

MEETING MINUTES
University of Alaska Southeast Faculty Senate

September 2, 2016 Glacier View Room

In Attendance:

L. Hoferkamp, President	x
M. Buzby, President-elect	x
M. Haavig, Past President*	x
A. Jones, SOE	x
J. Amundson, Natural Sciences	x
M. Haavig, SOM*	x
S. Feero, Sitka	x

*dual capacity

R. Brewer, Career Ed, Sitka	x
C. Ianuzzi, Ketchikan	x
N. Chordas, Humanities	x
R. Gilcrist, Juneau	x
C. Hassler sub for J. Ward, Library	x
G. Wright, Social Sciences	x
K. Carey, Provost	x

G. Hays (recorder)

Guests: Colleen McKenna, Brian Buma

I. Call to Order

L. Hoferkamp called the meeting to order at 3:05 pm.

II. Approve of Agenda (TC 2:42)

J. Amundson moved to approve the agenda of the September 2, 2016 meeting as amended. G. Wright seconded. The motion passed without objection. Item B. Common Calendar under New Business was removed and replace with the SOM/SOE support letter.

III. Approval of Minutes (TC 4:02)

M. Haavig moved to approve the minutes of the May 6, 2016 meeting. N. Chordas seconded. The motion passed without objection.

IV. Committee Reports

Faculty Senate Committees

- **Undergraduate Curriculum Committee (TC 4:36):** C. McKenna, chair of the Curriculum Committee, reported that the deadline to accept course curriculum proposals was extended to November 1st to allow for the completion of the CourseLeaf implementation. Faculty can continue to use the old forms as guides, and then can input that information into the online forms when the new system is available. The online forms are in the same format and include the same information. The Curriculum Committee meets the 3rd Friday of the month.
- **Graduate Curriculum (TC 8:46):** Dave Marvel is the new chair of the Graduate Curriculum Committee.
- **Research and Creative Activities (TC 9:00):** B. Buma, chair of the Research and Creative Activities Committee, will submit written reports to Faculty Senate. The committee has not yet met this academic year.
- **Sustainability Committee:** No report.

Faculty Senate Ad Hoc Committees

- **Enhancing the Baccalaureate Experience (TC 9:57):** On behalf of chair Robin Walz, G. Wright reported that the committee met today and also for a week during the summer. He explained the process and charge of the committee. The discussions are continuing, and focusing on the possible consolidation or streamlining of the Bachelor of Arts degrees – BLA, the BA social sciences, BA in geography, BA in English and potentially the BA in Biology.

Other/Shared Governance

- **Master Plan Implementation Committee (MPIC)** (TC 11:30): G. Wright reported on behalf of K. Krein who is recruiting for a faculty member to replace him as chair of the committee. *M. Haavig moved that G. Wright become the chair of MPIC. G. Wright seconded. Motion passed.* L. Hoferkamp also asked senators to recruit nominations for faculty representatives on MPIC. Provost Carey will provide the charge of the committee to Faculty Senate for their review to find more efficient ways to implement the master plan.
- **TLTR** (TC 16:10): R. Gilcrist reported that the TLTR regional committee has not yet met and that they are still seeking members. She will share the final charge of the TLTR with Senators through email.
- **Diversity Action Committee.** No report

V. Provost Report (TC 17:00)

Provost Carey reported that she and the executive team has been focusing on Strategic Pathways to ensure that UAS programs are viewed as vital and needed in the state. Names of individuals to serve on the Phase II teams have been submitted. The academic review teams include Community Campuses, E-Learning, Fisheries, and Health and the administrative review teams include HR, IE, Student Affairs and University Relations. She reminded senators about the presentation on School of Education, Fisheries and Management at the Board of Regents meeting on September 15 and 16th, and encouraged them to visit with the Regents at the community forum on the 15th from 5:30 – 7 pm at the Rec Center.

VI. President's Report (TC 25:33)

- **Bylaws for Faculty Governance:** L. Hoferkamp noted online resources for background information.
- **Board of Regents Meeting:** L. Hoferkamp reviewed public testimony and committee meeting dates and times.
- **President Johnsen's Visit:** L. Hoferkamp encouraged faculty to attend the presentation by President Johnsen on September 13th in the lecture hall. He will discuss Phase I of Strategic Pathways.
- **Faculty Alliance**
 - Strategic Pathways – L. Hoferkamp reported that Faculty Alliance discussed the summary of the Phase I Strategic Pathways committees report during a retreat last August. They broke it down into 3 general areas – process (i.e. how committees were conducted), facilitation (i.e. why hiring facilitators when Universities have professional facilitators on staff), and participants. She asked for the senators reaction to Faculty Alliance's recommendations. Senators agreed with the recommendations.
 - AccuPlacer, English course placement. Faculty Alliance reconvened the AccuPlacer community practice to develop recommendations on contract renegotiation for this tool that will take place in 2017. Faculty are concerned that the course alignment between campuses has caused the decline in student testing scores.
 - Amendments to Faculty Alliance Constitution & Bylaws – reviewed house-keeping changes.
 - Faculty Alliance Presence on UA Summit Team – reviewed memo to President Johnsen dated 8/23/16 from Tara Smith, chair of the UA Faculty Alliance, requesting the addition of a Faculty Alliance member on the Summit Team. L. Hoferkamp said their request was denied.
- **Alcohol on Campus:** L. Hoferkamp presented the draft alcohol policy for review as requested by the Board of Regents. Senators believed it wasn't necessary to standardize this between all campuses. Provost Carey said Chancellor Caulfield also has a draft alcohol policy and would get that to them. L. Hoferkamp said she would post the draft alcohol use policy reviewed at the Statewide Academic Committee (SAC) meeting. It was agreed that it would be beneficial to include 'dry' student housing for those that have a problem with alcohol.
- **Faculty Senate presence on UAS SPBAC** (TC 45:55): M. Haavig confirmed that the Faculty Senate President and Faculty Senate President-elect will be part of the SPBAC membership.

