, April 10. The next RCA meeting is Thursday, November 29 at 8:30 am. Items being discussed in the committee include a planning tool for summer grant funded activities, the increasing cost of publication fees, compensation for mentoring student research projects, and web posting of the spreadsheet of faculty publications.
- Sustainability Committee (TC 1:27:23) – S. Nagorski reported that the committee is working the student club to present a session at the Power and Privilege Symposium on plastic pollution and the disparity of impact among societies. Reducing plastic waste on campus is a priority for the committee this year. K. Maier authored the committee's recent monthly Juneau Empire column on the Haines timber sale. The Tech Center is requesting clarity on what happens to the recycling that gets picked up at their building. Is it truly being recycled or is it just going to the dump? S. Nagorski will follow up with K. Mell of Facilities to find out what happens to the materials after pick up. S. Nagorski reported that loads contaminated with food and glass cannot be recycled.

B. Other/Shared Governance

- Provost's Assessment Committee (PAC) – Tabled.

- ii. Chancellor’s Advisory Committee on Equity and Cultural Safety (TC 1:33:10) – L. Vess reported that S. Neely is the faculty co-chair and Kiwana Sutton is the staff co-chair. That the first meeting has been held and the group set short and long-term objectives. M. Buzby suggested the group consider a formal communication channel to the Chancellor such as meeting minutes based on experience. R. Gilcrist will request committee reports from S. Neely for future meetings.
- iii. Master Plan Implementation Committee (MPIC) (TC 50:04) – L. Hoferkamp reported that the group met recently and reviewed the committee charge and revisions proposed by L. Hoferkamp and G. Wright. The committee charge document is on the shared drive. K. Maier and L. Hoferkamp are the faculty representatives to the committee, and V. Fredenberg attended the last meeting. Currently one student is on the committee but a request for a second student representative has been made.
 Discussion ensued regarding the MPIC committee charge. The committee charge states that the committee aims to be strategic in nature and not get involved with departmental level concerns. Senators would like to see a greater emphasis placed on building consensus among governance groups and increasing stakeholder participation, especially the ability to give input to proposed projects. The lack of stakeholder communication and participation in facilities projects last year was what prompted FS concern. L. Hoferkamp noted that the committee is an advisory group that makes recommendations to the chancellor. L. Hoferkamp will make edits to the current charge and circulate it for feedback from senators.
 L. Hoferkamp provided the list of UAS capital projects for FY 20 for senators to review and share with faculty. Comments on the project list can be sent to L. Hoferkamp. There will be another MPIC meeting before the end of the semester.
- iv. Regional Teaching & Learning Technology Roundtable (TLTR) (TC 1:35:20) – R. Gilcrist referred senators to the report on the shared drive. It is important that grades be submitted on time due to the December 21 major upgrade to Blackboard.
- v. Chancellor’s Strategic Enrollment Task Force (TC 1:35:58) – R. Gilcrist noted that information about this topic can be found in the president’s report.
- vi. Strategic Planning & Budget Advisory Committee (SPBAC) (TC 1:36:07) – H. Batchelder reported that student success was the focus of the recent meeting. The group wants to crosswalk SPBAC goals with the enrollment and retention plans, and focus on specific goals such as changing a question on the Student Ratings of Instruction to see if it results in a better response. They are considering other vendors than the McDowell group for future surveys. They also seek to clarify what “University Sponsorship” means for activities on and off campus such as events involving minors. Feedback to SPBAC from the senators included having faculty involved in developing the questions on the Student Ratings of Instruction since that tool is utilized in faculty evaluations, and finding another avenue to collect the data that is not related to course instruction.
- vii. Title IX (TC 1:42:08) – R. Gilcrist referred to the report and two related items from L. Klein on the shared drive. L. Vess delivered a petition from student government in opposition to the Board of Regents (BOR) proposed policy of placing a three-year limit on reporting past allegations of misconduct to R. Gilcrist. The petition currently has 48 signatures. After review of the petition and discussion, R. Gilcrist will prepare a memo of support from FS and a thank you letter to student government. The BOR will take action on the policy at the November 8 meeting.

XII. Old Business

- A. AK Native Graduation Requirement Update (TC 1:51:12) – R. Gilcrist lead a discussion about how to move forward with implementing this requirement for fall 2019. Three items on this topic (10, 10a, and 10b) are in the shared drive. The requirement document (10) includes proposed catalog language. The list of courses that could meet the requirement (10b) has been expanded. The timeline document (10a) outlines the milestones that need to be met. Whether Lance needs additional help to accomplish the tasks was discussed. Remaining tasks include:
 - course sequencing so students can graduate on time,
 - clarifying which of the eligible courses are offered by distance,
 - ensuring transferability of courses,

- having Student Learning Outcomes (SLOs) on file for all courses, and
- developing the review process for future courses to be added to the list.

B. Digital Tenure Files (TC 2:26:54) – R. Simpson expressed concern about the challenges Ketchikan and Sitka faculty face reviewing files this year, including having adequate time to review files and the inconvenience and expense of travel to conduct the review. The provost’s office continues to explore third party products that could be used for secure electronic reviews. Some files under review this cycle are being shipped between campuses to alleviate some of the challenges.

C. Title IX BOR Policy Memo to VP Layer – Tabled.

D. Minors on Campus – Tabled.

E. Faculty on Statewide Councils – Tabled.

F. Faculty on Board of Regents – Tabled.

XIII. New Business

A. Dual Enrollment Memo to Provost (TC 2:08:18) – The draft memo from FS to the Provost is available on the shared drive. R. Gilcrist has discussed it with the provost. Provost Carey understands the concerns of faculty, and wants to find ways to make it work since there is a movement in the state and nationally toward increasing dual enrollment offerings. There is a joint meeting of the Alaska Senate and House of Representatives Education Committee scheduled for November 13 that President Johnson, Dean Atwater, and school district representatives will participate in where dual enrollment will be discussed. Louisa Hayes is scheduling an opportunity for faculty to share their input with Dean Atwater on November 12. R. Gilcrist will create a Doodle poll to schedule a faculty group discussion dedicated to this topic before the end of the month.

B. Workloads and Service Review of Faculty by the President – Tabled.

C. Open access policy for UAS – Tabled.

XIV. Adjourn (TC 2:32:42) – L. Vess moved to adjourn the meeting. K. DiLorenzo seconded. The meeting adjourned by unanimous consent.