

MEETING MINUTES
University of Alaska Southeast Faculty Senate

February 3, 2017 Egan Library 211

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 (in Juneau)	x

*dual capacity

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

G. Hays (recorder)

Guests: Colleen McKenna, Megan Watson, Cody Bennett, Brian Buma, Carolyn Bergstrom, and Lora Vess

I. Call to Order

L. Hoferkamp called the meeting to order at 3:02 pm.

II. Approve of Agenda (TC 3:39)

N. Chordas moved to approve the agenda of the February 3, 2017 meeting. A. Jones seconded. The motion passed without objection.

III. Approval of Minutes (TC 4:05)

R. Gilcrist moved to approve the minutes of the December 2, 2016 and the January 13, 2017 meetings. N. Chordas seconded. The motion passed without objection.

IV. Committee Reports

Faculty Senate Committees

- **Undergraduate Curriculum Committee (TC 4:30):** C. McKenna reviewed the following Category A proposals for Faculty Senate approval. C. Bergstrom was present to answer any questions.

17-08 BIOL 110 Intro to Marine Fisheries Sciences, and 17-09 UAS/UAF FISH BS Category A proposals. M. Buzby noticed S273 on the list of courses required but not on the list of courses offered. That change will be made. *J. Ward moved to approve Proposal 17-08 and 17-09 as amended. G. Wright seconded for second reading and final approval. The motion carried with unanimous consent.*

The following Category B proposals were included in the meeting packet for Faculty Senate information. 17-01 Biology BA, 17-02 Biology BS, and 17-03 Marine Biology BS Category B Curriculum Change

17-19 MATH S411 and 17-20 Mathematics Minor Change Category B Curriculum Change (It was noted that the change of name is to History of Mathematics.)

- **Graduate Curriculum:** no report
- **Research and Creative Activities (TC 11:40):** Brian Buma reported on the URECA funding and that they were able to pull together about \$15,000 from private and foundation funds in addition to the portion of general funds allotted to the URECA program. They are also working to set up a more streamlined process whereby every student that is awarded in the future will have their own budget fund and org to manage. He says both the URECA and Honors funds are ripe for cutting because they are part of the general fund

through the School of Arts and Sciences. He believes it is important to keep URECA funds available because not all the private funds are equal opportunity funds. They are often designated 'for' something. It is a challenge being faced at this time.

- **Equity and Cultural Safety (13:35)** (Formerly known as the diversity action committee): No report.

Faculty Senate Ad Hoc Committees

Enhancing the Baccalaureate Experience (TC 17:11): G. Wright said they have not met since the last faculty senate meeting. Provost Carey said members of the group will meet in small groups across campus to generate feedback and identify support.

