

**University of Alaska Southeast
Faculty Senate
Notes**

September 2, 2022
3-5 pm, Library 211 and via Zoom

President, Jennifer Ward*	x	Juneau Campus, X'unei Lance Twitchell	x
Past President, Andrea Dewees**	x	Ketchikan Campus, Ali Ziegler	x
President-Elect, Glenn Wright*	x	Library, Jonas Lamb	x
Business / PADM, Mike Boyer	x	Natural Sciences, Lisa Hoferkamp	x
Career Education, Neil Voelckers	x	Sitka Campus, Joe Liddle	x
Education, Beth Hartley	x	Social Sciences, Dave Noon	x
Humanities, Andrea Dewees**	**	Provost, Maren Haavig*	

Academic and Faculty Affairs Coordinator, Anita Parrish*

Guests: J. Dumesnil

*=Non-Voting info: President votes only to make or break a tie. Past-President and President-Elect do not vote. Provost does not vote. Faculty Affairs Coordinator does not vote.

**=serves dual roles

QUORUM = 6 of 10 voting members (need 60%)

Robert's Rules Resources ([simplified](#))

Executive Session

- I. **Call to order** – (TC 2:12) President J. Ward called the meeting to order at 3:02.
- II. **Land acknowledgment** – (TC 4:05) J. Ward opened the meeting by acknowledging the land on which we reside and by welcoming senators to introduce themselves. Present in the conference room were J. Ward, M. Boyer, D. Noon, J. Lamb, and A. Dewees. The remaining senators and guest J. Dumesnil joined via Zoom.
- III. **Approval of agenda for today's meeting** – (TC 10:23) *L. Twitchell moved to approve the meeting agenda. N. Voelckers seconded. The motion passed without objection.*
- IV. **Approval of [Minutes from May 6, 2022 meeting](#)** – (10:45) *L. Twitchell moved to approve the prior meeting minutes. L. Hoferkamp seconded. The motion passed without objection.*
- V. **Housekeeping stuff.**
 - A. **Meeting schedule: We meet the first Friday of every month* 3-5pm: 9/2, 10/7, 11/4, 12/2, 2/3, 3/3, 4/7, 5/5. Please tell me if you have a problem with attending. (*except January unless we need to). Should the meetings be Zoom only? Or also have an Auk campus location meeting in the Egan Library? Discuss.** – (TC 11:31) J. Ward

reviewed the meeting schedule for the year, reminded senators to send an alternate if unable to attend a meeting, and opened a discussion about how to conduct the meetings. It was suggested that prior to each meeting, a check-in could happen to determine if there was enough interest in having an in person option.

- B. Meeting agendas and documentation. Any objections to moving to a Google Share drive instead of Berling?** – (TC 14:51) Senators discussed the ease of use of Google and potential downsides. Topics discussed included where records will be stored, if they will be duplicated between Berling and Google, and the need to have an organizational scheme for meeting documents. Ongoing ownership of Google drives was one area to be addressed. *L. Twitchell moved to replace the current document storage system with a Google drive. M. Boyer seconded. The motion passed without objection.*
 - C. Voting, Quorum, Roberts Rules** – (TC 25:57) J. Ward noted that there is a [Roberts Rules resource](#) in the shared drive.
 - D. Minutes / Executive Session / Faculty Senate (FS) website** – (TC 26:23) J. Ward noted that FS meetings are recorded with a digital voice recorder. There is also an option to record via Zoom. If there is a need to go into Executive session, recordings can be stopped and restarted.
- VI. Senate President’s Report** ([report](#)) – (TC 27:42) J. Ward referred to her written report and expressed appreciation for the support she has received so far in her new role. The report includes the meetings she will be attending regularly and ways senators can communicate with her. She reviewed current Faculty Alliance activities. Participation in recent professional development opportunities highlighted the importance of utilizing tools such as resolutions to ensure that faculty voices are on record for all policies related to education. She noted that the name change for fall holidays senate voted on last year is being discussed at Staff Alliance. She hopes to work with staff and student leaders to bring this topic to the Board of Regents for action. She is serving on the chancellor search committee, which recently [launched a website](#) for the recruitment effort.
- VII. New Business**
- A. Covid Policy Shift** ([info from M. Ciri](#)) – (TC 37:15) J. Ward led a discussion regarding the likely upcoming changes to masking policies in classrooms as communicated by M. Ciri. Senators discussed their experiences and concerns. After discussion and minor wording revisions, *N. Voelckers moved that UAS Faculty Senate recommend campus policy changes to ‘mask optional’ in classrooms, following CDC guidelines. L. Twitchell seconded. The motion passed with seven votes in favor.*
 - B. Review of Committees in Handbook (document)** – (TC 1:03:24) J. Ward reviewed a document listing Faculty Senate committees and many other committees that have faculty membership or leadership. L. Twitchell clarified the distinction between the UAS Chancellor’s Advisory Committee on Alaska Native Education (CACANE) and the statewide Alaska Native Success Initiative (ANSI), and voiced concerns about the direction of ANSI. Senators discussed classroom technology concerns. J. Ward announced that J. Dumesnil will be the Center for Excellence in Learning and Teaching (CELT) liaison, and she will also co-chair the Regional [Teaching, Learning, Technology roundtable \(TLTR\)](#) group. Senators expressed concern about the process for trying to enact classroom changes. Concern was also voiced about the workload so many committees create and effectiveness of some of the groups. Discussion ensued regarding

the limited level of decision making and budget authority of many of the non-FS committees. While no formal decisions or actions were taken, many expressed the sentiment that priority be given to ensuring that the committees answering to FS function well.

