

**University of Alaska Southeast
Faculty Senate Meeting
Minutes
September 3, 2021 3-5PM (via Zoom)**

President – A. Dewees	X		Juneau Campus – B. Blitz	X
Past President – D. Noon*	X		Ketchikan Campus – A. Ziegler	X
President Elect – J. Ward**	X		Library – J. Ward**	X
Business & Public Administration – M. Boyer	X		Natural Sciences – M. Buzby	X
Career Education – N. Voelckers	X		Sitka Campus – K. LaBounty	X
Education – H. Batchelder	X		Social Sciences – D. Noon*	X
Humanities – X'unei Lance Twitchell			Interim Provost – M. Haavig	X

Recorder: A. Parrish

Guests: T. Brown, D. Cox, R. Gilcrist, L. Hoferkamp, K. Quick

- I. Call to Order (TC 2:15)
- II. Brief introductions of Faculty Senators and guests (TC 2:40)
- III. Approval of Agenda as updated *SSD (TC 6:50) – *B. Blitz moved to approve the meeting agenda. K. LaBounty seconded. The motion passed without objection.*
- IV. Approval of May 7 Meeting Minutes *SSD (TC 7:18) – *D. Noon moved to approve the prior meeting minutes. B. Blitz seconded. The motion passed without objection.*
- V. New Business
 - a. Undergraduate Curriculum Committee (UGCC) Category A Curriculum Proposals (*SSD - See the UGCC report in the Shared Drive) (TC 7:50) – D. Cox noted that there are four Category A Proposals for Initial Senate Review today. Currently, Category A proposals are reviewed by Senate prior to UGCC review. After this initial Senate review, UGCC conducts a detailed review and forwards proposals back to Senate with recommendations for final approval. He noted that there is an FAQ Document under development to aid faculty members preparing proposals, and feedback on that document is welcome. He expects it to become a web page on the UGCC site.
 - **CHEM S325 Organic Chemistry II.** Category A. New course. (Hoferkamp)
 - **HIST S300 Historiography and Historical Methods.** Category A. Update prerequisites. (Noon)
 - **SOC S101 *Introduction to Sociology.** Category A. General Education Requirement (GER). Update course description. (Urquhart)
 - **SOC S201 *Social Problems and Solutions.** Category A. GER. Update course description. (Urquhart)

N. Voelckers moved to accept the four proposals for first reading. K. LaBounty seconded. D. Cox provided an overview of the flow of curriculum proposals and the categories that require Faculty Senate input. He noted that updates are needed to the Curriculum Guide in the Faculty Handbook. A. Dewees noted the importance of getting proposals submitted with the involvement of all needed parties prior to the October 1 deadline. The four proposals passed first Faculty Senate reading without objection.

- b. Approval of Faculty Initiative Fund (FIF) document *SSD (TC 25:05) – A. Dewees led a review and discussion of the FIF Request for Proposals and Rubric Draft documents. The

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members of Faculty Alliance have reviewed them, and there is a short turnaround time for each Faculty Senate to approve them. She is hoping for a general indication of support from senate to allow the documents to be sent to faculty in time to allow them to apply for the funds. Senators discussed the history and intent of the FIF. *N. Voelckers moved to approve the documents. H. Batchelder seconded. The motion passed with no objections.*

- c.** BOR policy revision (06.d comments due Sept. 9) (TC 34:15) – A. Dewees noted that there are proposed changes regarding remote work/teleworking (*SSD) that can be changed with only 30 calendar days’ notice. Faculty discussed how much the changes might affect faculty work. D. Noon served on a committee that reviewed the existing policies in light of the pandemic leading to many staff abruptly working from home. How the policies relate to the Collective Bargaining Agreement (CBA) was discussed. After discussion, no action was taken with regard to the policies.

