DRAFT MINUTES

**UAF FACULTY SENATE MEETING #211**

Monday, December 7, 2015 – 1:00 - 3:00 PM

Wood Center Carol Brown Ballroom

I. Call to Order – Debu Misra

A. Roll Call

| Faculty Senate Members Present: | Present – continued: |
|---|---|
| ABRAMOWICZ, Ken (16) | MEYER, Franz (17) |
| ALLMAN, Elizabeth (16) | MISRA, Debu (16) |
| BARNES, Bill (16) – via Zoom | MOSER, Dennis (16) – **Steven Hunt** |
| BOLTON, Bob (17) | NEWBERRY, Rainer (17) |
| BRET-HARTE, Donie (17) | PETERSON, Rorik (17) – via Zoom |
| CARROLL, Jennie (17) | RICE, Sunny (16) – via Zoom |
| CASCIO, Julie (16) - via Zoom | TILBURY, Jennifer (17) |
| CHERRY, Jessica (17) | TUTTLE, Siri (17) |
| CLARK, Jamie (16) | WEBER, Jane (16) |
| COLLINS, Eric (17) | WILDFEUER, Sandra (16) |
| CUNDIFF, Nicole (17) | |
| DIERENFIELD, Candi (17) | Members Absent: |
| DISTEFANO, Diana (16) | SKYA, Walter (16) |
| FARMER, Daryl (17) | YARIE, John (16) |
| GIFFORD, Valerie (17) | |
| HAMPTON, Don (17) | |
| HANKS, Cathy (16) | Others Present: |
| HARDY, Sarah (17) – via Zoom | Chancellor Powers; Provost Henrichs, |
| HARNEY, Eileen (17) | Dean Paul Layer; Alex Fitts; |
| HARTMAN, Chris (16) | Interim Vice Chancellor Larry Hinzman; |
| HORNIG, Joan (16) | Mara Bacsujlaky; Sine Anahita; Carol Gering; |
| JOLY, Julie (17) – via Zoom | Cindy Hardy; Chris Coffman; Holly Sherouse; |
| LAWLOR, Orion (16) | Leslie Drumhiller (ASUAF); Dani Sheppard |
| LIU, Jenny (16) | |
| LUNN, Lisa (17) | |
| MAHONEY, Andrew (16) | |
| MAIER, Jak (17) | |
| MAXWELL, David (16) – **Falk Huettmann** | |
| MCCARTNEY, Leslie (17) | |
| MCDONNELL, Andrew (16) | |

B. Approval of Minutes to Meetings #210

Minutes were approved as submitted.

C. Adoption of Agenda

The agenda was revised to acknowledge the guest speaker, Mike Castellini, was unable to attend.

II Status of Chancellor's Office Actions

A. Motions Approved:

1. Motion to amend the Faculty Senate Constitution, ART IV - Officers, Sect. 2, concerning eligibility for office of president-elect
2. Motion to replace O and W requirements with Communication Plans
3. Motion to develop course classification lists (as amended)

B. Motions Pending: *None*

III A. President's Remarks – Debu Misra (3 Min.)

The Governance Coordinating Committee met on November 19 and discussed the importance of public testimony at the Board of Regents' meetings. A memo and list of tips for giving public testimony at BOR meetings has been developed. Copies were available, and are posted online: http://www.uaf.edu/uafgov/faculty-senate/meetings/2015-16-fs-meetings/#211

Faculty Alliance met on November 20. They discussed a BOR budget item for UAA/UAF/UAS course redesign. FA concerns included impacts on academic freedom and course offerings, and potential loss of faculty jobs.

A Sun Star student newspaper article will be coming out regarding the course classification lists (also called the "bucket lists"). Both Debu and Rainer have been corresponding with the student reporter writing the article. They have seen the article in draft form and have offered feedback. Students are concerned there will be implementation without sufficiently making them aware of the changes. Debu thinks there have been some misunderstandings about the course classification implementation, but he encouraged the faculty to read the article and he's interested in feedback from the senators.

The Faculty Administrator Review Committee met on December 1. They came up with some common guidelines for accomplishing the Group A administrator reviews in a timely and uniform manner. They will meet on a monthly basis from January through March with the goal of having committee reports submitted to supervisors by April 10.

The first meeting of the Budget and Planning Committee will be held this month. He and Elizabeth Allman will be serving on this committee as Faculty Senate representatives.

Orion met with the Provost and Amber Cagwin of the Dean of Students Office to discuss development of an academic misconduct policy.

There was a public forum with Adam Wool and Click Bishop which Debu attended. He noted that several concerns were raised about the reduction of programs at UAF and K-12 schools, and the impacts on the community. Many attendees were supportive of a state income tax, particularly to preserve education programs.

