

University of Alaska Southeast

Faculty Senate Meeting

Minutes

April 1, 2022 3:00 – 5:00

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

Guests: Dr. Keith Criddle (UAF—Master’s in Marine Policy), D. Cox, T. Lee, L. Medenica, L. Richardson

(Note: *SSD means, "see shared drive".)

I. Call to Order – (TC 2:46)

II. Brief introductions of Faculty Senators and guests – (TC 2:50)

III. Approval of Agenda *SSD – (TC 3:30) – N. Voelckers moved to approve the agenda. B. Blitz seconded. The motion passed with no objections.

IV. Approval of March 4, 2022 Meeting Minutes *SSD – (TC 3:55) – B. Blitz moved to approve the prior meeting minutes. J. Ward seconded. The motion passed with no objections.

V. New Business

a. Graduate Curriculum Committee proposal (Master’s in Marine Policy (please see Faculty Senate Drive)) [Proposal has met all requirements outlined in UAS 3/4/22’s process for consideration.]

(TC 5:20) – L. Medenica and K. Criddle are the program coordinators. K. Criddle explained the rationale behind the changes that have been made since it was first reviewed. After questions and discussion, *J. Ward moved to approve the proposal. B. Blitz seconded. The proposal was approved by a Zoom chat vote.*

b. Undergraduate Curriculum proposals *SSD and CourseLeaf (David Cox)

(TC 15:38) – D. Cox noted that there is just one Category A program proposal under consideration for final Faculty Senate Review today. He will submit an informational list of this year’s Category B and Category C proposals at the May meeting.

Elementary Education, B.A. Major edits to align with CAEP accreditation, and to align with a new articulation agreement with UAA. The proposal has had Program Learning Outcomes added. (Lofthus)

K. LaBounty moved to approve the proposal for final FS review. N. Voelckers seconded. The proposal passed second FS reading.

Many current committee members will continue to serve next year. The membership of the AY 23 UGCC is as follows:

Chair:	D. Cox II (final year of three year term)
Business & Public Administration:	P. Schirmer
Career Education:	S. Feero (pending confirmation)
Education:	S. Andrews
Humanities:	L. Zacher
Ketchikan:	J. Brown
Library:	K. Henrickson
Natural Science:	C. Bergstrom
Sitka:	T. Bell
Social Science:	D. Monteith

c. Announcement about Senator elections and FSP nominations

(TC 18:45) The membership for next year's Faculty Senate is below. So far there is one candidate for President Elect. G. Wright has expressed interest in serving. He is currently on sabbatical leave but an election can be held since we have a candidate. The Juneau campus senator election is wrapping up. The upcoming President Elect vote will include a preference vote regarding fall convocation.

President:	J. Ward
Past President:	A. Dewees
President Elect:	<i>(Pending Election – G. Wright nominated)</i>
Business & Public Administration:	M. Boyer
Career Education:	N. Voelckers
Education:	B. Hartley
Humanities:	A. Dewees
Juneau:	L. Twitchell
Ketchikan:	A. Ziegler
Library:	J. Lamb
Natural Science:	L. Hoferkamp
Sitka:	J. Liddle
Social Science:	D. Noon

d. Follow-up conversation about Disability Accommodations with Jenny Malecha and Carrie Kline (Disability Services (DS)), including those related to attendance [COURSE DELIVERY?]

- **ADA requires access, but accommodations don't ensure success.**
- **Question from DS (*SSD): Trainings aren't well-attended. What would be a better way to communicate UAS' responsibility under the ADA/504 and Faculty's responsibility for providing accommodations? What is the best way to communicate with faculty on changes/updates to procedures/best practices?**

With adjunct faculty? [Disability Service recordings? Specific trainings for individual departments/programs/campuses?]