VI. Discussion Items & volunteer opportunities

- a.** Confirming COVID Task force, MPAC (formerly MPIC), and other faculty governance representatives *SSD (TC 53:30) – A. Dewees referenced the meetings she now attends in her role as FS president, and offered the opportunity to attend the regular meetings of the UAS COVID Task Force if anyone is interested in attending and reporting back to senate. She will continue to attend unless anyone else wishes to. A representative is needed on the Master Plan Advisory Committee. That group requires a faculty co-chair. The Master Plan is about to be updated. Questions were raised about whether it is a Juneau specific role. L. Hoferkamp is interested but not able to balance that while also serving as the UNAC Org VP.
- b.** Calendar start date consideration *SSD (TC 1:00:35) – On the shared drive there is a request from Ketchikan faculty to advocate for a later start date for the academic calendar with information about why this would be beneficial to their students. Sitka faculty also have expressed support for this idea. M. Buzby serves on the Common Calendar Committee. She provided recent history of the calendar development, and some of the factors that need to be taken into consideration. Senators are asked to discuss this with their faculty to gauge if there is interest in pursuing this further.
- c.** Volunteer reviewers for the Faculty Initiative Fund (TC 1:07:45) – The FIF will need faculty volunteers to serve as reviewers. Reviewers should not be submitting proposals. Please email names to A. Dewees.
- d.** BOR policy revisions *SSD (TC 1:09:15) – There are other policy revision documents for review in the shared drive. They have later comment deadlines than those related to the draft telework revisions previously discussed.
- e.** Goals and Measurements document input https://drive.google.com/file/d/1ocRcT_GFvrU6LEQrHYLWJckCeRTg89H/view (TC 1:09:45) – A. Dewees reviewed some of the concerns of Faculty Alliance with this document and the process for developing it. Of particular concern are the metrics related to ‘Academic Excellence and Student Success’ and ‘Grow our World Class Research’. There is a very short timeline for faculty to have input to develop these metrics. Faculty volunteers are being sought to work with UAA and UAF faculty through Alliance to create

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the metrics. M. Haavig noted the importance of having the Goals and Measures align with Accreditation.

The Research and Creative Activity Committee could be asked to name a faculty member to help with the ones for that goal. Feedback was solicited regarding how to select faculty volunteers for the other set of metrics. Faculty voiced concerns about the existing goals and measures document and the process for developing it. No objections were noted with regard to asking the RCA group to name a faculty member to serve. Senators were asked to connect with their colleagues for volunteers to help develop the other set.

- VII.** Q&A Faculty Senate President's Report *SSD (TC 1:29:00) – A. Dewees's written report is on the shared drive.
- VIII.** Q&A Interim Provost's Report *SSD (TC 1:29:23) – M. Haavig's written report is on the shared drive.
- IX.** IT Report *SSD (TC 1:29:40) – C. Bennett's written report is on the shared drive. Please note that Multi Factor Authentication (MFA) will be required soon, although the exact deadline is not yet determined. This will increase security but require additional effort.
- X.** CELT Report *SSD (TC 1:33:02) –T. Brown gave an overview of [the fall programs on the CELT calendar](#). Tech Toolbox Tuesdays will highlight specific tools and practices. Please reach out with any needs, and let your faculty know of these opportunities.
- XI.** Committee Reports
- a.** Standing Committees (TC 1:35:52) Aside from UGCC, committees have not yet met this year, and have no reports.
 - i. Undergraduate Curriculum *SSD – See item a. under New Business above.
 - ii. Graduate Curriculum (First meeting will be on 9/15) Chair – L. Richardson
 - iii. Research and Creative Activities (First meeting will be on 9/13) Chair – K. Meister
 - iv. Sustainability (First meeting will be on 9/3) Chair – H. Pearson
 - b.** Other/Shared Governance
 - i. Title IX Advisory Committee (TC 1:36:10) – A. Dewees noted that E. Wall is the faculty representative to this committee, but did not receive the proposed BOR policy revisions.
 - ii. Dual Enrollment *SSD (TC 1:36:45) – There is an update from M. Haavig on the shared drive.
- XII.** Announcements
- a.** Faculty deadlines (annual report, T&P materials, etc.) (TC 1:37:12) – (SSD – A document of key deadlines has been added to the shared drive.)
 - b.** Other (TC 1:37:20)
 - Piotrowski is chairing the provost search and A. Ziegler and H. Batchelder are on the committee.
 - The monthly report on the status of Wilson and CBA professional development funds available is in the shared drive. The provost's office will send an email to all full time faculty about the availability of those funds.

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- XIII.** Final thoughts (does this agenda organization work?) and Adjourn (TC 1:40:15) – A. Dewees announced that K. Quick, the Contract Manager for United Academics, would be providing a union update after the meeting. *K. LaBounty moved to adjourn the meeting. B. Blitz and J. Ward seconded. The meeting adjourned at 4:39.*
- XIV.** UNAC Update (Kate Quick)