

## University of Alaska Southeast Faculty Senate Meeting Minutes

November 01, 2019, 3:00 – 5:00 PM

Egan Library 211

In Attendance:

H. Batchelder, President	X
D. Noon, President Elect	
R. Gilcrist, Past President	X
G. Sampson, AK College of Education	X
S. Nagorski, Nat. Sci. Dept.	X
J. Hamilton, Business & Public Admin. Dept.	X
J. Martin, Sitka Campus	X

J. Fantasia, Career Education	X
A. Ziegler for R. Landis, Ketchikan Campus	X
K. Krein, Humanities Department	X
K. DiLorenzo, Juneau Campus	
J. Ward, Library	X
D. Noon for D. Monteith, Social Sciences Dept.	X
K. Carey, Provost	

Guests: T. Lee, C. McKenna

**I Call to Order** (TC 0:50)

**II Introductions** (TC 0:53)

**III Announcements** (TC 1:20)

- a) **Clery and Title IX Training for Faculty: Internships and Field Trips** – H. Batchelder noted that C. Parkey is unable to attend due to jury duty. His Clery training presentation for Campus Security Authorities (CSAs) can be found in the shared drive and has been emailed to all faculty. Faculty become CSAs when they take students off campus. The training covers faculty responsibilities for reporting crimes for student or campus activities outside of the classroom.
- b) **Consolidation of some back office services may be placed on hold** – Some of the efforts to consolidate are on hold to see what lessons can be learned from the Human Resources and other service consolidations.
- c) **Midterm grades** – Please post mid-term grades for your students at UAOnline. The EAB group recommends this as a strategy to help with retention. It also helps students who need to withdrawal from a class. Today is the drop deadline.

**IV Approval of Agenda** (TC 03:18) – *J. Fantasia moved to approve the agenda. J. Ward seconded. The motion passed with no objections.*

**V Approval of October 2019 Meeting Minutes** (TC 03:35) – It was noted that R. Gilcrist attended the prior meeting as the senator for Career Education. J. Martin noted that he serves as the Sitka representative this year, and the meeting roster should be updated accordingly. *J. Hamilton moved to approve the previous meeting minutes. G. Sampson seconded. The motion passed with no objections.*

**VI President’s Report** (05:18) – H. Batchelder referred to her written report on the shared drive.

- The budget is a priority at all meetings she attended this month. UAS will need to cut 2.5 to 2.8 million dollars. The provost welcomes cost cutting ideas and you may email her with any suggestions. Faculty positions will need to be eliminated to meet such a large cut and program reviews are underway to look for efficiencies. The list of program reviews can be found in the

report. Tenured faculty lines will be looked at last, after adjuncts and term positions. Suggestions for enhancing revenues in addition to cutting expenditures are welcome.

- Program reviews are underway and faculty are encouraged to look at ways to offer courses or structure programs to build enrollments numbers.
- There was a Board of Regents (BOR) meeting on October 28 about the correspondence with the Northwest Commission on Colleges and Universities (NWCCU). H. Batchelder sent the Faculty Alliance resolution regarding proposed changes to BOR policies to the chair of the Juneau Campus Advisory Council. He will discuss it with the council and make a decision before the November 7 BOR meeting about whether to support the resolution. H. Batchelder, D. Noon, and Faculty Alliance chair M. Williams will attend that meeting. The meeting is being presented as a facilitated workshop about shared governance.
- The president has given funds to the UAF eLearning program to create a statewide dual enrollment program that has recruited over 100 students. P. Layer has about \$100,000 left to support dual enrollment around the system. Provost Carey supports putting together a task force to explore how to work together to support dual enrollment around the state.
- The compensation study is complete, and pay increases for equity are going into effect.
- A Faculty Alliance resolution regarding revising BOR policies to clarify the authority of chancellors is on the shared drive.
- A. Bult-Ito will be on campus Monday to provide training on shared governance. Teleconferencing information will be provided when available. It will be held in the Lecture Hall starting at 5:45. Food will be provided and a membership meeting will follow the training session.

**VII Provost's Report (24:20)** – Provost Carey is travelling to Sitka to meet with staff and faculty in light of Director Gordon's resignation. Her written report can be found on the shared drive.

**VIII IT Report (24:42)** – C. Bennett is unable to attend due to illness. His written report will be added to the shared drive next week.

**IX CELT Report (24:48)** – K. Henrickson's written report is on the shared drive. Two trainings are scheduled this month to learn about using Zoom, the video conferencing platform the university recently adopted.

## **X Committee Reports**

### **a) Undergraduate Curriculum (TC 25:05)**

- i) Courses** – C. McKenna's report on the shared drive includes the following Category A proposals for initial senate review.

**Associate of Arts:** Add emphasis in Northwest Coast Arts to Associate of Arts degree.

**ENVS S475 Field Studies in Environmental Science:** Create new field course.

**Behavioral Health Assistant, OE:** Create new occupational endorsement, along with the following three new courses for the program:

- **HUMS S101 Introduction to Behavioral Health Practice**
- **HUMS S135 Beginning Therapeutic Interventions**

- **HUMS S180 Introduction to Addiction, Trauma, and Crises.**

**RUSS S101 Beginning Russian I:** Deactivate course (GER).

**RUSS S102 Beginning Russian II:** Deactivate course (GER).

C. McKenna noted that the designator HUMS was selected to align with Human Services courses offered at UAA. *J. Fantasia moved to approve the eight proposals for initial review. K. Krein seconded. The motion passed with no objections.* The proposals will move to Curriculum Committee for detailed review.

