

## UAS Faculty Senate Meeting Minutes

November 5, 2004

Present: Jonathan Anderson, Chuck Craig, Sherry Tamone, Nina Chordas, David Noon, Jennifer Brown, Brian Blitz, Priscilla Schulte, Robbie Stell, Ginny Mulle, Seon Chun, Lynn Shepherd

The meeting was called to order at 3:00 p.m. by Ginny Mulle, Chair, UAS Faculty Senate.

- I. The minutes from the Faculty Assembly Meeting were approved after revision concerning distance delivery verbiage in the catalog. It was thought that the appropriate language was already approved during the May 2004 Senate meeting but it had not shown up in the catalog.

Some discussion about integrating the language concerning distance delivery into the Faculty Handbook. Jonathan asked about how and when the Faculty Handbook was modified. Chancellor has final approval

Jennifer Brown (DE committee) will formulate the correct language to pass to Ginny Mulle, who will pass this to Chancellor Pugh.

- II. The agenda was approved.

- III. Chair's Report

Chancellor's Cabinet Report (Lynn Shepherd): The following were discussed at the cabinet meeting

- a. Northwest Commission on Colleges and Universities (NWCCU) interim accreditation report has just been received with four commendations and three recommendations (educational assessment, faculty scholarship, and new academic programs).
- b. UAS Student Rec Center: there will be a flat yearlong faculty/staff fee for use. \$300.00/year was offered as a suggestion. Spouse could join for an additional \$150.00. Students would all pay \$130.00/semester
- c. Recruitment for a Sitka Director: job description is currently being developed
- d. University Budget: Asking for a 5% increase to fund salary increases/retirement contributions. Also asking for 50% funding for the Alaska Scholars Program
- e. Advising: Advising Task Force needs a senator. Ashley Ahrens is not serving the task force in this capacity but is helping collect data on faculty advising. He is a liaison between faculty and the task force who is also collecting data

- IV. Committee reports:
- a. Online Student Evaluation: No report
  - b. Scholarship of Teaching and Learning (ad hoc committee): We have been informed that elements of the NWCCU Standard 4.B are missing from our faculty handbook. SOTL has agreed to work on the revisions of the Teaching section of the faculty handbook and will take the accreditation team's directives into consideration. They propose to review the wording and compare to current faculty handbook. They will review other NWCCU institution's language for scholarship of teaching. They are to draft guidelines for evaluation of scholarship and teaching that are more defined, include a range of possibilities for professional development, include existing list of activities, so that faculty to be reviewed are not in jeopardy of being denied retention/tenure/promotion. All of this information when used by faculty may be reported in activity reports.
  - c. Distance Education – Did not meet. They will better define seat time.
  - d. Academic Information Services Committee – Members of this committee requested information at each departmental meeting concerning satisfaction with information technology
  - e. Curriculum Committee – There were 107 proposals. Some of the programs proposed are ready to move on to the Board of Regents (BOR) (BA in Communications/Language Arts. There are 2 new minors (one in Philosophy and one in Construction Technology). Curriculum committee does not deal with delivery methods and does not deal with seat time issues. At this time they only look at time in lecture and time in lab.
  - f. Plagiarism Ad Hoc Committee – David Noon, chair, reported that the committee is revising the documents prepared by Tish Satre for the short term. They are clarifying the procedures that faculty need to go through. For the long term they are looking at increasing educational material about plagiarism for faculty
  - g. Working Group on Curriculum Committee Forms and Process – Nothing to report
- V. Guidelines for Chair Elect: There will be no change in the way we nominate faculty for the position of chair elect until a faculty member want to come forward to revise the guidelines.
- VI. LCAB (Learning Center Advisory Board) and Senate Committee G (Learning Center, Tutoring, and Advising Committee): Humanities discussed the dissolution of committee G and recommended that the current Vice Provost's advisory board (LCAB) be expanded and should develop bylaws. A functional board should have more faculty input. Vicki Orazem included a memo that recommends that Committee G remain functional. After much discussion it was decided that Committee G should continue and have faculty representatives selected by the senate serve on both the LCAB and ATF. Committee G (not the LCAB or ATF) would provide recommendations to the Senate which could then

pass them on to the Provost's Council. There should be 2-way communication between LCAB, ATF and Committee G. Two faculty members from Committee G should serve on the LCAB to deal with Learning Center issues and to monitor the LCAB; a faculty member from Committee G should serve on the ATF to deal with and monitor advising issues. The purpose of Committee G is to advise the Senate and serve as a liaison to administration. Members of Committee G will serve on the ATF and LCAB. It is not clear whether there is a representative from either Sitka or Ketchikan. Ginny Mulle will check with Pricilla. Ginny Mulle will let the chair of Committee G know that faculty members need to be assigned to LCAB and ATF.

- VII. Performance Based Outcomes Measures (PPBO). Learning Outcomes Assessment is slated to move forward. A portion of the budget will be directed at those MAUs that show high metrics in Outreach and Partnership. What will these metrics be? How should UAS assess this? Lynn Shepherd passed around metrics devised by UAA for community involvement. Lynn needs ideas by Tuesday (November 9<sup>th</sup>). Online activity reports will allow for streamlining this function. Faculty would declare all of their community and professional service and make this available.
- VIII. UAF initiated change in BOR policy:
1. The UAF faculty senate has recommended that the current BOR policy P10.05.03 (Part X – Academic Policy; Chapter 5 – Admission and Graduation Requirements) be removed from BOR policy and added to University Regulation R 10.05.03 (Part X – Academic Regulation, Chapter V). As it currently stands, if a student wants to appeal for an exception to the admission or graduation requirements, they must appeal to the BOR. As the BOR does not meet as frequently as the appeals process may demand, students can not have their appeal heard in a timely fashion. By removing the requirements from BOR policy and moving them into University Regulation, each MAU may hear and decide the student appeal. The recommendation of the UAF faculty senate was approved.
  2. The UAF faculty senate has recommended that the current BOR policy P10.06.01 (Part X – Academic Policy; Chapter VI – Assessment) regarding program review be revised to be less cumbersome, and more efficient. The recommendation of the UAF senate was approved.
- VIX. UAF initiated recommendation that a policy be established on the Identification and Use of Invalid Academic Degrees. The policy will be reviewed and addressed at the next senate meeting in December.

The meeting was adjourned at 5:15 p.m. by Ginny Mulle, Chair, UAS Senate.