- **Budget** (TC 47:24): M. Haavig reviewed the UAS budget reductions and hiring information (salary includes 20% benefits). \$5.3 million gap.
- **Common Employee Training** (TC 57:50): Common employee training starts in January 2017 and includes required training such as FERPA and Title IX. See information in the faculty senate shared drive.
- **Title IX Advisory Committee participation** (TC 59:12): L. Hoferkamp reported that they are soliciting membership for this committee and encouraged senators to check with their faculty for interest. Send names to Lori Klein by September 16th.
- **Writing Specialist** (TC 1:12:00): L. Hoferkamp noted the announcement of the new Writing Specialist Allison Neeland.
- **President's Professor Program** (TC 1:00:45): The President's Professors is an effort by President Johnsen and carried forward by Provost Carey. She would like to see some solid proposals submitted by UAS. Please submit ideas to your Dean or Director by September 30 who will then forward to the Chancellor. The final proposal must be submitted by November 1st.

VII. Old Business

- **Special Course/Course Substitution Contracts** (TC 1:11:03): G. Wright reported that a person to create the forms has been identified so the new forms will be presented at the next meeting.
- **Class Scheduling** (TC 1:12:03): R. Gilcrist reviewed information regarding required breaks. She explained that adding time for breaks becomes difficult for 8 hour classes because it makes a long class even longer. It is also difficult to add time for breaks when working with Lab/Lecture classes. It was noted there is a discrepancy in the total class hours to credit hour and total semester hours between the faculty handbook, the registrar's information, and the NWCCU standards. The general consensus was that students and instructors could take bio breaks as necessary without having to schedule them. It was decided that language needed to be developed that clearly defines break times to include in the faculty handbook.

VIII. New Business

- **Single Accreditation** (TC 1:28:42): L. Hoferkamp reported that Faculty Alliance is looking for comments on the Single Accreditation report: 1) Questions/Concerns; 2) Advantages; 3) What is missing from report?; and 4) Recommendations.
 Senator Comments:
 - Humanities: Faculty did not believe single accreditation was a good idea, i.e. expense, disruption, smaller campuses overlooked poor performance at one campus might impact all, potential for more course alignment issues, potential of diluting standards, impacts identity.
 - Natural Sciences: Faculty believe it might be easier in facilitating research (limited to submitting proposals so thought it could be helpful), and beneficial to align campuses to share resources.
 - SOE: SOE courses are mostly eLearning so this may not be relevant.
 - Provost Carey noted the common student experience: A regent liked having everything the same and stated the University should like a bank does in Washington – the bank looks the same in any location.
 - Sitka: They looked at the common email, common calendar, common dates, Blackboard. It is more efficient.
 - Library: Faculty agreed with the report.
 - General statement: There is frustration about student placement scores.
 Based on these comments, L. Hoferkamp will prepare a response to Faculty Alliance.
- **School of Management / School of Education letter of Support** (TC 1:43:55): L. Hoferkamp presented the letter that supports the School of Management and the School of Education in relation to Strategic Pathways Phase I efforts. The senators were in support of the letter (with some changes) and determined that it should be addressed to President Johnsen and Board of Regents chair Jo Heckman, through Chancellor Caulfield. The Chancellor would be notified by L. Hoferkamp that the letter was being prepared.

- **UA statewide IT Governance Meeting** (TC 1:56:02): S. Feero attended the June meeting in Fairbanks as the representative from community campuses. There will be a Level 1 committee (Summit Team) and a Level 2 committee (Standing and Ad Hoc - members of SAC and Administration) and a Level 3 committee (mostly Ad Hoc – i.e. Single Instance Blackboard work group). President Johnsen ensured that campuses would be represented by faculty to keep it student focused.
- **Reporting from CELT** (TC 1:58:56): M. Haavig explained that the Center for Learning and Teaching was created last year and is a regional learning center. She is facilitating faculty involvement with this center. M. Haavig asked that they provide her feedback on the center's name, logo, mission, and what programming or workshops faculty want to see offered. If faculty have a specialty that they would like to teach, please let her know.
- **Faculty Climate Survey:** Senators reviewed the survey and its possible uses.
- **Updates from Marketing Group:** This will be reviewed at the next meeting.
- **Updates from IT:** Faculty Senate was notified that Cody Bennet, the new manager of User Services would be preparing and disseminating monthly updates this semester - focusing on the recommendations from the IT report by Bruce Maas.
- **Wilson Fund** (TC 2:10:07): L. Hoferkamp stated that, as it is currently defined, the use of Wilson Funds is restricted to tenure track faculty to assist with professional development efforts towards tenure. She asked if faculty would consider including long-term term faculty – defined as faculty with continuing appointments after 3 years. The senators decided to solicit comments from their faculty for discussion at the next meeting.

IX. Juneau Items Only

- **Room Assignments** (TC 2:19:10): L. Hoferkamp explained that the room assignments are made based on the number of people on the PCO's – and on a first come first serve basis. After a brief discussion senators would like PCO forms to be modified to include specific needs, i.e. technology. Senators suggested that until the building construction is complete and the classroom space needs are resolved, the Glacier View Room and the adjoining room 220 be included in the list of classrooms to reserve.

Adjournment

The meeting adjourned by unanimous consent at 5:02 pm.

The next meeting of Faculty Senate is scheduled for October 7, 2016 at 3:00-5:00 pm, in the Glacier View Room.