Other/Shared Governance

- **Master Plan Implementation Committee (MPIC) (TC 18:38):** G. Wright reported that the committee still has not yet met.
- **TLTR Regional (TC 19:05):** R. Gilcrist reported that the single instance Blackboard has migrated. The old collaborate recordings have not all been moved forward. The Blackboard course searches are coming up with incorrect data so if looking for courses it's best to work through UAS online. CELT has a new home in Egan 103 and Megan Watson is the new faculty liaison. The focus is 20% instructional design, and 80% professional development, excellence in learning and teaching. R. Gilcrist also discussed SafeAssign which is a component of Blackboard and reviewed the options available to faculty regarding submission of student work to universal vs local databases. They determined that this issue and the software settings associated with it had been discussed in Faculty Senate a couple years prior and decided that while it was good to work through the information again, it would be best to have TLTR solicit comments from their respective faculty representatives and return a recommendation to Faculty Senate. R. Gilcrist continued her report and said that TLTR discussed Quality Matters as an option for course review and accreditation for faculty that could use a framework to look at their courses. It was explained this is in place of the prior peer review committee and that this is a voluntary outside resource. She asked senators to please let their faculty know that this resource is available and encourage them to contact TLTR about this opportunity. See an email from Maureen about an upcoming workshop.
- **CELT (TC 35:30):** Megan Watson reported that CELT moved to Egan 103 (includes Maureen's office) and that a training/workshop area is being created. The website is being refreshed. Also CELT is supporting travel for an assessment group of UAS faculty to attend training by AASCU. Upon return that faculty will conduct workshops with the knowledge they gained from attending. They are planning another Alt textbook project and other workshops/professional development brown bags through the technical design workshops.
- **Room Usage Working Group (TC 38:06):** The committee has not yet met. They will be tasked to work with B. Hegel to generate a record of the process for room assignments to be made available to faculty. Room 211 is currently booked through Jonas Lamb.
- **McDowell Report Work Group (TC 39:08):** The McDowell Work Group faculty members (G. Wright, R. Gilcrist, M. Chapman, H. Batchelder, and C. Brown) met December 6. They have been looking at the 2 year old report and providing feedback on how it can be made better the next time. McDowell Group is preparing a new survey from that feedback. The Provost said McDowell Group was reluctant to provide open ended survey questions due to the logistics and coding issues. After the survey the Provost said she wants the group to get back together to review the results.
- **Sustainability (TC 41:39):** Lora Vess reported that the committee's core theme for this year is climate change. The Inauguration Day event was a teach-in. The next event is a showing of the film "Before the Flood" on February 17th. They are currently collaborating with the sustainability club who are working on a composting project. The committee is also researching participation in a climate change march taking place in Juneau on April 29, 2017

V. Guests

- **IT Report** (TC 47:29): The data center relocation took place over the winter break which included some firewall changes. The review of voicemail recordings requires downloading the file first. Contact the helpdesk to explore the option to get the voicemail notification forwarded to your email. He commented, that in regards to the assignment of room 102 and 103 for the SMART classroom, the request for these rooms was made through the faculty, then went to the dean and then to the Chancellor's executive committee. Cody Bennett referred to a status report on the Maas Report authored by Michael Ciri [see share file].

VI. Provost Report & Chancellor's Report (TC 55:13)

Provost Carey reported on the following:

- The Student Success Summit will take place on Friday, February 10th from 8:30 am to noon in the Glacier View Room. She received over 65 responses to the enrollment issues survey which she hopes to send out on Monday. She encouraged the faculty to review that information and provide recommendations directly to her.
- Budget scenarios (based on a 5% reduction?) are due to her next week.
- As mentioned previously by Megan, the Provost Assessment workgroup will be going to Phoenix next week to attend a workshop (Alberta Jones, Andrea Dewees, Math Trafton, Ali Ziegler, Robin Gilcrist, and Colleen McKenna). The hope is for them to return with ideas on how to assess our GER's. They will conduct two workshops - one this spring and one during convocation. They will also receive some release time next year to continue this effort.
- Frank Coenraad is coordinating a summer program called Summer in the Rainforest – Teachers as Artists and Artists as Teachers, July 31 – August 4. This is in collaboration with The Alaska Arts Education Consortium, The Juneau Arts and Humanities Council, Sealaska Heritage and Goldbelt. The event will incorporate performing arts, visual arts and written expression and be taught by Lyle James and Ernestine Hayes.
- Title IX – The Office of Civil Rights will deliver a reprimand to the UA system publicly the week of February 13th. The Provost said this will most likely create a lot of controversy, so if faculty are asked for information on this to please refer all questions to the Chancellor, our Public Information Officer Keni Campbell or our Title IX Coordinator Lori Klein. She anticipates that UAA and UAF will receive most of the media coverage, yet UAS is mentioned in the report as well.
- Faculty Excellence Awards – She reported that in AY 14-15 there were 12 nominations and in AY 15-16 there were 7. She is encouraging faculty from all campuses to participate in this award program and consider nominating a peer for these awards.

