

The UAF Faculty Senate passed the following at Meeting #183, May 7, 2012:

**MOTION:**

The UAF Faculty Senate moves to amend the Bylaws of the University of Alaska Fairbanks Faculty Senate, Section 3, Article V: Committees, subsections A and E. This amendment shall reassign the responsibilities of the Faculty Appeals and Oversight Committee, and then dissolve the Faculty Appeals and Oversight Committee.

EFFECTIVE: Fall 2012

RATIONALE: After a period of discovery and inquiry as to the roles, responsibilities and recent and historic activities of the Faculty Appeals and Oversight Committee, the Faculty Affairs Committee is recommending that the Faculty Appeals and Oversight Committee have its responsibilities reassigned, and thereafter, that committee is dissolved.

After evaluation of the findings and thorough discussion of this topic, the Faculty Affairs Committee arrived at the conclusion that, while activities, roles and duties of the Faculty Appeals and Oversight Committee should be retained by the Faculty Senate, these activities do not warrant a ten-member committee for implementation, as it now stands.

Responsibilities of the Faculty Appeals and Oversight Committee include acting as a pool to provide members, acting on behalf of United Academics, to serve on the faculty Appeals Board. The committee members also oversee evaluation of academic administrators. Per the Grade Appeals Policy and Appeals Policy for Academic Decisions, a member of the Faculty Appeals and Oversight Committee is to be appointed to the (respective) review committees, when qualified members are available.

This motion will reassign oversight of administrator reviews to the Administrative Committee; reassign the "faculty Appeals Board" responsibility to the Faculty Affairs Committee; and Dissolve the Faculty Appeals and Oversight Committee. Reassignment of participation in the processes of Grade Appeals Policy and Appeals Policy for Academic Decisions shall occur in subsequent motions.

Catherine J. Cahel      5/7/12  
President, UAF Faculty Senate      Date

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**CAPS and Bolded** – Addition  
[[ ]] = Deletion

A. An Administrative Committee will be composed of the chairpersons of all standing Senate committees and of permanent Senate Committees. The Provost of UAF shall be an ex-officio, non-voting member. Specific duties of the Administrative Committee in its obligation to fully prepare the agenda and materials for efficient operation of the Senate are:

1. Receive reports from the president of the Senate, the Provost, and, as deemed timely, other individuals, on issues of current and future importance to the Senate;
2. Accept and review the motions of standing and permanent committees, and from members of the Administrative Committee;
3. Make certain that the motions are ready for Senate action to the maximum degree possible, and if not, refer them back for further work and/or direct them to other relevant committees that may not have considered the motions;
4. Move the motions to the Senate's agenda;
5. Review and approve other items of the Senate's agenda, as deemed necessary;
6. Review reports of all committee work in progress; and
7. Discuss other issues, which may or should lead to later committee and senate actions.

In addition,

8. Within the scope of authority granted by the Senate at the last meeting of the spring semester, the Administrative Committee will represent the Senate from the close of the last Senate meeting in the spring until the opening of the first Senate meeting of the fall semester; and
9. At the first meeting in the fall semester make a report of all actions carried out in the name of the Senate since the last meeting in the spring semester.
- 10. THE ADMINISTRATIVE COMMITTEE SHALL OVERSEE THE PROCESS OF EVALUATION OF ACADEMIC ADMINISTRATORS.**

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E. The standing and permanent committees of the Senate are:

STANDING

1. The Curricular Affairs Committee will deal with curricular and academic policy changes on all levels except the graduate level.

In addition to the non-voting ex officio member(s) appointed by the provost, the committee may add non-voting ex officio members for one-year terms as deemed necessary.

2. The Faculty Affairs Committee shall review issues dealing with faculty prerogative and recommend policy changes to the Faculty Senate. Issues of faculty prerogative include academic freedom, faculty ethics, research and creative activity, and legislative and fiscal issues that may impact faculty concerns at the university. The committee will act as a faculty advocate with legislators and candidates. In its concern for fiscal issues the committee shall monitor budget appropriations to the university and evaluate any notice to the faculty of financial exigency. In performing these duties, the committee will coordinate as necessary with the relevant officers (and/or their representatives) of the extant collective bargaining units who serve as non-voting members of the Senate and ex-officio members of this committee.

**THE COMMITTEE WILL ALSO ACT AS A POOL TO BE DRAWN UPON TO ACT AS THE UNITED ACADEMICS REPRESENTATIVES TO THE FACULTY APPEALS BOARD. THE CHAIR OF THE FACULTY AFFAIRS COMMITTEE WILL APPOINT,**

**FROM THE COMMITTEE, TENURED MEMBERS OF THE UNITED ACADEMICS BARGAINING UNIT WHO WILL SERVE ON THE PARTICULAR APPEALS BOARD. IF NO QUALIFIED FACULTY MEMBERS ARE AVAILABLE WITHIN THE FACULTY AFFAIRS COMMITTEE, THE MATTER WILL BE REFERRED TO THE FACULTY SENATE PRESIDENT FOR APPOINTMENT OF FACULTY SENATORS TO THE FACULTY APPEALS BOARD.**

3. The Unit Criteria Committee will review proposed unit criteria for evaluation of faculty submitted by the various peer-review units of UAF, and to work with the heads of those units (or their designees) to ensure that their criteria are consistent with criteria defined in the UAF Faculty Appointment and Evaluation Policies and Regulations "Blue Book". The committee will also review proposed changes to the "Blue Book."