- C. **Professional Development Funds - UNAC Collective Bargaining Agreement (CBA) funds process change (mtg. 8/30). There will be an application period in the fall and spring, and a committee will review the applications to make sure they meet the criteria until the funds are expended. We are still working out the process, but expect there to be Nov. 1 and April 1 deadlines. This pool of funds is separate from Wilson Funds. Faculty can apply for up to \$1,500 from each.** – (TC 1:21:50) FS leadership met recently with the provost to review changes to make the application process for CBA Faculty Professional Development funds compliant with the new CBA. The limit per faculty member will likely be the same as before. There will be an application period in the fall and another in the spring. Selection criteria will be developed. These funds are different from any that may be provided at the departmental level. A [link to the first draft of a process memo](#) was shared in the Zoom chat. It was reiterated that these funds are also different from the Wilson Endowment Fund. Faculty could apply to each fund if the proposed activity meets both criteria.

VIII. Old Business

- A. **Potential Change to Faculty Alliance (FA) Constitution & Bylaws Changing [the FA Constitution and/or Bylaws](#) to allow Past Chair to serve as an ex officio member of the FA, any WL requests/implications. This would be a fourth year of service. There needs to be a referral from each of the Faculty Senates to change the Bylaws, which then needs to be approved by the US system President. This was reviewed by faculty senate on 11/5/21. FYI.** – (TC 1:26:02, TC 1:29:50, and TC 1:37:57) J. Ward shared that there is interest at FA in pursuing this idea, which was discussed at UAS FS last fall. After discussion it was noted that to move forward, there would need to be a referral from each FS. Pros and cons of the idea were discussed and ways to reduce the time burden on faculty members in leadership roles were offered. After further discussion, no action was taken on this item.

IX. Committee Reports

- A. **CELT / New CELT Liaison announcement ([CELT Report](#))** – (TC 1:28:15) J. Dumesnil will serve in this role. A report from K. Henrickson is attached.
- B. **UGCC (Cox) Written Update from UGCC follows** – (TC 1:28:28)

Report from D. Cox: The major news at the moment is that the deadline for proposals to come in for next catalog year is **Monday, October 3**. The first is a Saturday and we are extending the deadline accordingly. This is the deadline for Dean's approval, so proposals must have gone through departmental review and approval before that.

We are aiming to try to get all Student Learning Outcomes into CourseLeaf, and all Program Learning Outcomes need to be in CourseLeaf so they are publicly visible in the catalog. Please let your faculty know so that they can review and work on any that need that data entered or updated.

Helpful information as well as this year's reps can all be found on the Curriculum website <https://uas.alaska.edu/Curriculum/>

- C. **Graduate Curriculum Committee (LJ Medenica)** – (TC 1:29:46)
 - 1. **First meeting will be on 9/21. Senate president is ex officio member.**
- D. **RCAC (C. Robinson)** – (TC 1:36:20)
- E. **Sustainability (Wagner)** – (TC 1:36:32)
- F. **TLTR** (see [recommendations Spring 2022](#)) –
 - 1. (TLTR co-chairs Dumesnil and Ingman) – (TC 1:36:42 and TC 1:40:44) J. Lamb, J. Dumesnil, and G. Wright provided information about the recent and historical workings of the group. It currently includes the Instructional Designers from each campus, K. Henrickson, and E. Tomlinson of Egan Library, J. Dumesnil, and others. TLTR reviews potential technology changes such as learning management systems and proctoring services, conducts research on alternatives, and makes recommendations to decision makers.
- G. **Faculty Handbook (update to Faculty Development Funds Application Process)** – (TC 1:45:44) The committee is defined in the handbook and includes FS leadership, the UNAC Organizational VP, and representatives from each campus.
- X. **Provost Report** ([link to Chancellor's Cabinet Updates 8/31](#)) – (TC 1:47:02) Please see Provost Haavig's section of the monthly written report.
- XI. **Announcements / Celebrations of Accomplishments / Other** – (TC 1:47:20) L. Twitchell announced the success of language enrollments.
 - A. Counseling Services Email Carrie Kline [Schedule](#),
 - B. Info from HR re [Employee Assistance Program](#) / ComPsych (FYI)
 - C. Library Open House. Sept. 20th from 11a-2pm if you have on campus students, have them come by for extra credit
 - D. Campus Kickoff - Friday Sept. 2nd from 3-5 (today)
 - E. Evenings at Egan begins Sept. 9. See [here](#) for details.

Adjournment (TC 1:48:24) *J. Lamb moved to adjourn the meeting. M. Boyer seconded. The meeting adjourned without objection.*