

**University of Alaska Southeast  
Faculty Senate Meeting  
NOTES**

**April 7, 2023  
3-5 p.m., Library Room 211  
And via Zoom**

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

Academic and Faculty Affairs, Anita Parrish\*

\* = non-voting

\*\* = dual role

**Guests:** C. Bennett, A. Bowers, J. Dumesnil

- I. Call to order** (TC 0:10)
- II. Roll call** (TC 0:20)
- III. Approval of Agenda for today's meeting** (TC 1:55) – A. Ziegler moved to approve the meeting agenda. N. Voelckers seconded. The motion carried.
- IV. Approval of [Minutes from March](#) meeting** (TC 2:25) – J. Lamb moved to approve the prior meeting minutes. A. Ziegler seconded. The motion carried.
- V. Housekeeping** - None
- VI. Senate President's [April Report](#)**  
(TC 3:26) – J. Ward highlighted the following from her written report.
  - The chancellor search has successfully concluded. Dr. Palmer will be starting as the next UAS Chancellor this summer.
  - The Faculty Alliance retreat last month included opportunities to talk with legislators about priorities, including the bill for a faculty regent. The networking dinner was well attended by dignitaries and agency leaders. The retreat included a talk on shared governance and academic freedom by Dr. Henry Reichman.
  - J. Ward met with the outgoing Director of Admissions to learn more about and to discuss differing expectations about the role of faculty in recruitment. This topic will be revisited in more detail at a future meeting.

- The handbook committee has been meeting and proposed changes will be reviewed later in the meeting.
- There has not yet been action on rescinding meritorious service awards, but it is supposed to be acted on by the Board of Regents (BOR) in May.
- HR issues highlighted by the Great Colleges to Work For survey remain to be addressed. Healthcare changes are also of great concern and will be addressed later in the meeting.

## VII. New Business

### A. Faculty Recruitment Involvement and Workload Credits (Table until May?)

(TC 13:42) – After learning that D. Hillgartner is leaving UAS, J. Ward suggests postponing this discussion for a future meeting.

### B. [Food Strategy Task Force](#) – faculty member to serve?

(TC 14:03) – After discussion, J. Liddle recommended K. LaBounty since it is in her area of expertise and she is willing.

### C. Joint Health Care Committee (JHCC), Human Resources (HR), and how we pay for Health Insurance

(TC 17:23) – J. Ward invited J. Dumesnil to provide information on these important and complicated topics. J. Dumesnil serves on the JHCC and the Executive Board of United Academics.

J. Dumesnil gave an overview of a long standing issue with the way less-than-twelve-month employees pay for twelve months of insurance premiums while in some instances not receiving twelve months of coverage. She referenced a March 2 memo from T. Ferguson of Labor Relations to the three FS presidents describing a new system designed to fix this problem. The email also announces the removal of the 30-day waiting period for healthcare coverage to begin.

The JHCC committee passed a resolution on March 30 with concerns about the new system, including a lack of clarity regarding how coverage works during the periods that less than twelve month employees are off contract. She noted that the JHCC does not support a system that can result in coverage being lost retroactively. The period when UA HR must respond to the resolution occurs during the upcoming benefits Open Enrollment period.

J. Dumesnil led a review of the Open Enrollment website. There are a number of changes and a significant amount of material that employees need to read in order to be prepared to make their choices. In many instances, the materials are not very clear. There are also significant healthcare cost increases.

J. Dumesnil pointed out that the FAQ section of the Open Enrollment website about less than twelve month employees is not consistent with the requests of the three UA faculty senates, UNAC, or the JHHC. She encouraged everyone to read the emails that have been sent out about Open Enrollment and carefully review the materials on the website. She clarified that with the many changes in the way the benefits will be administered, UA is requiring that **all** employees complete Open Enrollment this year even if they are not planning to sign up or make changes. Employees who do not complete the forms will be

enrolled in a default plan with no coverage for dependents. Open Enrollment starts on April 17.

J. Ward noted that Faculty Alliance meets next week and could discuss this topic further.

## VIII. Old Business

### A. Election Season is here!

**Senate President-Elect:**

**President: Glenn Wright**

**Past-President: Jennifer Ward**

**Unit Senators: Library: Jonas Lamb, Business: Mike Boyer, Career Education:?, Education: Beth? , Humanities: Andrea Dewees, Natural Sciences, Brian Blitz?, Social Sciences, Melissa Dolese**

**Campus Senators: Juneau: X'unei Lance Twitchell, Ketchikan: Kasia Polanska, Sitka: Angela Bowers**

(TC 44:15) J. Ward recognized A. Bowers who is attending today to become familiar with senate. She will represent Sitka next year.

Nominations are still needed for a President-Elect. An election can be held this month provided we have at least one candidate. If no candidates emerge, we will hold an election at the beginning of the Faculty Assembly meeting at Convocation.

N. Voelckers indicated that he will likely represent Career Education again next year. B. Hartley will represent Education. B. Blitz will represent Natural Sciences and M. Dolese will represent Social Sciences.

