

**University of Alaska Southeast  
Faculty Senate  
Notes**

**November 4, 2022  
3-5 pm, Library 211 and via Zoom**

President, Jennifer Ward*	x	Juneau Campus, X'unei Lance Twitchell	
Past President, Andrea Dewees **		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 **	x	Provost, Maren Haavig*	

Academic and Faculty Affairs, Anita Parrish\*

Guests: D. Cox, Susie Feero,

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

\*\*=serves dual roles

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

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

- I. Call to order** – (TC 1:52)
- II. Roll call** – (TC 2:10)
- III. Approval of Agenda for today's meeting**  
(TC 3:52) *J. Lamb moved to approve the agenda. N. Voelckers seconded. The motion passed without objection.*
- IV. Approval of [Minutes from October](#) meeting**  
(TC 4:22) *J. Lamb moved to approve the prior meeting minutes. N. Voelckers seconded. The motion passed without objection.*
- V. Housekeeping—resolutions and senate business**  
(TC 5:47) President Ward noted that committee chairs would be joining the meeting around 4:00 to provide updates and answer questions. She is interested in having

letterhead for senate matters. It was noted that draft letterhead has been developed, and can be discussed at a future meeting.

## VI. Senate President's Report

(TC 7:20) J. Ward invited comments on her written report. Finalists for the chancellor position will likely be traveling to Ketchikan and Sitka.

She noted that an updated version of the Strategic Enrollment Plan was recently posted to the shared drive, and will be discussed in more detail later in the agenda. Faculty representation will be needed to review the plan later this year. (*Note: See item VIII C.*)

## VII. New Business

**A. Setting a Course Retention Schedule (Feero) – UAS has traditionally never removed course sites. UAA and UAF have a schedule of when they delete course sites. One keeps course sites available for 18 months and the other 2 years. Now that UA has moved to the cloud version of Blackboard, we have a storage space quota. We're not at max storage but we may be soon so as a member of the UAS Blackboard Workgroup, Susie Feero is requesting the Faculty Senate discuss course site retention. Do we continue with our current practice, decide on a retention schedule similar to UAA and UAF, or select a different time frame?**

(TC 10:45) S. Feero provided background information on the issue. She has served on the Blackboard (BB) workgroup for some time. UAS needs to decide what time frame they would like for courses to remain active in the BB cloud environment, and faculty feedback is being sought through senate. UAS may want a longer interval than the eighteen to twenty-four months adopted by UAA and UAF. We have not yet been charged for excess storage, but BB intends to do so in the near future. The BB workgroup and CELT are encouraging best practices to manage course sites and minimize storage needs, such as not uploading videos and utilizing the archive feature. Training can be provided on these topics. It was noted that the syllabus for each course is stored in a separate and publicly accessible area. S. Feero will work with the group to get cost data and to prepare some possible scenarios for moving forward. *Senators were asked to solicit feedback from faculty and be prepared to discuss what a UAS storage policy should be at the February meeting.*

**B. Annual and 5 Year Program Reviews process for communications, request input from faculty (Deweese) Maren is still working with faculty to update template & will update timeline for annual assessment**

(TC 32:05 3:32) A. Dewees noted that M. Haavig has made a change in the Annual Program Assessment Reports timeline. Deans and directors will now be expected to provide a response before the report is submitted to the provost's office.

The Five Year Program Review template is undergoing revisions.

**C. OER and Course Material Adoption Trends Research Collaboration (Lamb)**

**Question for Faculty Senate: Do faculty have any objections or concerns about UAS participation in this study? Additionally, are any faculty interested in participating in the conversation with the research team when they conduct needs assessment sessions on campus (date TBD)?**

1. [one page research proposal](#)
2. **Additional info in [Open UAS Report Nov 2022](#)**

(TC 35:30) J. Lamb expanded on the information in the research proposal from Rice University and OpenStax. The researchers are hoping for buy-in from UAS faculty to further develop this Alaska-based project. UAS syllabi data is publicly available and information from them could easily be gathered and analyzed. Senators discussed the policy of making syllabi publicly available. J. Lamb will relay faculty questions and feedback to the researchers.

