

University of Alaska Southeast Faculty Senate Meeting Minutes

September 6, 2019, 3:00 – 5:00 PM

Egan Library 211

In Attendance:

H. Batchelder, President	X
D. Noon, President Elect	X
R. Gilcrist, Past President	X
G. Sampson, College of Education	X
S. Nagorski, Natural Sciences	X
J. Hamilton, Business & Public Admin.	X
J. Markis, Sitka	

J. Fantasia, Career Education	X
R. Landis, Ketchikan	X
K. Krein, Humanities	X
K. DiLorenzo, Juneau	X
J. Ward, Library	X
D. Monteith, Social Sciences	X
K. Carey, Provost	

Guests: C. Bennett, K. Henrickson, C. McKenna, J. Powell

- I. **Call to Order (TC 0:34)**
- II. **Introductions (TC 0:39)**
- III. **Announcements (TC 1:24)**
 - a. A recent MOA between the university and the union rescinded the moratorium on promotion, tenure, review actions and annual activity reports. They are now due on September 26. The new MOA is on the shared drive. S. Nagorski has agreed to make her binder available to those up for fourth-year review, and to discuss the process with anyone interested. Contact the Provost's office if you wish to look at the binder. The Provost's Office also has a promotion binder (Piotrowski) and a promotion and tenure binder (Vess) for that purpose.
 - b. Vote on Arts/Humanities/Sciences recommendation results-UAS Faculty Senate supported the FA Resolution in support of the document. The recommendation is on the shared drive. *K. Krein and H. Batchelder will finalize after the meeting.*
- IV. **Approval of Agenda (2:28)** – *J. Hamilton moved to approve the agenda of the September 6 meeting. K. DiLorenzo seconded. The motion passed without objection.*
- V. **Approval of May 2019 Meeting Minutes (2:40)** – *J. Hamilton moved to approve the minutes of the May 3 meeting. J. Fantasia seconded. The motion passed without objection.*
- VI. **President's Report (TC 4:32)** – H. Batchelder's report can be found on the shared drive. Please review the report. Items will be reviewed in more detail later in the meeting (item XIII, New Business).
- VII. **Provost's Report (5:04)** – The Provost is travelling and did not submit a report.
- VIII. **IT Report (5:10)** – C. Bennett's written report can be found on the shared drive. He discussed the statewide restructuring and consolidation of IT services, and the uncertainty under which the department is operating. The restructuring effort is being led by the Chief Information Technology Officer out of Fairbanks. R. McDonald is the faculty representative to the restructuring committee.

Support for Windows 7 ends this year, so check to see if you need to update to Windows 10. The queue for updates is getting long, so be sure to submit your request if needed.

Zoom has been selected as the new video conference platform at statewide. Other video conferencing options are still available, but Zoom is going into wide spread use. UAS and UAA have not yet integrated Zoom into BlackBoard, but UAF has. The Teaching, Learning, and Technology Roundtable (TLTR) meeting is coming up, and this will be a topic of discussion. UAS

IT is waiting for the TLTR discussion about instructional use of Zoom before IT will encourage faculty to use it. Currently Zoom accounts are associated with an individual, which raises the question of what happens to the content when a faculty member leaves. Video Conferencing Services is scheduling trainings about Zoom. C. Bennett is also happy to provide trainings as needed.

He also noted that the department is short staffed on the engineering side, which is delaying support for those using the virtual environment.

- IX. **CELT Report (19:03)** – K. Henrickson noted that they hope to replace the position vacated by M. O’Halloran. The recruitment is on hold due to the current budget climate. They are relying on support from the Helpdesk for basic troubleshooting and from J. Ingman of the Sitka campus for more technical issues on a limited basis. Please send help requests to uas.celt@alaska.edu and they will be routed accordingly. The CELT faculty liaison position is still vacant. There are several professional development opportunities for faculty coming up.

The UAF eCampus is offering a six-week iTeach Online workshop. She suggests registering soon if you are interested. The deadline to apply is September 30.

A Teaching Squares opportunity will be offered again this semester. Last year’s participants found it valuable. The program involves forming small groups from different disciplines who observe the teaching methods of others to inform their own teaching. There is an introductory meeting on September 27 for anyone interested in participating.

The STEPS grant has funding to support faculty development. In October they will begin hosting topic themed lunch meetings with a content area specialist. Lunch will be provided.

Andrea Lunsford, a Writing Professor Emerita from Stanford, will be on campus October 15-17 through the Writing Center. CELT may sponsor a wider campus event during her visit. A private donor is sponsoring her visit.