C. McKenna noted that the committee approved edits to the Curriculum Committee Quick Reference Handbook, and recommends that Faculty Senate approve it as well. *No objections were noted.*

- ii) **Provost's Assessment Committee (PAC) on General Education Learning Outcomes (GELOs): Removal of 'Synthesis and Analysis' and edits to 'Critical Thinking' and 'Environmental and Community Engagement' GELOs.** – C. McKenna referred senators to the document proposing the changes from March 2019. The changes were requested by the committee and are discussed in their May report. The edits to the fifth GELO were made in consultation with the Chancellor's Advisory Committee on Alaska Native Education. *G. Sampson moved to accept the committee's suggested revisions. J. Fantasia seconded. The motion passed on a roll call vote with three abstentions.*

Concerns were subsequently raised about the removal of the Synthesis and Analysis GELO.

C. McKenna will put the PAC report that suggested the change on the shared drive. Senators can bring this forth as an action item again if there is sufficient interest from faculty.

- b) **Graduate Curriculum – Only faculty may submit curriculum (TC 43:37)** – There was a recent problem with a dean submitting curriculum proposals. If you are aware of any administrators working on curriculum, please remind them that only faculty may submit proposals.

Heather will place a UAA Graduation Council Resolution about **Graduate Faculty** status on the shared drive. She drafted a UAS version based on it. *Please review those two documents and discuss with your faculty prior to the next meeting.*

- c) **Research and Creative Activities** – No report.
- d) **Sustainability (TC 46:50)** – S. Nagorski's report is in shared drive. The committee wants to showcase UAS sustainability efforts more prominently on the website as a recruitment strategy. They are collecting information to include and want to ensure that efforts at all campuses are represented. The monthly Juneau Empire articles continue. They plan a walking session during the Power and Privilege Symposium. J. Martin suggested the committee reach out to Greg George on the Sitka campus as a key sustainability contact.

## XI Other/Shared Governance

- a) **Chancellor's Advisory Committee on Equity and Cultural Safety** – No report.
- b) **Master Plan Implementation Committee (MPIC)** – No report.
- c) **Regional Teaching & Learning Technology Roundtable (TLTR)** – No report.

- d) **Title IX Committee** – No report.

## XII Old Business

- a) **Alaska Native Knowledge Graduation Requirement (ANKGR) Update** (TC 50:00) – H. Batchelder explained that the action taken at the last meeting to expand the courses allowed for this requirement for Alaska College of Education (AK COE) program students was based on misinformation about the Department of Education and Early Development (DEED), and AK COE would like the language to revert to the current catalog description. This is because DEED does not have a course review process that meets the intent of the ANKGR. *G. Sampson moved that the ANKGR changes approved at the previous meeting be disregarded. J. Fantasia seconded. The motion passed unanimously on a roll call vote.*
- b) Committee needed for **Interstate Passport - update** (TC 56:17) – *J. Ward moved that UAS adopt the Interstate Passport. K. Krein seconded. The motion passes on a roll call vote with one abstention.* Some Social Science faculty have concerns about the program.
- c) **English Placement Testing** (TC 59:28) – R. Simpson, T. Lee, and G. Sampson have worked on this request from last meeting, and an updated proposal for placement into writing courses based on GED scores is in the shared drive. *G. Sampson moved that the proposal be adopted. J. Fantasia seconded. The motion passed unanimously on a roll call vote.*
- d) **Dual enrollment – Task Force** (TC 1:01:05) – H. Batchelder referred to the charge to the dual enrollment task force document on the shared drive from the provost. She elaborated that UAA and UAF have expanded their dual enrollment offerings and Provost Carey is looking to put together a task force to study how UAS should move forward to enhance dual enrollment options. Please discuss with your faculty and see if they are interested in this service opportunity. The task force is expected to have representatives from Education, Arts & Sciences departments, Career Education, Sitka, and Ketchikan. Senators discussed various dual enrollment offerings and models of dual enrollment. Please email or bring your suggestions for faculty for the task force to the December meeting.
- e) **Graduate Faculty Status** (TC 1:10:10) – Discussed briefly at Graduate Curriculum Committee and will be discussed at the next meeting.

## XIII New Business

- a) **Petition for refund process** – (1:10:31) – T. Lee outlined the current catalog policy that states that requests for a refund for a dropped class beyond one academic year will not be considered. The petition committee would like to see that amended to allow them to be considered after one year under special circumstances. An example of a special circumstance would be to help a student who was overwhelmed by a Title IX situation. This was brought before Executive Cabinet who recommended the decision be made by Faculty Senate. *K. Krein moved to allow this policy change. J. Fantasia seconded. The motion passed unanimously on a roll call vote.*
- b) **New PCO procedure being implemented** – (TC 1:13:57) Postponed until next meeting.

**c) Course Evaluation Form** (TC 1:14:05) – A. Triplett has requested having a question added to course evaluation forms about the tutoring and writing centers. Senators requested a draft question that they could review. G. Sampson will reach out to the A. Triplett and A. Neeland to discuss if there are other ways to better collect that data. *Please discuss with your faculty and plan to discuss this and possibly vote on it next time.*

**XIV Juneau Business and Other Concerns** (TC 1:20:30) – Faculty discussed Title IX and Clery training and compliance. The CAEP accreditation site visit for education programs is next week on the Juneau campus.

**XV Adjourn** (TC 1:25:00) – *G. Sampson moved to adjourn the meeting. J. Hamilton seconded. The meeting adjourned by unanimous consent.*

**XVI Faculty Discussion**