VII. Old Business

- **Power & Privilege Symposium** (TC1:1:15) The P&P Symposium Assessment Outcomes and Report was referred to [see share drive]. L. Hoferkamp explained that a date for next year's symposium must be determined in order to get it on the AY 17-18 academic calendar. It was suggested to alternate the days between each year – Tuesday on the odd year and Wednesday on the even year. *G. Wright moved the AY 17-18 Power and Privilege Symposium be held on Tuesday, November 7, 2018 and that the assignment of the day be alternated between Tuesdays and Wednesday of the second week in November each year. M. Haavig seconded. Motion passed without objection.*
- **Class Break Scheduling** (TC 1:07). L. Hoferkamp reviewed the comment from NWCCU regarding class break scheduling and determined that the UAS Faculty Handbook could remain silent on this issue. A memo will be crafted and sent to the registrar's office.
- **Faculty Morale Survey** (TC 1:08:21): L. Hoferkamp referenced the Faculty Morale Survey data results and the letter to the Chancellor in the share file. She received feedback that some of the comments should have been redacted to maintain confidentiality, which she did and she apologized to the faculty that had

been affected. There was a short discussion on what could be done about the morale and decided that basically the focus needs to be on the items they have control over and that L. Hoferkamp would pursue further discussion with the Chancellor and Provost.

- **Common Calendar** (TC 1:18:04): L. Hoferkamp said she received additional comments about the common calendar from faculty and referred to the memo on the share drive. M. Buzby said the final exam schedule is impacted by the common calendar and needs to be revised.
- **Rasmussen Grant** (TC 1:19:20): Funding from the Rasmussen Grant (\$25K) is available. The Chancellor is willing to submit a proposal for one UAS Smart Classroom. Senators had not yet received any comments from faculty. Senators were advised to ask interested faculty to send ideas to Provost Carey.
- **Wilson Fund** (TC 1:21:40): The Wilson Fund budget is supported by union buy-outs. Identify if all faculty have access to professional develop funds. Faculty Senate confirmed its previous vote on Wilson Fund faculty availability criteria stands.
- **Letter to Juneau TLTR and Room Usage Working Group** (TC 1:29:15): Senators were asked to submit any edits to this letter to L. Hoferkamp by COB 2/8.
- **Credit for Prior Learning (CPL)** (TC 1:31:39): M. Buzby reported that during the Faculty Alliance retreat on 1/17, she gathered information on CPL's from UAA and UAF and was directed to find out if UAS would want some commonalities across campuses in regards to Credit for Prior Learning. She summarized there are several ways to make a common comparison of CPL – national exams, portfolio for assessment, fees, class differentials for transfers for non-GER courses. After a lengthy discussion, it was decided M. Buzby will email to senators a question to pose to their faculty about aligning CPL fee requirements and report back.

VIII. New Business

- **Safe Assign Global Reference Database**: See TLTR report under IV. Committee reports.
- **President Johnsen and Strategic Priorities** (TC 1:45:05): The draft letter to President Johnsen [see share file] will be reworked and approved for distribution via email. Senators suggested meeting with Miles Baker, University legislative liaison, to address faculty concerns over potential impacts to legislative opinions of UAS resulting from that letter.
- **College of Education** (TC 1:52:53): L. Hoferkamp said the Faculty Alliance wants the School of Education faculty to know that they offer their support during this time of transition. She also asked what the UAS Faculty Senate could do to help. A. Jones replied that it has been very helpful to meet with all the campuses and that right now they are just waiting for the memo from President Johnsen regarding implementation of the plan. Faculty are concerned about the workload impacts of the various committees and workgroups created for implementation. A. Jones thanked them for their support and said they were overwhelmed by the community and faculty coming together on their behalf during the process.
- **Strategic Pathways Phase II** (TC 1:57:20): L. Hoferkamp explained that at the Faculty Alliance meeting the faculty senates agreed to collect faculty input regarding the options that are presented in Strategic Pathways Phase II and summarize those in a letter to President Johnsen. She asked senators to solicit input from faculty and then forward to L. Hoferkamp by COB Friday 2/17. She encourage faculty to also submit comments through the SP website feedback form. <http://www.alaska.edu/pathways/phase-2/>
- **Strategic Pathways Phase III** (TC 2:00:38): L. Hoferkamp reported that while attending the facilities team meeting for Phase III, she was given permission from VP Dan White to hold meetings with the other UAS Phase III team members to discuss the progress and encourage input and feedback. The senators were supportive of her efforts to arrange these meetings.
- **CourseLeaf Catalog** (TC 2:02:24): B. Hegel reports that the new academic catalog program is up and running. Please have faculty check their program entries, GER requirements and student competencies for accuracy.
- **Faculty Senate nominations** (TC 2:05:55): Nominations for positions open March 1st. Senators were reminded that nominations for President-elect will remain open until March 31st and should no

nominations be offered from an academic unit or campus, a senator by default can be automatically nominated for President-elect.

