

**University of Alaska Southeast
Faculty Senate
NOTES**

**March 3, 2023
3-5 PM, Library Room 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, B. Blitz for L. 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*	x

Academic and Faculty Affairs, Anita Parrish*

*=non-voting **=dual roles

Guests: C. Bennett, S. Feero TLTR, J. Dumesnil CELT/TLTR,

- I. Call to order** (TC 0:00)
- II. Roll call** (TC 0:15)
- III. Approval of Agenda for today's meeting**
(TC 2:02) – A. Dewees moved to approve the agenda with the addition of an item under 'New Business' about executive and administrative positions. B. Blitz seconded. The motion passed without objection. J. Ward added the new item to the agenda.
- IV. Approval of Minutes from February meeting**
(TC 3:40) – A. Ziegler moved to approve the prior meeting minutes. N. Voelckers seconded. The motion passed without objection.
- V. Housekeeping**
(TC 04:21) – J. Ward noted her commitment to ending the meeting on time.
- VI. Senate President's March Report**
(TC 04:31) – President Ward serves on the chancellor search committee and provided an update. All of the information gathered through the interview process has been

transmitted to President Pitney. There are several steps in the selection and hiring process to complete, and the earliest a selection may be announced is on Monday.

Faculty Alliance (FA) will hold a retreat next week to help express faculty priorities to the legislature including adding a faculty regent to the Board of Regents (BOR) and supporting the Collective Bargaining Agreement (CBA). There will be a presentation next week in the Glacier View Room and via Zoom by Dr. H. Reichman, an expert on shared governance and academic freedom. There will also be an evening networking dinner.

J. Ward delivered her first report to the BOR and invited senators to share issues that should be brought forward in the future.

UAS will participate in another round of the Great Places to Work for Survey. Concerns about a lack of action on prior results were voiced. Chancellor Carey will hold a town hall next week to allow input from staff and faculty.

The Faculty Handbook Committee has scheduled meetings. Additional items for the committee will be discussed further in the agenda.

VII. New Business

A. Election Season is here! I am opening nominations for

Senate President-Elect: Any nominations from the floor?

Unit Senators: I need to hear names by March 15 who is serving for each unit

Campus Senators: Incumbent campus senators need to find their replacement for nomination to vote. Ali Z / Ketchikan, Joe Liddle / Sitka, X'unei Lance Twitchell / Juneau – from the bylaws: “By April 15, the written list of nominees will be delivered to all members of the Faculty Assembly in the form of an election ballot with a due date for return to the Provost’s office. An Assembly member may vote for no more than one of the nominees. The ballot will be constructed in such a way that it can be submitted with anonymity.”

(TC 14:40) – J. Ward solicited nominations for an incoming president. J. Lamb will serve as a senator again next year for the Library. B. Hartley may serve another term for Education, but it is not yet finalized. K. Polanska will represent Ketchikan. Sitka will be holding elections for their representative. M. Dolese will represent Social Sciences. B. Blitz is perhaps going to serve for Natural Sciences. M. Boyer will represent Business and Public Administration again. L. Twitchell plans to serve another term as the Juneau campus senator.

B. Committee Membership updates, [Email from DEICS re: process of appointing members](#)

(TC 18:10) – P. Schirmer will chair the Undergraduate Curriculum Committee next year. J. Dumesnil will serve again on CELT and TLTR.

(TC 52:25) – Senators discussed how [Diversity, Equity, Inclusion, and Cultural Safety Committee \(DEICS\)](#) members are selected. L. Twitchell advocated for members who are committed to the work. Staff would like to use a parallel process to the faculty process as outlined in the email from J. Ingram on the shared drive. J. Ward will look further into this, and requested assistance from A. Dewees to help formulate a strategy for selecting faculty representatives.

