

MEETING MINUTES
University of Alaska Southeast Faculty Senate
October 4, 2013 Egan Library 211

In Attendance (in Juneau): V. Fredenberg, K. Krein, A. Thomas, V. Williams, P. Dalthorp, C. Bergstrom, A. Sesko, M. Haavig, J. Ward, and M. Moya, recorder.

Via Audio: R. McDonald, J. Martin, T. Anderson, C. Ianuzzi, and R. Caulfield

Guests: E. Hill, B. Hegel

I. Call to Order (time counter: 00:00-1:56)

President Fredenberg called the meeting to order at 3:02 pm.

II. Approval of Agenda (time counter: 1:56-3:13)

There were no changes to the agenda and it was approved as presented.

III. Approval of Minutes – 05-03-2013 and 09-06-13 (time counter: 3:14-7:30)

The minutes of the May 3, 2013 meeting and the September 6, 2013 were approved as presented.

IV. Provost's Report – R. Caulfield (time counter: 7:31-37:45)

WICHE Conference:

R. Caulfield reported on the topics discussed at the WICHE conference including federal government funding colleges and universities based on outcomes, forthcoming Carnegie report regarding the meaningfulness of the Carnegie Unit, and reciprocity agreements (in compliance with federal regulations) allowing universities to offer online courses to students who reside outside of their state.

Shared Governance Meeting:

R. Caulfield announced a Shared Governance meeting for Senates and UAS executive management is scheduled for Saturday, October 26th. He added that the Chancellor, Vice Chancellors, Deans, Directors, Registrar are expected to attend. R. Caulfield invited Senators to suggest topics to discuss at the meeting. Topics suggested include: budget (changes) information, space utilization, and selected issues in the Faculty Senate constitution (including the role and authority of the Senate in shared governance).

Board of Regents Meeting:

R. Caulfield reported that the Board of Regents approved the new UAS Associate of Science degree. He explained the new degree still needs to go to the NWCCU for its final review and approval, before students can begin formally enrolled into the program. R. Caulfield also reported on UAS' presentation on program reviews. V. Williams asked what action the Board took with regard to Residency Credits and the extent to which they are applicable between UA universities. With assistance from B. Hegel, V. Fredenberg cited the language changes to BOR P10.05.030 (Residency Requirements) the Regents approved. B. Hegel clarified that the language has been forwarded onto the MAUs for them to further define how residency will be interpreted at their individual MAUs. V. Fredenberg added that Faculty Alliance is expected to take up this topic at their next meeting.

Space Utilization:

R. Caulfield reported there is an ongoing effort, facilitated by Facilities Services, to learn more about space utilization needs from deans, directors, faculty, students, and staff. He explained this is in light of the likelihood that UAS will not see the construction of new buildings in the future; instead, UAS needs to use existing space more wisely. He went on to explain that outside architects and consultants have been hired to assist with this effort. R. Caulfield suggested faculty talk with their deans and directors

about when upcoming space utilization meetings are taking place. V. Fredenberg asked to have someone familiar with the space utilization planning process meet with Faculty Senate to explain the planning and input process. R. Caulfield agreed to work with the Senate President and coordinate with Facilities Services to arrange open forums so faculty have additional opportunities to offer input on space utilization.

Faculty Handbook Committee:

R. Caulfield said he looks forward to working with this year's Handbook Committee, with an eye toward having a revised Handbook to the Senate by mid-Spring, so the Handbook can be finalized by the May Faculty Senate meeting and available for usage by faculty effective July 1, 2014. V. Fredenberg asked if the Senate is aware of any faculty that have expressed a desire to serve on this year's Handbook committee. Susan Andrews was identified as interested in serving. V. Fredenberg asked the Provost to proceed with scheduling Handbook Committee meetings for this academic year.

UAS Year Three Accreditation Self-Study Report & Upcoming Evaluation Meetings:

R. Caulfield reported that UAS submitted its Year 3 accreditation self-study report to NWCCU (focused on UAS resources and capacities). He said that he and the Chancellor had an audio conference with the Chair of UAS' NWCCU Evaluation Team to discuss the evaluation process and timeline. He explained he is expecting the Evaluators to contact specific individuals across UAS (as yet unidentified) the first two weeks of October, to schedule appointments to conduct phone interviews (likely including Faculty Senate leadership).