To ensure that perspectives from across UAF are represented, membership will consist of faculty senators, with one member drawn from each of the following schools/colleges: CLA; CRA/CES; CSEM; SFOS; Engineering; and one from SNRAS, SoEd, or SOM.

#### PERMANENT

1. The Graduate Academic & Advisory Committee will include ten faculty members. The Dean of the Graduate School, Director of the Library, the University Registrar, and two graduate student, are non-voting ex-officio members. The committee will be responsible for the review and approval of graduate courses, curriculum and graduate degree requirements, and other academic matters related to instruction and mentoring of graduate students. The committee will also have responsibility for oversight, review and approval of all professional degree courses and programs including 500-level courses. The committee will advise the Dean of the Graduate School and the Provost on administrative matters pertinent to the operation and growth of graduate studies at UAF, including financial and tax-related issues and dealings with other universities.

2. The Student Academic Developmental and Achievement Committee will include one representative from each of the following units of the College of Rural and Community Development: Bristol Bay Campus, Chukchi Campus, Interior-Aleutians Campus, Kuskokwim Campus, Northwest Campus, and the Community and Technical College. One or more of these should be from rural campus student services. The committee will also include one representative from the Department of Developmental Education; two at large representatives from the College of Natural Sciences and Mathematics: one from the Sciences (Biology, Chemistry, Geology, or Physics), and one from Math; one from the College of Liberal Arts English Department; and one each from Rural Student Services, the Academic Advising Center, and the Student Support Services Program.

The Student Academic Developmental and Achievement Committee shall consider policies concerning student development and retention. This committee will function as a curriculum review committee for all developmental education courses and other courses facilitating student progress.

3. The Faculty Development, Assessment and Improvement Committee will be composed of faculty members and a representative from the Office of Faculty Development to be selected by the Provost. This committee will deal with faculty and instructional development and evaluation.

**[[4. The Faculty Appeals and Oversight Committee shall be composed of two tenured faculty members, elected from each college/school and confirmed by the Faculty Senate.**

**Faculty appeals will be dealt with in accordance with the appropriate union contract.**

**The committee will act as a pool to be drawn upon to act as the United Academics representatives to the Appeals Board. The chair of the Faculty Appeals and Oversight committee will select, from the committee, members of the United Academics bargaining unit who will serve on the particular Appeals Board.**

**Committee members shall oversee the process of evaluation of academic administrators.]]**

**4[[5]]. The Curriculum Review Committee evaluates proposed substantive undergraduate course and program additions, changes, and deletions submitted by the appropriate school/college curriculum committees. Among the topics of its review are number and duplication of courses, credit assignment, establishment of need for new programs, and resource impacts of curricular changes. Decisions of the Curriculum Review Committee may be appealed to Curricular Affairs by the department submitting the proposal. The Committee shall be composed of the chairs of the college/school curriculum councils, the University Registrar or the Registrar's designee, and shall be chaired by a member of the Curricular Affairs Committee.**

**5[[6]]. The Core Review Committee reviews and approves courses submitted by the appropriate school/college curriculum councils for their inclusion in the core curriculum at UAF. The Core Review Committee coordinates and recommends changes to the core curriculum, develops the process for assessment of the core curriculum, regularly reports on assessment of the core curriculum, monitors transfer guidelines for core courses, acts on petitions for core credit, and evaluates guidelines in light of the total core experience. This committee will also review courses for oral, written, and natural science core classification.**

**The committee shall be composed of one faculty member from each of the core component areas: (Social Sciences, English, Humanities, Mathematics, Natural Sciences, Communication, and Library Science) and one faculty member from a non-core component area. Membership on the committee will include an undergraduate student, and representatives from the colleges specifically tasked with core assessment.**

**6[[7]]. The Committee on the Status of Women. Membership will consist of nine people, two of whom will be a senator, the others to be elected at large from among UAF faculty.**

**The purpose of this committee is to monitor the status of women faculty at UAF and to work proactively for gender equity.**

**Such actions will include, but are not limited to: Maintaining lists of women faculty with hire, tenure and promotion dates; Organizing and supervising surveys on the status of women and assessing the cultural climate of the university as it pertains to women; Recommending policy to address the needs of women faculty; Supporting mentoring of women, both new and mid-career faculty, including running workshops on mentoring, promotion & tenure, negotiating techniques and other forms of faculty development identified as necessary; Addressing family-work issues, such as child care, parental leave, spousal/partner hire; Coordinating with other campus and university groups which deal with women's and gender issues; and any other issues which would help women to achieve equity at UAF.**

**7[[8]]. The Research Advisory Committee. The Research Advisory Committee consists of up to ten voting members, a chair and a co-chair, along with at least one ex officio member who is the vice chancellor research. The committee exists to review the issues of researchers at the**

University of Alaska Fairbanks and to provide reports, recommendations, and resolutions to the UAF Faculty Senate on behalf of the UAF research community. The Research Advisory Committee will provide a connection between the faculty and the UAF vice chancellor for research, and advise the VCR on developing productive relationships with the different research facilities across UAF.