**D. Communication Pathways Governance Committee (next meeting is Nov. 28)**

1. Document here: [https://docs.google.com/document/d/1xv\\_la-irwW4qqZUWy-NrsrDMY7qawvf\\_ififEG9EWDQ/edit](https://docs.google.com/document/d/1xv_la-irwW4qqZUWy-NrsrDMY7qawvf_ififEG9EWDQ/edit)

(TC 28:20) A. Dewees reported on this Faculty Alliance (FA) work group, and shared a document from J. Carroll of UAF regarding what is and what is not working with regard to communications with administration. The group was formed in response to concerns about shared governance at the system level after the direct appointment of P. Pitney. They hope to see faculty involvement in governance issues earlier in key processes. They will be meeting with an outside consultant. Expect future updates from this group.

**VIII. Old Business**

**A. Tenure & Promotion file review virtual (Ziegler) Glenn talked with UAF Poli Sci Faculty about their digital promotion process--compile files into a single large PDF doc, --portfolio assessment process within Google Drive—UAA uses a platform called ePortfolio, the vendor is Digication. Form Task Force with Provost Office, Glenn, other?**

(TC 49:07) J. Ward suggested a task force be formed to look at possible options. G. Wright has already gathered information from UAA and UAF about how they submit their files. A. Ziegler will assist if needed. The importance of identifying costs and sources of funding early on was noted.

**B. Resolutions via faculty senates ([UAF passed](#), [UAA passed](#), [UAS passed](#), Faculty [Alliance Resolution](#))**

(TC 51:10) J. Ward noted that these actions may have assisted with getting the United Academics contract finalized.

**C. Draft Strategic Enrollment Plan ([doc in shared drive](#)), approved [version posted on Chancellor web page](#) (pdf)**

**1. [Senate Response and Input on the Strategic Enrollment Plan 10/12/2022](#)**

**2. [Provost Response 10/14/22](#) email**

**Among other things, we provided language on faculty attrition: “Ensure the attractiveness of academic programs by ensuring sufficient levels of faculty with an emphasis on tenure track to ensure quality and program sustainability” under FY 23 recruitment strategies and initiatives, we need a FS representative on the 2023 SE Task Force**

(TC 51:43) J. Ward led an overview of the documents related to the plan and invited questions and suggestions for who should serve on the task force in the spring. Clarification is needed on whether the faculty member needs to be a member of senate. Questions were asked about the time commitment and meeting schedule.

(TC 1:05:02) A. Dewees noted that there are a number of staff positions being hired, and there should be follow up to ensure that they are generating sufficient revenue. These include the Director of Admissions, the Study Away Coordinator, and a new Dual Enrollment Coordinator position. There should be job descriptions, clarifications of budgetary support, and a justification of the need for each position. A. Dewees will send questions to J. Ward to follow up on regarding these staff recruitments.

**D. Safety Committee / process for communicating (Hoferkamp)--Jen is communicating with D. Pikul, extended invitation for December senate meeting.**

(TC 56:00) J. Ward has invited D. Pikul to the December meeting. R. Sand may be a better choice as he supervises that position. The recent change of this unit to answer directly to the chancellor was discussed, and concerns were noted about a lack of communication regarding the change.

**E. Honorary degree and meritorious service revocation is now written in BOR Policy. [See BOR Policy](#). Jen has forwarded faculty concerns for timely action to Chancellor, it looks like this will be on the February BOR agenda**

(TC 1:17:17) J. Ward submitted a memo to the chancellor, and she moved it forward to P. Layer. It is now being discussed with UA General Counsel and formal action to adopt the policy is expected to happen in February.

**F. Differential Tuition discussion [Faculty Alliance memo to BOR / document](#), the [tuition policy](#) (changes), [Clean copy](#), tuition [P. Layer responses to M. Boyer](#)**

(TC 1:19:26) A. Dewees reported that the Board has heard faculty concerns on this issue. The policy requires more work and will be going back through governance.

She shared concerns that P. Pitney has stated that 80 % of tuition goes back to departments, and wants to follow up to make sure that is accurate.

She also shared concerns about ensuring that students are able to get the financial aid they need to pay for college, and suggested efforts be made to help students complete the FAFSA.

**G. Information Request Memos Alliance to President, BOR**

(TC 1:27:11) FA is still awaiting responses to these communications.

**H. FYI: Professional Development Funds (UNAC CBA) Application is on Provost website first review period has passed.**

(TC 1:27:38) J. Ward noted that the initial application deadline has passed. She and J. Dumesnil will be part of the review committee. Responses to the applications will be going out shortly.

**IX. Committee Reports – (TC 59:44)**

**A. CELT Report (Dumesnil) – No report**

**B. TLTR Report (Dumesnil, Ingman) – No report**

**C. RCAC (Robinson)--needs more faculty representation**

(TC 59:56) J. Ward noted that this committee is in need of additional faculty members. There is supposed to be representation from each unit per the Faculty Handbook, but currently there is not.