B. President-Elect's Remarks – Orion Lawlor (3 Min.)

Orion provided clarification about the funding request by the Board of Regents for course redesign. $300,000 is being requested for FY17 course redesign, for use at all three universities. Faculty buy-in for this idea is needed, however.

Policy updates are needed on the issue of academic misconduct (cheating, plagiarism, etc.) It's mentioned in the Student Code of Conduct, but there is neither existing guidance policy nor procedures for instructors. He asked for faculty volunteers to help work on the policy. Some university-wide tracking is needed for things like essays being used for multiple classes.

IV A. Interim Chancellor's Remarks – Mike Powers (3 Min.)

Chancellor Powers provided an overview of the budget process timeline. The BOR approved the university budget in November. President Johnsen and the Governor discussed it extensively last week, including the need to plan for contingency budgets. The Governor will release the state budget any day now. The legislative budget session will run from January – April. The Planning and Budget Committee will look at proposals for cuts from the vice chancellors in January, and the Chancellor's Cabinet will review PBC recommendations in March and make their final decisions. The goal is to be 80% done in April and be ready to finalize the budget in June.

Faculty and staff representation on Chancellor's Cabinet will begin this month. President Misra has been advocating for shared governance on the Cabinet, and the Chancellor is supporting that effort.

The importance of showcasing the talent, programs, and challenges at UAF was stressed by Chancellor Powers. Public testimony has a great impact on the Board.

Employee engagement survey results are being finalized and will soon be shared with the campus. They will work on action plans in early 2016. [See http://www.uaf.edu/uafhr/engagement/ ]

B. Provost's Remarks – Susan Henrichs (3 Min.)

Provost Henrichs provided some detail about the Planning and Budget Committee (PBC). There are 17 voting members on PBC. Five are faculty, including President Misra and Elizabeth Allman from the Senate, and Thane Magelky (UAF-CTC), Rob Prince (CLA), and Ping Lan (SOM). An organizational meeting will occur this month, and they'll start to work in earnest early in the new year.

The request for course redesign funding was included in the budget request that was forwarded from the Board of Regents to the Governor (and thence to the legislature). In her view, the course design funding can be an opportunity. The money, if funded, would be allocated to the three universities. Each would develop its own plan for using it effectively. But, she doesn't think it has too great a chance for being funded by the legislature. It's possible, however, that the President will place such a high priority on it that he will want funding allocated for it anyway. She encouraged faculty to think ahead for creative ways to use such funding to enhance student learning.

C. Interim VC for Research – Larry Hinzman (3 Min.)

A report was not available.

D. Members' Questions/Comments (5 Min.)

Elizabeth A. asked about context for the term "course redesign" as it has been referred to in earlier comments. Provost Henrichs noted that UAA has received a federal grant for collaborative design of general education courses. Several individuals will work on the design for a course, and it will be implemented by all who teach that particular course (rather than each course being designed by individual faculty). At UAA courses are being redesigned for online delivery. But, the redesign approach could also include face-to-face delivery. Individual faculty could continue to contribute part of a course; but, they would work from a backbone of material. It is not unlike a department deciding what the learning outcomes should be for a particular course, and having all their instructors work toward those specific learning outcomes. So, course redesign can be a number of different things depending on how it's implemented and what the objectives are.

Jane W. asked when the funds for course redesign would be available. The Provost responded it would be in FY17 – if that allocation is made.

Rainer N. noted that the Board might tell us to go ahead and do it even if it's not funded by the legislature. The Provost replied that it would not be the Board so much as the President who has expressed a lot of interest in this particular activity.

Debu commented that the Faculty Alliance is discussing the matter further.

V Public Comment

Sine Anahita asked if there might be more information that could be shared about Abel Bult-Ito's meeting with President Johnsen concerning expedited program reviews in January 2016. Provost Henrichs said it was briefly discussed at a statewide meeting last week and is similar to what was done last year concerning program review of programs the university is considering eliminating. The difference from last year is that the budget challenges for FY17 are greater, so President Johnsen expressed strong interest in having program reviews done more quickly than in the past.

Candi D. commented that CBA negotiations will take place this year and she strongly encouraged faculty to review the Blue Book and the CBA, and to share comments and questions with the UNAC president, and even the interim chancellor and the provost.

Elizabeth A. asked what is happening with the plans that were due at the beginning of December for last year's special program reviews. Provost Henrichs responded they're in the process of reviewing those, but with the press of other business, won't be able to complete that before the New Year. Feedback to the programs will be provided in January.

Debu reported that there are eight candidates for the Chancellor position. January 15 is the application deadline.