X. **Committee Reports**

- a. **Undergraduate Curriculum (25:57)** – C. McKenna’s written report can be found on the shared drive. There are six Category A proposals for initial senate review today. Senate review is required because they are General Education Requirement (GER) courses. They will proceed to Curriculum Committee for an in-depth review if passed. The six classes are AKL S109, AKL S110, ANS S101, ART S263, BIOL S115, and BIOL S116. *J. Ward moved to approve the six proposals for initial senate review. K. Krein seconded. The motion passed with no objections.*

The committee met in August this year due to the high number of proposals that have already been submitted, and will meet again on September 20. C. McKenna noted that proposals submitted through the workflow (reviewed by department, chair, and dean) by the October 1 deadline will be scheduled for review this year. Proposals submitted after the deadline will be reviewed if time permits. C. McKenna and K. DiLorenzo sit on the statewide committee on curriculum along with other UA curriculum chairs and registrars. So far they are information sharing meetings about processes and structures. The GER committee chairs around the state will be discussing the Interstate Passport

program at their next meeting. Since UAS does not have a separate GER committee, Colleen will attend. She invited faculty who teach GERs to join her.

- i. PAC GELO (Provost's Assessment Committee on General Education Learning Outcomes): removal of Synthesis and Analysis & edit to Environmental and Community Engagement. *Tabled until next meeting.*

- b. **Graduate Curriculum (32:22)** – K. DiLorenzo reported that the committee has not met this year.
- c. **Research and Creative Activities (32:30)** – J. Powell reported that they are meeting on September 19. The amount proposed for this year's Undergraduate Research and Creative Activity Award (URECA) program is \$10,000. The committee has concerns that consolidation may limit our ability to apply for some types of funding streams.
- d. **Sustainability (33:24)** – S. Nagorski reported that the group will meet next Wednesday.

XI. Other/Shared Governance

- a. **Chancellor's Advisory Committee on Equity and Cultural Safety (33:34)** – *It is not known who is taking S. Neely's place on the committee during his sabbatical.*
- b. **Master Plan Implementation Committee (MPIC) (33:48)** – No report.
- c. **Regional Teaching & Learning Technology Roundtable (34:06)** – The group has not met.
- d. **Title IX Committee (34:14)** – No report.

XII. Old Business

- a. **Alaska Native Knowledge Graduation Requirement Update (34:18)** – The requirement is in the catalog. There is a blanket waiver of the requirement for transfer students from the UAA Education program on the shared drive. The College of Education has not heard back from the Department of Education (D. Ed.) about courses they have been asked to review for approval as Alaska Studies Courses for teacher certification. J. Lofthus is preparing a request to allow other D. Ed. approved courses to be used to fulfill the requirement.
- b. **Interstate Passport (35:40)** – The program is designed to make it easier for students who have completed their GERs at a participating institution to transfer to another member institution. Provost Carey supports joining. UAA is a member. Our faculty would have to work to determine how our courses would align. There is no cost to participate. *H. Batchelder will gather information about how long the process takes. Please discuss with your faculty and be prepared to vote on whether to pursue joining at the next meeting.*
- c. **Should the Provost Assessment Committee (PAC) become a permanent Faculty Senate committee? (44:20)** – The committee was created by the provost to develop learning outcomes for our GERs in preparation for accreditation. There remains a need for an annual assessment of General Education Learning Outcomes. If the committee were not part of Faculty Senate, the task would remain at the provost's office. *H. Batchelder will invite a member of the PAC to the next meeting to provide more information about the amount of work involved.*
- d. **Would Faculty Senate be willing to own the Power and Privilege Symposium? (48:25)** – Currently Student Government owns this event. *After brief discussion, there was consensus that Faculty Senate should be supportive of the students, but have Student Government retain ownership of the event.*

Also discussed: *H. Batchelder will encourage Student Government to send a representative to give a brief report at the beginning of Faculty Senate Meetings.*

XIII. New Business

President's report detail (50:49) – H. Batchelder highlighted the following from her report.

The UAS **Strategic Planning and Budgeting Advisory Committee (SPBAC)** met September 3. The Board of Regent's (BOR) will have an open comment opportunity on Monday September 9. The BOR meets in Anchorage on September 12 and 13. SPBAC will meet again on September 16. UAS had to cut \$2.5 million of unrestricted general funds from the budget this year. This has been done by attrition and reductions already taken. \$1.2 million came from academics and student services, and \$1.3 million came from administration and facilities. Instructional support services such as the Learning Center, Writing Center, and CELT are considered administration. If the current agreement between the governor and the President Johnsen is maintained, expect further cuts in the next budget year. Because of the cuts to statewide from the double appropriation, UAS is now paying statewide a proportional share for some services. Therefore, the double appropriation did not help us. This is the time of year we would typically be submitting our 2021 budget request. Alumni Relations is being centralized and Procurement is next.