- Question from DS: How do faculty currently interact with students receiving an accommodation? DS wants feedback on how to improve student responsibility/accountability.
- If a faculty member thinks that the accommodations listed in the letter are a fundamental alteration or if they have other concerns it is the faculty member's responsibility to contact the DS office to discuss and come up with alternatives. (There is a process if Faculty/DS don't agree that an accommodation is a fundamental alteration).
- If a faculty has concerns or frustrations please contact DS by phone. Email is part of the DS record so please be objective.
- All students sign an "Agreement for Flexibility on Attendance or Due Dates on Assignments or Exams." The language on the form allows faculty to arrange an alternate plan: *Your student has requested a disability-related accommodation of flexibility with attendance policies. Student or DS staff will contact you when attendance accommodation is needed due to a disability flare up. DS understands that there is an attendance requirement for learning objectives in your course. If you would like to arrange an alternate plan to accommodate flexibility with attendance, please contact DS at 796-6450 within 3 business days to discuss the proposed accommodation, the class structure, and the learning objectives of the course. DS is happy to engage in an interactive process to ensure that modifications made are reasonable and do not fundamentally alter your course objectives. Your input in this process is important.* This accommodation is only given if the student has an episodic disability. It is not retroactive unless there are extenuating circumstances and the student's request for flexibility needs to be reasonable and in advance of the missed class or due date. Please call DS if a student is misusing this accommodation. (*SSD)
- DS will be implementing a new process called Accessible Learning Management (AIM) (hopefully starting in Fall 2022). Through AIM students will generate faculty notification letters outlining accommodation that they will need for each semester. The student will select which accommodations to request based on their individual accommodation eligibility and their accommodation needs for each class. UAA uses AIM and DS will likely use their template (which has formal/legal language) for Faculty Notification Letters. DS meets weekly with UAA/UAF DS and is working to standardize processes and procedures to better serve students and improve compliance.
- DS numbers are up (114 students for fall), students are better advocates, and their needs are more complicated. The Dean of Students/DS responds to any student grievances.
- ADA/504 provides guidance but changes and best practices are mostly based on case law and guidance from General Counsel (legal).
- "Undue burden" is at the institutional level (in our case that would be UA). DS has stated that they want to work with faculty to find a way to provide the required accommodations. This is a good conversation point for faculty: does

the amount of extra labor required merit inclusion on the faculty workload in some cases?

- **DS has to consider all student requests and consider modifications to policy as part of the individualized assessment and interactive process with students.**
- **DS strongly recommends including the accessibility statement in your syllabus. It is very helpful for the accommodation process when faculty communicate orally and in writing classroom policies and practices concerning attendance, grading, examination formats, extensions, office hours, and helpful resources so that students can determine what accommodation they may need in a particular class.**
- **If a student requests an accommodation directly from you please refer them to DS, preferably in an email so we have documentation that they were referred to DS. It is strongly advised that faculty members do not give informal accommodations to a student who identifies as having a disability.**
- **Please contact DS at any time. It's ok to push back. Improved communication will help everyone and it's helpful for DS to know what is confusing/frustrating.**

(TC 22:50) – A. Dewees reviewed the information she has received through discussions with J. Malecha and C. Kline. She emphasized that the number and complexity of requests are increasing at UAS as they are nationwide. It is helpful to communicate via phone with the DSS staff since emails become part of case records. Please be sure to discuss DSS items with your faculty so that they know senate is concerned about the workload issues related to increased requests. It will be discussed further at the May meeting. There is a related CELT training coming up as well. Please share the detailed agenda information with your faculty.

e. (Removed per email from Lori Klein 3/30/22) TOEFL substitution request

(TC 42:35) This topic may come back next year.

f. Faculty Handbook changes, Part 1

i) Does Faculty Senate approve adding UAS' land acknowledgment to the handbook? [<https://uas.alaska.libguides.com/LandAcknowledgments#s-lg-box-27893871>],

ii) Does Faculty Senate recommend to the graduate and undergraduate curriculum committees that they change the word “remedial” in descriptions about undergraduate and graduate curriculum (pages 62 & 66),

iii) Does Faculty Senate support adding any of the following to the section about the course syllabus (page 34):

- a) A suggestion to include a link to the University of Alaska's nondiscrimination statement (<https://www.alaska.edu/nondiscrimination/>),**
- b) A statement that “instructor pronouns are welcomed,” &**
- c) A statement that “the inclusion of the UAS land acknowledgement is welcomed”**

(TC 42:45) – Senators voted on each item via Zoom chat, and approved making all of the Part 1 changes (listed above) to the handbook.

g. Faculty Handbook changes, part 2 (please see the Faculty Senate Drive). Please review the remainder of the handbook and we will vote on these at the May meeting.

(TC 49:30) – A. Dewees asked senators to review the remaining changes and be prepared to vote on the revised handbook at the May meeting. It was noted that ‘track changes’ interferes with the formatting of the document, but the formatting will be cleaned up when the content changes have been approved and accepted.

i. [DIFFERENT THAN EMAILED VERSION ABOUT H – EXP PROGR] Annual Program review template revisions (*SSD), the group will be meeting to discuss the 5-year program template in April. (Colleen McKenna, Beth Hartley, Chris Hay-Jahans, Joel Markis, and Kevin Krein are on the committee).