### B. Committee Membership updates: UGCC: Paulette Schirmer, RCAC: Charmaine Robinson, Sustainability: , Grad CC: , TLTR + CELT: Jill Dumesnil,

(TC 49:38) –

### C. Faculty Handbook Language [suggestions – from NS](#) second read, **VOTE**

(TC 49:42) – Senators reviewed the proposed Instructor Initiated Withdrawal language. After discussion, A. Ziegler moved to approve the proposed handbook revision. N. Voelckers seconded. The motion passed without objection.

### D. [Course Retention recommendation](#) – S. Feero – second read **VOTE**

(TC 57:08) – Senators reviewed the recommendation to adopt a five-year course retention schedule. After five years, courses will be stored locally rather than in the cloud. After discussion, J. Lamb moved to adopt the recommendation. L. Twitchell seconded. The motion passed without objection.

### E. [Egan Wing Exhibit Policy Draft](#) – J. Lamb –second read **VOTE?**

1. Do we want to require an application process for exhibits and if so, who reviews applications? Primary benefit of application would be for increasing awareness and communication about upcoming campus exhibits and to avoid conflicting uses.
2. Who should be designated to review Exhibit Reconsideration requests?

(TC 1:02:07) – J. Lamb led a discussion about the draft policy. The library policy that it is based upon has not been updated for a while. He suggested that this item be discussed

at a later date after additional review. Senators provided feedback from their units. *No action was taken on the policy at this time.*

**F. Electronic Tenure & Promotion files [Draft Memo updated 4/6](#) – Wright / Ziegler **VOTES****

(TC 1:09:25) – A. Ziegler noted that the memo has been changed to note that write-access to the file storage drive will be available only to the faculty member submitting a file, up to the deadline for submission. File reviewers will only have read-access.

It was clarified that the process for external review letters will continue to follow the CBA requirement that faculty members add the letters received to their file prior to submitting the file for review. This is similar to how files are currently handled.

It was noted that during the adoption/transition period, staff from the provost's office and all individuals reviewing files will need to work with files that come in electronically as well as those that are submitted as a binder. Senators discussed the appropriate length of time until all files must be submitted electronically.

A [test of what the shared drive could look like](#) has been shared with senators. It will follow as closely as possible the processes for the existing system. File preparation and organization will remain with the faculty member, as it is now.

*After discussion, L. Twitchell moved to adopt electronic comprehensive review files with a one year adoption period. J. Liddle seconded.*

Section 5, subsection 8 of the draft memo was revised to note that external review letters are submitted as part of the file by the faculty member under review.

*After discussion, L. Twitchell revised his motion, and moved that Faculty Senate vote to adopt electronic faculty review files. J. Lamb seconded. The senators voted unanimously to adopt electronic review files.*

*L. Twitchell moved to adopt a one-year adoption period before all files need to be submitted electronically. J. Lamb seconded. The motion passed with eight in favor and two against.*

**~~G. Rescinding meritorious service awards update (see President report)~~**

**H. Faculty Handbook Review**

(TC 1:35:14) – J. Ward noted that one of the suggested changes was to the Faculty Constitution, which has a longer and more complicated review process. We will need to wait to make that change until next year. Two other suggested changes quoted external sources (BOR policy and Alaska State Statutes). The BOR policy has not changed, so we will not be able to edit that section. It appears that the state statute has not changed either, but that has not been confirmed.

The other changes that have been reviewed and voted upon by Faculty Senate have been made to the document.

J. Malecha of Disability Services has suggested some changes that still need to be reviewed before the final handbook vote in May, as has CELT.

Questions raised by faculty in Education about some of the approved changes were discussed. One area of concern was with the promotion rubric for cultural responsiveness. L. Twitchell spoke in support of revising those promotion criteria.

Another concern raised was the removal of the Provost's Council from the section on Academic Organization. M. Haavig provided a review of recent changes to other leadership groups, the Chancellor's Cabinet and the Chancellor's Executive Cabinet, which led to SPBAC and the Provost's Council becoming redundant.

M. Haavig provided more information about how the budget request, review process, and timeline works in campus leadership groups, and how it feeds up to the statewide budget process. Questions were raised about whether the new process is as transparent as the SPBAC group's process was.

President Ward asked that senators work with their units to bring forward any remaining concerns. She plans to hold the final vote on the handbook at the May 5 meeting.

**IX. Provost Report**

(TC 1:56:29) – M. Haavig noted that her [written report on the shared drive](#) includes a listing of recent faculty recruitments and hires. It also has an update on Outer Coast.

**X. Committee Reports**

**A. Faculty Handbook Committee Report**

**B. CELT & TLTR Report (Dumesnil)**

**C. IT Report (Cody B.)**

**D. RCAC (Robinson) –URECA symposium 4/6, we are now a member of UArctic**

**E. UGCC (Cox)**

**F. Grad CC (Medenica)**

**G. Sustainability (Wagner)**

**H. UAS Chancellor's Advisory Committee on Diversity, Equity, Inclusion, & Cultural Safety Report**

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

(TC 1:58:39) – J. Lamb encouraged attendance at the Tidal Echoes launch event.

**XII. Adjourn**

(TC 1:58:10) – *J. Lamb moved to adjourn the meeting. M. Boyer seconded. The meeting adjourned without objection.*

**XIII. Faculty Conversation**