IX. President's Report (TC 2:07:14)

The following President's report was sent to senators via an emailed dated February 3rd.

- A. Faculty Alliance December/January activities. See FA Report to Senates 1701.pdf
- B. Board of Regents
The Board is holding a special meeting next week; the meeting will go into executive session "to discuss matters that by law are required to be confidential related to Title IX."
- C. Strategic Pathways; Phase III
Arts and Humanities, Facilities, Finance, Land Management, Mine training, Risk Management, Social and Natural Science
Meetings among UAS Phase III team members and interested faculty will be arranged.
ACTION ITEM: Please email Lisa with suggestions for times that will provide for best attendance.
- D. Minors on Campus. See: 2016.12.13 UA Minors Regulations.docx
ACTION ITEM: Please distribute relevant information and gather comment for March 3, 2017 FS meeting.
- E. Chancellor Caulfield has asked administrators and deans to submit plans for a 5% reduction in current funding.
- F. Fall 2017 Convocation
Scheduled for the week prior to start of classes
- G. Committee Members list. See shared drive: AY16_17 Committees_Faculty Senate.docx
- H. Faculty Senate Handbook Committee
Sitka & Ketchikan representatives: Susie Feero and John Radzilowski
- I. President's Professor goes to UAF College of Engineering and Mines Professor of Energy
- J. Soboloff 102 and 103 assigned to NW Coastal Arts, EL 104 to digital film/media screening
Michael Ciri: Until we have the time to complete our research, we will not know if the changes in Library 104 can all be accomplished by the fall. My hope is that, at a minimum, we will have a new projection system and screens in place by then.
- K. Diversity Action Committee: changed to Chancellors Advisory Committee on Equity and Cultural Safety. See Chancellors Advisory Committee 161219.pdf
- L. Faculty Senate President Elect nominations
ACTION ITEM: Please gather nominee names and supporting information for presentation at the 3/3/17 Faculty Senate Meeting.
- M. CourseLeaf Catalogue is online.
Read only access available to all. User access required to edit. Dean-appointed designees will check CourseLeaf Catalogue draft wording for respective programs. Designee will proof but faculty is encouraged to double-check.
If changes have occurred to GERS, proof-reading responsibility has not been assigned to dean's designees. GERS fall under A&S.
ACTION ITEM: A&S faculty go to relevant CourseLeaf section and proofread. Please report any errors to Kristy Smith, the A&S dean's designee.

Please remember the following mutually agreed upon points of interest and action items:

- 1) Title IX – Office of Civil Rights has issued reprimand to UA – publicized in mid-February. All questions from outside sources should be referred to Lori Klein or Keni Campbell
- 2) Announce P&P Symposium date as Tues, 11/7/17 and encourage faculty to plan accordingly.
- 3) Smart Classroom proposal by Chancellor Caulfield – interested faculty should contact Provost Carey.

- 4) Comments, edits or additions to the letter to the Room Usage Working Group (See Letter JTLTR_RUWG 161215.pdf) should be sent to me by Wednesday 2/8/17.
- 5) Gather faculty feedback regarding Strategic Pathways Phase II options from faculty and forward to Lisa by 2/17/17.
- 6) The letter to President Johnsen from the UAS Faculty Senate was sent on 2/6/17 and can be found on the shared drive under the 2/3/17 meeting folder.

Adjournment (TC 2:09:12)

The meeting adjourned by unanimous consent at 5:09 pm.

The next meeting of Faculty Senate is scheduled for March 3, 2017 from 3-5 pm in Egan Library 211.