**D. UGCC (Cox)**

**1. First senate reading of 4 Category A proposals**

(TC 1:01:32) D. Cox noted that the changes in the four proposals are similar. They clarify expectations that students should be taking the labs and lectures in the chemistry series concurrently unless approved by the instructor.

- **CHEM S105 \*General Chemistry I.** Category A. GER. Update description. (Hoferkamp)
- **CHEM S105L \*General Chemistry I Laboratory.** Category A. GER. Update description. (Hoferkamp)
- **CHEM S106 \*General Chemistry II.** Category A. GER. Update description. (Hoferkamp)
- **CHEM S106L \*General Chemistry II Laboratory.** Category A. GER. Update description. (Hoferkamp)

*A. Ziegler moved to accept the four proposals for initial Faculty Senate Review. J. Lamb seconded. The four proposals passed without objection.*

**E. Graduate Curriculum Committee (Medenica) – no actions to report.**

**F. Sustainability (Wagner) – Sustainability met last Friday, 10/28, and brainstormed goals and projects for the year. We're going to reach out to Business and ACRC about participating on the committee, have plans for an Earth Day event, maybe a week of activities, had conversations about instituting a carbon tax for UAS travel, getting rid of plastic cutlery in food services, and reengaging students and sponsoring a Sustainability Club. We meet again on Dec. 9th.**

**G. Faculty Handbook Committee – [Proposed handbook edits from DEICS committee](#) (senate review and vote in December meeting)**

(TC 1:28:50) (4:31) J. Ward noted that there will be many suggested edits coming from the committee, and that they will be reviewed and considered in batches each month moving forward. It was clarified that the handbook committee does not set policy, but brings items to senate for approval.

The adjunct faculty handbook is reviewed each summer and A. Parrish collects needed changes. F. Polumsky is the primary faculty contact for content changes to the adjunct versions.

Senators discussed the proposed edits from the committee, and had concerns about some of the proposed mandatory items and the creation of training programs. After discussion, senators were asked to review the content with their faculty and be prepared to vote at the next meeting.

**UAS Chancellor's Advisory Committee on Diversity, Equity, Inclusion, & Cultural Safety [DEICS Memo to BOR in Support of All Students](#) 10/28/2022**

(TC 1:41:32) Senators reviewed the memo prepared by DEICS that expresses concern about statements made by Regent Anderson at the September meeting. J. Ward noted that the memo will also be reviewed by FA, and further action may be taken to move it forward.

**X. [Provost Report](#)**

(TC 1:47:17) As discussed at VII. B., deans and directors will need to provide a brief written response as part of the Annual Program Assessment process.

Proposals for Academic Innovation Funds will be accepted after November 7.

P. Traxler has resigned as the Executive Dean of Career Education. He was a UAFT faculty member prior to that appointment.

The provost's office supports the idea of digital comprehensive review files as discussed at VIII.A.

**XI. Announcements / Celebrations of Accomplishments / Other**

**A. [AY23 Faculty Initiative Fund RFP](#):**

**1. All proposals in response to this RFP are due to the Office of Academics, Students & Research no later than 5 p.m. on November 7, 2022—extended to November 14.**

(TC 1:49:55) The application deadline has been extended. Proposals will be reviewed by other faculty members. The history of the fund was discussed and it was noted that it will not be available under the new CBA.

**B. Waging Peace in Vietnam exhibit and events at UAS Nov 11-Dec 15, events are listed on the Juneau campus events calendar and here**

<https://uas.alaska.edu/juneau/writing-center/waging-peace-in-vietnam.html>

(TC 1:54:35) D. Noon noted that there is a student contest in conjunction with the event that has a \$500 cash prize for first place.

**C. Upcoming Evening at Egan's Fridays at 7pm**

<https://uas.alaska.edu/eganlecture/index.html>

**1. November 18: UAS Creative Art Showcase / Ernestine Hayes, Kaax Tséen Herb Sheakley, Jr, Carin Silkaitis, X'unei Lance Twitchell, Emily Wall, Liz Zacher at Egan Library or livestream**

(TC 1:56:15)

**XII. Adjourn**

(TC 1:56:34) *L. Hoferkamp moved to adjourn the meeting. J. Lamb and others seconded. The meeting adjourned without objection.*

**XIII. Faculty Conversation**