C. Faculty Handbook Language [suggestions –from NS](#) first read

(TC 20:20) – Senators reviewed and discussed the proposal from Natural Sciences regarding expanding the reasons for which faculty can initiate student course withdrawals. Potential benefits and potential harm to students were discussed. It was suggested that faculty also put a statement in the syllabus so that the information is readily available to students. Edits were made to the draft document and items for further clarification were noted. *B. Hartley moved to pass the handbook language change conditionally. B. Blitz seconded. The motion to approve the language change was passed conditionally, and will be voted on again at the next meeting.*

D. Proposal to hire an Associate Dean for Arts & Sciences – concerns

(TC 32:50) – A. Dewees voiced concerns about a proposed position in the school, particularly that departments may not have been adequately consulted. Budgetary concerns, what type of faculty retreat rights a new administrator might have, and alignment with the UA Goals and Measures targets to reduce administrative costs were also discussed.

Some history with this specific request was shared and the current process for budgetary requests was also reviewed. Duties an Associate Dean would be expected to perform were discussed, and it was clarified that faculty reviews would remain with the dean. Provost Haavig noted that a Research and Sponsored Programs Director is another administrative position UAS is hoping to fill.

The timeline and process of budget development was mentioned. Budgets are generally prepared two years in advance. Chancellor’s Cabinet puts forth priority requests to statewide. President Pitney holds the power to deny requests. The source of funding for the position was also discussed, with the chancellor’s office potentially providing funding. In response to their memos, Dean Silkaitis has sent communication to the department chairs about the specific duties the Associate Dean would be responsible for. The letters from the departments against the position are in the meeting Google Drive.

VIII. Old Business

A. [Course Retention recommendation](#) –S. Feero –review, discuss, and bring back to departments so we can vote at the April meeting?

(TC 46:28) – S. Feero reviewed the contents of the Regional TLTR recommendation memo regarding course site cloud storage retention. They recommend that UAS adopt a five year retention schedule. After five years sites would be downloaded and archived

locally, not deleted. Additional cloud storage beyond our contract with Blackboard currently costs \$6000 per terabyte. CELT is preparing guidance on best practices for reducing usage and managing course sites. Senators were asked to take this item back to departments and be prepared to vote on the recommendation at the next meeting. S. Feero shared that she is leaving UAS after 29 years. Senators thanked her for her dedicated service and wished her well on her future endeavors.

B. OE credits transfer [policy inconsistency](#) –info from Trisha the Registrar:
I looked through our older catalogs and our OEC degree programs started in the 2006/2007 catalog with the wording that you highlighted from our current catalog. In addition, prior to that catalog, they were departmental certificates with that same catalog language.

I am not sure where the verbiage from the faculty handbook originated from as it seems like our catalog has always allowed courses taken for an OEC to apply to other degree programs. So I would say our catalog is correct and not the handbook.

(TC 1:03:22) – T. Lee has confirmed that the catalog language is correct. After discussion, it was unanimously agreed to replace the language in that section of the handbook with the catalog language.

C. [Egan Wing Exhibit Policy Draft](#) –J. Lamb –review the language, discuss, and vote on this in the April meeting?

(TC 1:04:32) – J. Lamb reviewed the draft which is based on the library’s policy. Potential issues with an application and review process were outlined. Having a default acceptance policy with a reconsideration process was suggested. Senators were asked to take this item to faculty and discuss and decide if there is a desire to move forward. If so, the item can be revisited in April. If a policy is adopted it was further suggested that it be reviewed by UA General Counsel who vetted the existing library policy.

D. [Faculty Senate Draft Letter Endorsing HB9](#) –J. Ward –please feel free to edit and improve the letter.

(TC 1:11:33) – J. Ward drafted the letter supporting a faculty regent, and invited feedback. A technical edit was suggested by G. Wright. The history of the bill was discussed as were the challenges presented by it being sponsored by a member of the house minority. Information about upcoming hearings was shared and a companion bill in the senate was also discussed.