VI Governance Reports

A. Staff Council – Faye Gallant (2 Min.)

Faye reported about the budget presentation by Office of Management and Budget provided to Staff Council. She shared some Budget 101 handouts with the Senate leftover from the presentation. A copy has been posted for Faculty Senate at:

http://www.uaf.edu/uafgov/faculty-senate/meetings/2015-16-fs-meetings/#211

She noted they are encouraging staff to share and testify to the Board of Regents as they meet in Fairbanks this week. They want to particularly note student service areas that may be impacted by reduced budgets and staffing.

Other topics they discussed included furlough implementation; the employee engagement survey results and what happens next; and, the tobacco-free campus implementation on December 31. She thanked Debu and Chancellor for including their representation on the Cabinet.

B. ASUAF – Mathew Carrick (2 Min.)

Leslie Drumhiller, government relations director for ASUAF, provided a report on behalf of President Mathew Carrick. ASUAF is currently occupied with preparing students to lobby before the Alaska state legislature and the Board of Regents. They plan to talk about the budget with the state legislature. The present fiscal crisis has profound implications for students both here at UAF and in future careers, so they want to communicate the university's need for funding and support. They recently spoke with Senator Pete Kelly about the budget. They will be sending ASUAF student representatives to Juneau next year to lobby with other student groups from across the state. Two main themes they wish to stress with the Board of Regents include: support for Title IX efforts to make campuses safer; and, the implications of academic program reviews. Students want their priorities to be heard and taken into consideration. They are concerned over the trend toward support of workforce development programs at the expense of the arts and humanities programs.

C. UNAC – Chris Coffman (2 Min.)
UAFT – Jane Weber (2 Min.)
UNAD – Katie Boylan (2 Min.)

Chris mentioned that everyone should have received a message from UNAC President Abel Bult-Ito this morning. It mentions UNAC will be watching the special program review process as it unfolds.

UNAC also encourages members to testify before the BOR, and Chris thanked the Chancellor and President Misra for the excellent guidance that has been provided about doing so effectively.

They are preparing for the next round of contract negotiations and are putting together a negotiation team.

She also noted there is training this afternoon at 3:30 at the Kayak Room (408 Rasmuson) about the current CBA. It will be recorded.

Jane reported on the Joint Health Care Committee (JHCC). She reminded everyone about the 2016 wellness incentive deadline of April 30 (which provides $600 benefit savings per member).

Ken A. commented about the Andrew Cox letter in the paper. They're backing out of being a preferred provider under our health plan in the community. What this means is that costs above the usual and customary amounts and above the 20% employee co-pay do not count toward the out-of-pocket amount employees must pay. Due to rising premiums and costs, employees have been driven to the high-deductible plans, so not having a preferred provider for this service impacts everyone directly. He feels it's unethical between the university and the providers to put employees in a position of being

underinsured and potentially having to face financial bankruptcy at the same time they might be fighting a catastrophic disease like cancer. Jane said they're talking about it at JHCC and what they can do. Statewide is talking to the Cancer Care Center. Chancellor Powers suggested a letter be written to both Premera and the Cancer Center to work together. Situations like this have happened a number of times, and they've always have been able to work together and achieve an agreement. He encouraged getting the parties to collaborate. The letter should be from the JHCC and signatures could be collected to include with it. It should be sent to both Premera and the Cancer Center.

Ken added that the Ear, Nose and Throat doctors have done similarly as the Cancer Center, and it would be advantageous to address all medical areas where this is occurring.

Katie B. reported for UNAD about their executive board meeting in Anchorage on November 20. An "availability of partners" meeting had been scheduled with administrators, but will have to be rescheduled as the administrators were unable to attend.

UNAD is trying to foster a sense of community among adjuncts, and to that end will be planning a social gathering for them. She noted that some adjuncts are upset that they were not provided an update concerning the pay issue that occurred early in the semester at CLA. They want to know how it happened and want assurance that it won't happen again. Related to this is the issue of contracts, and some adjuncts want contracts before the start of the semester.

D. Athletics – Dani Sheppard (2 Min.)

Dani described her role as Faculty Athletics Representative, and explained what she does as a faculty member who liaisons with the Athletics Department. She's here for the faculty as a resource and is willing to work with Senate and departments. She invited faculty to contact her for any issues regarding Athletics. Both Debu and Jayne have her contact information.

The big discussion item at Athletics is the budget. She provided the current status of UAF winter sports and shared about record-breaking accomplishments among the student athletes. The average student athlete GPA is 3.2.

VII Guest Speaker: Mike Castellini, Assoc. Dean, Graduate School
Topic: Graduate Student Insurance Rates (Handout to be posted online)

Debu moved on to New Business since Mike C. was unavailable today due to unfortunate circumstances.