President's SDI Initiative & Next Steps:

R. Caulfield reported that the President is moving into the third phase of the Strategic Direction Initiative (SDI) with meetings at the end of October with executive leadership across the UA system, including Faculty Alliance representatives. The objective of the meetings is to move into the third phase of the SDI project (Shaping Alaska's Future), including next steps to implement things identified as needed in the earlier phases of the SDI project.

V. President's Report – V. Fredenberg (time counter: 37:46-55:22)

Program Review Ad Hoc Committee:

V. Fredenberg explained that Dean Sousa is seeking a Senator to serve on the Program Review Ad Hoc Committee which has been charged with reviewing and improving the UAS program review process. M. Haavig asked if it would be possible for a faculty member who is not a Senator to serve on the committee. K. Krein added that Dean Sousa is looking for faculty who have undergone program reviews to serve on the committee. V. Fredenberg said he will contact Dean Sousa to clarify her intent.

Concerns to Share with Union Representation:

V. Fredenberg reported he will briefly present faculty concerns at a meeting tomorrow with union leadership. The concerns he intends to raise include (not in priority order): space utilization, budgets/enrollments taking priority over academics, the process for determining the need for new faculty/staff and filling existing vacancies, full-time faculty to staff ratios, shared governance, lack of process for administrator and staff evaluation by faculty, and low UAS faculty salaries with corresponding high costs of living.

VI. Committee Reports (55:23-1:20:25)

Curriculum Committee – P. Dalthorp

P. Dalthorp reported that the Curriculum Committee held their first AY13-14 meeting on September 20th and are currently sorting through submissions. The next Curriculum Committee meeting is scheduled for

October 18th. P. Dalthorp added that the committee is considering modifications to the curriculum review/approval process.

V. Fredenberg clarified that, according to the Senate bylaws, proposals for substantial changes or new programs (category A) come to Faculty Senate first, before going to the Curriculum Committee. B. Hegel said it's helpful for the Curriculum Committee to know what is under consideration by the Senate, so the committee can plan for what's coming through the pipeline. E. Hill added it's the individual faculty member's responsibility to simultaneously transmit their category A proposals through both their Faculty Senate representative and the Curriculum Committee. V. Fredenberg suggested additional training be provided to faculty so they understand on how to properly use the Curriculum Committee proposal process (perhaps through the Faculty Development Seminar).

Research Committee – B. Vander Naald

No report – not present

Graduate Committee – K. DiLorenzo

V. Fredenberg presented for K. DiLorenzo, who was not available to attend the meeting. He reported that the committee passed the M.Ed. in Science Education and forwarded it on to the Senate for consideration. (K. Krein agreed to sign the new program proposal form as designee for V. Fredenberg, should the Senate approve the new degree later this meeting under Old Business.)

B. Hegel also added that the Graduate Committee has reviewed and approved the new Curriculum Committee forms (presented to Senate later at this meeting).

Statewide Academic Council (SAC) – V. Fredenberg

V. Fredenberg asked if the SAC passed Super Tuition. R. Caulfield said SAC determined that the President has the authority to make the decision about setting Super Tuition. As a consequence, SAC forwarded to the President UAF's pending Super Tuition proposal (applicable only to the UAF School of Management).

Faculty Alliance – V. Fredenberg

V. Fredenberg reported that Faculty Alliance will meet next week to establish priorities for the year. He added that Faculty Alliance is allowing the post-tenure review issues (dealt in further detail later in the agenda) to be handled as an issue during current collective bargaining agreement negotiations.

VII. New Business – Part One (1:20:47-1:26:16)

Changes to BASS Degree – Erica Hill

V. Fredenberg invited E. Hill to speak to the proposed changes to the BA in Social Science degree (so she does not need to remain for the rest of the meeting). E. Hill said the Social Sciences department proposes to make basic changes to the structure of the BA in Social Science degree, based on annual reviews of the program with students. Feedback of overall SSCI courses (which address social sciences as a whole) weren't really working as currently structured. To address this concern courses were reorganized and a new course developed (detailed in the proposals included in the meeting packet). Changes reflect new faculty recently hired; emphasis on statistics and methods. The expectation is that these changes will greatly reduce class drops and improve graduation rates. Additionally, the world language recommendation was changed to a requirement.

M. Haavig moved that the Senate approve the BA in Social Science degree changes as presented and advance the proposal to the Curriculum Committee; A. Sesko seconded the motion. The motion passed unanimously.