E. Electronic Tenure & Promotion files [Draft Memo](#) –Wright

(TC 1:16:48) – G. Wright provided more detailed information about a proposal to use a Google Drive for faculty comprehensive review files. Each faculty member would have a folder they would add their content to, and reviewers would be able to access (read) the material during the appropriate review period as detailed in the CBA. At the next meeting

G. Wright hopes to vote on whether to move forward and how long the adoption period should be. He also noted the need for a training session at Convocation.

F. Proposed Updates to Handbook (Nov and Dec) from DEICS for senators to take back to their areas to vote / March meeting.

(TC 1:34:06) – J. Ward asked senators if they had additional questions or concerns with these updates. They have previously been reviewed by senate. *J. Lamb moved to adopt the updates pending clarification regarding potential edits to conjunctions. L. Twitchell seconded. The motion passed with no objections.*

G. Faculty Handbook Language / verifying student registration (is it instructor responsibility? – first read)

1. *From the registrar: The statement in the handbook that prevents an instructor from posting a zoom link to their current class for anyone to join can be found on page 35 under the header 'Registration': " It is the responsibility of each instructor to verify that all students attending a class are registered. Students who are attending but are not on the class list should be notified and instructed to contact the registration office to clarify their status." —doesn't need to be in the handbook—take it out? Or "it is recommended that each instructor verify..."*

(TC 1:42:43) – Senators discussed changing the language and decided to strike the whole paragraph. *L. Twitchell moved to strike the paragraph from the handbook. M. Boyer seconded. The history of how the paragraph came to the attention of faculty and staff this year was reviewed. After discussion, the motion passed with no objections.*

H. Tuition and Fees Regulation –comments due March 10

1. Memo from P. Layer
2. Regulation change text

(TC 1:59:52) – J. Ward reminded senators of the feedback deadline.

IX. Provost Report

(TC 2:00:11) – Not discussed.

X. Committee Reports

A. CELT & TLTR Report (Dumesnil)

B. IT Report (Cody B.)

- C. RCAC (Robinson) – URECA Symposium planned for April 6, UAS is a member of ARCUS and just submitted an application to UARCTIC, from Sanjay Pyare: UAS chapter of AISES (American Indian Society of Engineering and Science) is now up and there are opportunities for students. Sign up for the email list here <https://online.uas.alaska.edu/online/portfolio/AISES> and share with students and opportunities and events for increasing diversity in STEM. **they are meeting today Friday March 3, 4:30-6:30 in Egan 224 (pizza night info meeting)****

- D. UGCC (Cox) - Report for March meeting
- E. Grad CC [Notes from Feb mtg.](#) (Medenica)
- F. Sustainability (Wagner) – *The Sustainability Committee met on 2/10 and discussed possible sustainability related construction projects from the Facilities Deferred Maintenance List. Additionally, we're planning a multiple event Earth Day on April 21, a Ceramics program pizza party at their Soboleff studio and a climate stories event in the Pavilion in the afternoon. E-shuttle.*
- G. UAS Chancellor's Advisory Committee on Diversity, Equity, Inclusion, & Cultural Safety Report
 - 1. [Memo UAS Student Government Resolution 2021-17: In Support of Adding a Racial and Ethnic Harassment Statement to the Student Code of Conduct](#) letter in support for UAS Student Government Resolution 2021-17: In Support of Adding a Racial and Ethnic Harassment Statement to the Student Code of Conduct.
 - 2. [Letter to governance groups](#) on BOR response to discrimination concerns (looking for feedback from governance groups on the issue)

(TC 2:00:18) – President Ward noted that many of the written reports can be found on the shared Google Drive.

XI. Announcements / Celebrations of Accomplishments / Other

XII. Adjourn –

(TC 2:00:36) – *L. Twitchell moved to adjourn the meeting. J. Lamb seconded. The meeting adjourned without objection.*

XIII. Faculty Conversation