(TC 50:52) – A. Dewees asked senators to review the revised template. An error was noted with regard to the Assessment Plans. They do not need to be updated each year (just reviewed), so the word “annual” should be removed. Therefore it should just read “Program Assessment Plans”. *A. Ziegler moved to approve the revised template with the word “annual” removed from the Program Assessment Plans. L. Twitchell seconded. The motion passed on a Zoom chat vote.*

j. Items from retention and recruiting committees – Brian Blitz and Rosemarie Alexander-Isett

(TC 55:38) – A. Dewees shared information on behalf of R. Alexander. The recruitment committee meets twice per month and has been reviewing data. They note that 25% of our Dual Enrollment students re-enroll and that 19% of those students enroll in a program. B. Blitz serves on the retention committee. They met on March 21 and will meet again on April 7. They are working on an inventory of retention efforts, and examining which should be changed, removed, added, or retained.

k. Would faculty senate like to put forth faculty names for the UAS Chancellor search committee at the May meeting? (Chancellor Carey stated her intention to retire in summer of ’23. President Pitney will be determining the timeline and the committee membership)

(TC 58:18) – A. Dewees suggested that Faculty Senate be proactive and put together a pool of faculty members who would be willing to serve on a search committee. The importance of having an Alaska Native faculty member was voiced. L. Twitchell would be willing to serve.

l. Vote of no-confidence (Spike the Whale)

(TC 1:01:21) – Whale, this is awkward! April Fools!

VI. Old Business

a. Face-covering policy survey

(TC 1:03:24) –The results of the survey are in the shared drive. There will be a policy update announcement soon.

b. BUDGET (Non-resident tuition surcharge announcement; UNAC and Alliance analyses)

(TC 1:03:50) – The UNAC analysis of the budget is in the drive. Next fall, distance classes will no longer have a non-resident tuition surcharge in Juneau. Ketchikan has already been doing that. A. Dewees noted that the Board of Regents has an Ad Hoc committee looking into tuition, and that current tuition policy can be found at [Chapter 05.10](#). *[Subsequent note added during 5/6/2022 meeting: The intent to remove the surcharge remains, but the timeline is pushed back, and will not likely occur in the fall as previously expected.]*

c. Would faculty governance like to communicate any perspective about expedited program reviews?

d. Would faculty governance like to communicate any perspective about committee appointments?

(TC 1:10:25) – A. Dewees noted that the Faculty Handbook has some guidance with regard to item d (committee appointments), and she welcomes any thoughts from faculty with regard to expedited program reviews.

VII. Discussion Items & volunteer opportunities

(TC 1:11:02) – J. Ward announced that the annual UAS Author’s Reception will be held on April 22 starting at 5:00 at the Noyes Pavilion. It will be a casual, brief get together around the fire. Please make sure she has your information if you have published anything this year.

VIII. Q&A Provost’s Report (M. Haavig)

(TC 1:13:50) – M. Haavig will email out the schedule for the accreditation site visit when it is completed by NWCCU and the team.

IX. IT Report

1. CELT Report *SSD – (R. Gilcrist)

(TC 1:14:15) A. Dewees noted that the report is in the shared drive. A CELT representative is still needed for next year as R. Gilcrist is stepping down. There is workload credit associated with the assignment. Please also see the link in the ‘Announcements’ section below for a description of the responsibilities.

X. Committee Reports

a. Standing Committees

i. Undergraduate Curriculum (D. Cox) – SSD

ii. Graduate Curriculum (L. Richardson) – see above about Master’s in Marine Policy

**iii. Research and Creative Activities (K. Meister) -- URECA Symposium
2022 Wednesday, April 20, 2:30-5:00 pm**

(TC 1:15:10) – A Zoom link will be sent out prior to the event.

iv. Sustainability (H. Pearson shared committee recommendations to MPAC)

v. Title IX

b. Other/Shared Governance

i. UAS Strategic Plan update?

(TC 1:18:44) – Nothing is available at this time.

XI. Announcements

a. Facilities requests that we use the form on their page for maintenance issues.

b. Please announce committee and Senate representatives for next year:

(TC 1:20:04) – (Note: Faculty Senate membership for the upcoming year can be found at item c. under ‘New Business’.)

Common Calendar Committee: Kathy DiLorenzo

Master Plan Implementation Committee: (Representative still needed)

(TC 1:15:20) – Please be sure to weigh in on the Master Plan at https://uas.alaska.edu/facilities_services/master-plan.html. The Sustainability Committee has proposed a greenhouse be added.

CELT Liaison: ?

https://docs.google.com/document/d/1YH4iHLOp9cdv3bcA6DjqEsW0VR4b_IQg7a2adiGUjK0/edit

Statewide Cyber Security Review (Faculty Alliance—workload comment):

(TC 1:21:20) – J. Ward noted that S. Feero is interested in the security review committee.

XII. Final thoughts and Adjourn

(TC 1:22:01) – *B. Blitz moved to adjourn the meeting. L. Twitchell seconded. The meeting adjourned without objection.*

XIII. Faculty Conversation