VIII. Old Business (1:26:16-1:51:45)

M.Ed. in Science Education (1:26:16-1:40:25)

V. Fredenberg designated K. Krein to administer the discussion, so he would be free to speak in support of the proposal. K. Krein assumed chairmanship of the meeting. K. Krein released the floor to V. Fredenberg.

Three faculty will be coordinating the program; no new, additional faculty will be needed.

V. Fredenberg went on to explain that last May an earlier version of the proposal mistakenly did not go through the proper review/approval channels; it was routed to the Graduate Committee before it went to Faculty Senate. In September the process was started all over again, with an entirely new proposal packet. (Newly prepared proposal packet included in Senate meeting packet.) V. Fredenberg confirmed that the Graduate Committee has passed the proposal packet and it's ready for Senate consideration.

M. Haavig moved that the new M.Ed. in Science Education degree be approved and forwarded on the Provost's Office and Chancellor for formal review/approval. It was seconded by A. Sesko. K. Krein called for a vote. The motion passed unanimously.

R. Caulfield confirmed that further approval routing for the new degree includes the Provost and Chancellor, followed by SAC, Board of Regents, and NWCCU.

K. Krein released chairmanship of the meeting back to V. Fredenberg.

Electronic Faculty Files Ad Hoc Committee (1:40:25-1:45:08)

V. Fredenberg asked if the Senators were aware of any faculty interested in serving on the Electronic Faculty Files Ad Hoc Committee. The following persons were identified: Virgil Fredenberg, Mike Stekoll, Chip McMillan, Jennifer Ward, Maaren Haavig, Daniel Lord, Brian Buma, Rick Caulfield, Maria Moya, and an IT representative. (R. Caulfield said he would follow up on the IT representative.)

Adult Degree Ad Hoc Committee (1:45:09-1:50:00)

R. Caulfield welcomed faculty engagement in an Adult Degree Ad Hoc Committee. A. Thomas said Jeff Lofthus has expressed interest in serving. (M. Haavig said Sarah Schauer, a staff advisor, has also expressed interest in serving on the committee.) V. Fredenberg asked the Senators to put out more feelers for faculty participation on this committee. He also tabled the issue until the next Faculty Senate meeting.

Resolution – UAF UNAC Post-Tenure Review Proposal – Fredenberg (1:50:00-1:51:45)

V. Fredenberg explained that UAF's resolution recommends that the process of post-tenure performance reviews for UNAC faculty be modified to eliminate levels of review above the dean, in cases where both the peer committee and the dean have judged the faculty member's performance to be satisfactory. The resolution includes language so it can be forwarded to the administration and UNAC who are currently negotiating changes to the UNAC CBA.

J. Ward moved that UAS support the same resolution that UAF put forth about the post-tenure review process; M. Haavig seconded the motion. The motion passed unanimously.

IX. New Business – Part Two (1:51:46-2:10:00)

Revised Curriculum Committee Forms

P. Dalthorp explained that the Curriculum Committee forms were recently changed; they can be found on the Curriculum Committee webpage. He added that the webpage also contains information about the new process for submitting curriculum proposals. The main change made to the process is the sequence of events that get forms from Deans to the Curriculum Committee. Previously, the process was ambiguous about forms having to go through the Provost's Office, which may have resulted in some proposals "disappearing". P. Dalthorp demonstrated the new website structure, in particular, the location of forms and their short descriptions (which no longer need Acrobat Professional to use; only Acrobat Reader, which is widely available). He added that the forms were streamlined including having approval routing and tracking wired into the structure of the forms. His expectation is the new forms should alleviate frustrations and concerns. Senators expressed satisfaction with the new forms.

R. Caulfield suggested that new degree proposals also be required to include the PAR form, reminding the Senate that this information is ultimately required by the SAC and Board of Regents prior to their consideration of new programs.

J. Ward moved that the Senate trial during the Fall 2013 semester (with final adoption at its December meeting) the new Curriculum Committee forms and submittal process (including use of the shared drive, spreadsheet, and transmittal of the new forms to the new UAS_CurriculumCommittee e-mail account); C. Bergstrom seconded the motion. The motion passed unanimously.

Administrator Evaluations

V. Fredenberg tabled the topic of administration evaluations until the next Faculty Senate meeting.

X. Adjournment

Nothing further came before the committee and the meeting adjourned without objection at 5:12 pm.

The next meeting of Faculty Senate is schedule for November 1, 2013.