

**MEETING MINUTES**  
**University of Alaska Southeast Faculty Senate**  
**December 6, 2013 Egan Library 211**

In Attendance (in Juneau): V. Fredenberg, A. Thomas, V. Williams, P. Dalthorp, C. Bergstrom, M. Haavig, J. Ward, R. Caulfield and G. Hays/M. Moya, recorder.

Via Audio: J. Martin, T. Anderson, C. Ianuzzi

Guests: M. Stekoll, K. DiLorenzo

**I. Call to Order** (tape count 04:10-05:21)

President Fredenberg called the meeting to order at 3:05 pm.

**II. Approval of Agenda** (tape count 05:21-05:39)

The Senate approved the agenda unanimously.

**III. Approval of Minutes – 11-1-2013** (tape count 05:45-06:06)

The minutes of the November 1, 2013 meeting were approved as presented.

**IV. Provost's Report – R. Caulfield** (time count 06:25- 18:44:00)

Accreditation Report (06:25- 09:19)

The Provost reported that we have received the draft report from the NWCCU accreditation team and because it is in draft he could not yet release it for review to others at this time. He was pleased to announce that we received two accommodations: 1) Mission and Core Themes. All the people that were interviewed were able to very clearly express and articulate our mission and core themes; and 2) Shared Governance. The Provost also reported that we received two recommendations – things to work on: 1) Financial Aid. We must develop ways to communicate clearly our financial aid opportunities and the responsibilities associated with going into debt; and 2) refine our matrix. He thanked those that were involved in pulling the report together and assured them that when it becomes final the report would be shared with everybody.

Board of Regents (tape count 09:20 – 41:36)

R. Caulfield reported that the M.ED. in Science Education program, approved by Faculty Senate and the Statewide Academic Council (SAC) will be going before the Regents in Fairbanks next week.

The Provost said that dual enrollment is an item on the BOR's agenda for discussion. UAS has the most stringent criteria – 3.0 GPA, an age requirement of 16, and we require 3 signatures to approve a student enrolling in the course. Some Regents believe these are obstacles, so we may be asked why we have such stringent criteria. UAS's intent, of course, is student success and student readiness for college courses/exams, and clarity of expectations. He said, however, that there is a push to have the same requirements across all MAU's, or remove them altogether. The Senators discussed the definition of dual enrollment, the qualification/ratings of the professor teaching the course, and possible guidelines for enrollment (i.e. requiring a minimum GPA). The Provost encouraged the Senators to review the policies which are located on the Provost website under dual enrollment in order to be informed as these discussions take place. [http://www.uas.alaska.edu/provost/academic\\_affairs.html](http://www.uas.alaska.edu/provost/academic_affairs.html).

## **V. President's Report – V. Fredenberg** (time count 23:10-45:20)

### **SAC Meeting**

V. Fredenberg reported that many of the items the SAC members would be discussing would revolve around the Board of Regents agenda. Other items include minimum baccalaureate standards, E-learning, and undergraduate research.

### **SPBAC - Strategic Planning & Budget Advisory Committee**

V. Fredenberg reported that during this initial meeting the process, membership and charge was reviewed. Due to the cut in the Governor's budget, the committee's focus will be on finding budget efficiencies. He encouraged Senators to share ideas for budget savings. The AY 15-16 budget will be presented in January. The next SPBAC meeting is scheduled for December 16<sup>th</sup> at 2 pm.

### **UAS Campus Master Planning Modification Committee** (tape count 32:10–45:20)

V. Fredenberg reported on behalf of committee co-chair Kevin Krein. The committee held a work session yesterday. He said that the biggest issue they agreed on is that Faculty will keep their private offices. The next biggest hurdle to overcome is the placement of IT personnel when the Whitehead Building (WB) is renovated. If the plan for the WB is approved, the remodeling could begin in the summer. The Provost emailed the Senators the composition of the committee. V. Fredenberg said that if Juneau faculty were interested in serving on the committee, to let him know. The membership of the committee is still being filled and an official meeting of the committee has not yet taken place.

## **VI. Committee Reports**

### Curriculum Committee (tape count 49:35–50:20)

P. Dalthorp reported that the Curriculum Committee met on November 15<sup>th</sup> and is in the process of reviewing all the submitted proposals. He also encouraged folks to attend the student art show tonight at the first Friday Gallery Walk.