Faculty Alliance meeting on August 30 (56:53) Vice President for Academics, Students, and Research Paul Layer attended the meeting. Institutional Research Directors are preparing student faculty ratios at the request of the state Office of Management and Budget. Expedited program reviews will occur between September and November. The review groups will be smaller but there is no guidance on how they will be selected.

(57:45) Faculty Alliance has sent a memo to the BOR and the president with concerns that shared governance is not being followed in the restructure process. The UAA Faculty Senate passed a resolution requesting a moratorium on administrative consolidations. They are considering a vote of confidence in the chancellors. They are also considering a meeting or retreat of past FS presidents from all three MAUs to gain insight from their wisdom. A Faculty Alliance Curriculum Task Force met on August 26. C. McKenna and K. DiLorenzo represent the two UAS curriculum committees on the Task Force, as described earlier.

The Faculty Alliance Chair Summary Statement on the program reviews and consolidations is included in the written report (enhanced shared governance, involve chancellors more in program reviews, more information on restructure).

(1:00:43) The **BOR's Academic and Student Services Subcommittee** met on September 5 and discussed UA structure and one accreditation. Members of the Northwest Commission on Colleges and Universities (NWCCU) shared information about the substantive change process and the feedback they are receiving from students. Some regents did not understand the difference between regional and specialized accreditations. A report on one accreditation is due to the legislature in December. *Faculty Senate may write up a set of questions to help document the substantive change process.*

The Alaska College of Education (AK COE) and the loss of CAEP accreditation by UAA were also discussed at the meeting.

Concerns about restructuring and how best for Faculty Senate to act as the process moves forward were discussed. Faculty Alliance meets on 9/20 and the chancellors have been invited.

- a. **Results of UAA survey sent to UAS faculty** – See document in shared drive.
- b. **Notes from FS meeting on July 19.** – Not discussed.
- c. **Faculty Alliance discussion items** – See President’s report detail above.
- d. **Budget/Restructuring Discussion- SPBAC 9/3-FA update-expedited program review-BOR 9/5 Academic and Student Services Subcommittee meeting** – See President’s report detail above.
- e. **Course block alignment update** – Not discussed.
- f. **Potential changes to Wilson Fund, CBA Fund, and Professional Development Funds (1:16:16)** –
 - i. Departmental Professional Development Funds (typically \$850) are currently frozen (at least in the AK COE) due to budget uncertainty.
 - ii. There is \$9,000 in the Wilson Fund (administered by the Provost’s Office) this year, which could fund six proposals of \$1500. This is much less than previous years.
 - iii. We should know the UAS portion of the CBA Article 15.9 Faculty Development funds (also administered by the Provost’s Office) on September 15. [Note: This is different from the Faculty Initiative Fund described at Article 15.10.]

Currently both Wilson and CBA are first come, first served with a cap of \$1500 per faculty member. The Provost is asking for Faculty Senate input in whether additional criteria should be added to the funds she administers (such as a competitive process, smaller cap, other limitations). *Please discuss with your faculty and be ready to take up at the next meeting.*

- g. **Provost Office-designate Provost Office authority to organize P/T committees. (1:19:05)** – (See shared drive for Guidance on Committee Constitution and Committees Memo.)

In the CBA [9.2.6.d. paragraph 2], peer review committees are supposed to be recommended by deans, directors, or designees. At UAS, the provost’s office has typically made the recommendations as they have a more complete picture of who is eligible to serve who matches the disciplines of those going up for review. The provost’s office has never been clarified as the designee for this task. It has been the designee for receiving the faculty review files for several years. *Does Faculty Senate support having the Provost’s Office become the official designee for recommending the committees in our Faculty Handbook?*

(1:27:33) Additionally, the senators discussed concerns with the recent UA survey and potential communication of those concerns. *G. Sampson moved to file a protest with the Institutional Review Board of the survey. K. Krein seconded. There were no objections.*

- XIV. **Juneau Business (1:33:11)** – None.

XV. **Adjourn (1:33:40)** – *K. Krein moved to adjourn the meeting. K. DiLorenzo seconded. The motion passed without objection. The meeting adjourned at 4:33 p.m.*