### Research Committee (tape count 50:38)

V. Fredenberg reported on behalf of the committee that they had nothing to bring before Faculty Senate at this time.

### Graduate Committee (tape count 50:45–59:10)

K. DiLorenzo reported the Graduate Committee is undertaking the review of their section in the catalog. The final product will be reviewed by faculty and finally brought to Faculty Senate for. The revisions include adding such things as Degree works and formalizing current processes. She said that while there have been positive comments about the new forms there is some concern if all faculty will be able to use the electronic signatures. V. Fredenberg commented that there is access to the Adobe programs through UA online so it shouldn't be an issue in the future.

### Academic Integrity Committee (tape count 59:22–1:02:20)

M. Haavig reported that the Ad Hoc Academic Integrity Committee met last month. She reviewed the committee charge and membership roster and encouraged the Senators to distribute to fellow faculty to promote awareness. Any comments or suggestions could be passed on to her or co-chair Lori Klein. The next meeting will be held in the Chancellor's conference room on Tuesday, December 10, at 3:00 pm.

Faculty Alliance (tape count 45:25–49:12)

V. Fredenberg reported that the Alliance worked on the draft of Shaping Alaska's Future and sent it to President Gamble. They believed it was not a well written document and that the process was flawed as it did not include enough faculty input.

There is a proposal to cut the tuition waiver benefit based on survey data. In response, the Alliance drafted a Resolution in support of keeping the tuition waiver in place. He also reported that the Alliance has started the review and revision of their Constitution and by-laws. They meet again next Friday.

## **VII. Old Business**

Committees on Campus and Committee Assignments (tape count 58:30–1:48:00)

V. Fredenberg reported that the meeting packet includes a draft summary of UAS committees with faculty participation. The list will be refined further to include Sitka campus committees and committees still pending formation (including an electronic record files committee). The list will also include committee charges, chairs, and reporting lines.

WiFi Connectivity Across Campus (tape count 1:54:00–1:55:24)

V. Fredenberg said that A. Staack met with Michael Ciri on the issue of connectivity across the Juneau campus. M. Ciri reported the problems have been fixed, however M. Stekoll reminded him that there are still outstanding problems in the Anderson Building.

Administration and Staff Evaluation by Faculty (tape count 1:55:25–2:06:45)

V. Fredenberg asked the Senate if it wished to engage in evaluation of administration and staff. M. Stekoll expressed concerns that previous evaluations have not persisted. T. Anderson stated it would not be appropriate to evaluate a particular person, but perhaps a unit. This would be more like customer input. R. Caulfield said he has asked for confidential feedback on the persons who directly report to him (the Deans and Directors). This information is an important element in a broader evaluation. He added the President recently implemented 360 degree evaluations of management conducted by an external agency. He asked if the Senate was satisfied that these were sufficient/appropriate channels for faculty input. J. Ward said she had an opportunity to provide feedback on her director and that she was satisfied with the process. M. Stekoll said he felt it was appropriate for faculty to evaluate their supervisors (Deans/Directors), but not staff. R. Caulfield found on the Web that UAF has an Administrator Review Committee as a sub-committee of its Senate.

## **VIII. New Business**

Good-bye to CIOS (tape count 1:04:03 - 1:05:23)

V. Fredenberg reported CIOS is no longer an entity on its own. Consequently, Rick McDonald will no longer be attending Senate meetings. The Senate agreed that its Bylaws will need to be changed to reflect this change in the composition of the Senate.

Development of Criteria for Professional Development (tape count 1:48:01 – 1:53:45)

V. Fredenberg asked the Senate if an effort should be expended to develop criteria for faculty professional development in the Faculty Handbook. The Senate agreed the existing, general language in the Handbook is sufficient guidance for faculty.

Faculty Contract Calendars (tape count 2:12:25 – 2:13:20)

V. Fredenberg explained a batch of new faculty contract calendars are in the Senate drop box. They were provided for informational purposes.

Minimum Faculty Requirements (tape count 2:13:21 –2:19:10)

V. Fredenberg asked if there is an interest in defining minimum faculty requirements/criteria with regard to terminal degree credentials. V. Williams said at a minimum the courses in that degree need to be reviewed. This is made more complex when the transcript is from foreign institutions. Other issues to consider are faculty input in new faculty hires and use of emergency hires.

**X. Adjournment**

Nothing further came before the committee and the meeting adjourned without objection at 5:15 pm.

The next meeting of Faculty Senate is schedule for February 7, 2014.