VIII New Business
A. Motion to amend the academic probation policy, submitted by the Curricular Affairs Committee (Attachment 211/1)

Jennie C. introduced the motion and explained its intent to add a warning semester to the probation policy. It addresses the issue where students take one course during Summer Sessions and end up on probation.

Rainer noted that this change will mean that students will not go on probation as readily as happens now. Their cumulative GPA is what is tracked in the system. The warning students will receive is simply advisory, and they won't be limited in what they can do in terms of registering for classes. An

unintended consequence that could happen is that students will not go into probation until they are in really serious academic straits. Advisors will need to take note of this and pay close attention. However, the change does put UAF in line with the other two universities.

With no objections, the motion to amend probation policy was passed.

The break occurred at 1:50 PM, and the meeting convened again at 2 PM.

B. Motion to amend Minor option to the BA degree, submitted by the Curricular Affairs Committee (Attachment 211/2)

Jennie C. introduced the motion which removes the Foreign Language / Alaska Native Language / American Sign Language options from the substitute options for the Bachelor of Arts Minor requirement. Each of these three areas now has their own minor, which wasn't the case when substitutions were first allowed. The affected departments approve of this change. Taking out these options will close a loophole that has allowed students to fulfill the requirement for a Minor with less than 15 credits.

The motion was passed unanimously without objection.

C. Motion to approve discontinuation of the Master of Electrical Engineering Degree Program, submitted by the Graduate Academic and Advisory Committee (Attachment 211/3)

Donie Bret-Harte, chair of the GAAC, introduced this housekeeping motion from special academic program review. The motion to agree to the discontinuation of the MEE was passed with no objections.

D. Motion to approve FS Committee Bylaws Changes, submitted by the Administrative Committee (Attachment 211/4)

President Misra introduced the motion, asking senators to focus primarily on items A through H which apply common aspects of all the Senate committees, rather than on individual committee changes which have already been discussed at length by each committee.

Nicole C. asked about the permanent committee for the Graduate Academic and Advisory Committee (GAAC). She asked about the graduate student voting provision for GAAC. She also said she contacted Graduate School Dean John Eichelberger, and that he advised against that change as a conflict of interest (COI).

GAAC Chair Donie B. responded, saying it was discussed at length in the committee. They have had four great students participate over the years she has chaired the committee. No COI has occurred to date, and the students are doing the same work for the committee as the faculty members. Two students cannot possibly sway the committee vote. Allowing them to vote acknowledges their equal contributions. Donie had talked to Dean Eichelberger, also, just this morning. He had told Donie at the conclusion of their discussion that he was OK with the decision by GAAC to include the students as voting members.

Ken A. spoke about his concern regarding potential COI with students as voting members. He had chaired GAAC in past years, and they started the process of getting student members on the committee.

He valued student input, but because of potential conflicts of interest, he is opposed to allowing them to vote. He noted that this gives them a 40% vote (two students present out of typically five required for quorum). Donie pointed out that most of the committee business is accomplished by consensus. She also noted that GAAC's original proposed language about members recusing themselves from COI situations had been moved to the general committee provisions, and subsequently dropped out of the motion after several iterations.

Rainer confirmed with Donie that students have already been voting on GAAC for the past couple of years. This current action simply legitimizes what they do already in the committee. Debu also spoke in favor of the student vote on the committee.

Cathy H. commented that she understands and appreciates the sentiment discussed here, but, noted that in five years it could be a completely different mix of graduate students. With the proposed change in the rules now, there is no easy way to deal with it later on. Donie reiterated that the student members have been doing excellent work and contributed greatly to the committee. She did not think they were a minority among the graduate students. She acknowledged it might not be a function appropriate to every committee, but GAAC was supportive of this for their own committee.

Ken A. commented about the important functions of the Administrative Committee. He noted, however, that they don't produce the meeting minutes for Faculty Senate. He proposed an amendment to add a new item to the Bylaws that states they must provide minutes to the Senate. The proposed amendment was seconded.

Proposed change to the Bylaws concerning the Administrative Committee:
*11. The committee chair will provide committee meeting minutes to the Faculty Senate.*

Debu agreed that this change would open up the process, but noted that there are discussions at Administrative Committee which are more open than what they want to bring to the full Senate. While he supports open processes, he felt it was not a good idea to bring every single discussion to the Senate. They discuss many items that are not ready to come before the full Senate, or do not need to take up the time of the full Senate.

Donie commented that every Senate committee summarizes their meetings – it's not blow by blow description even in their respective committee minutes. Elizabeth A. stated that she liked the idea of an Administrative Committee report to the Senate.

The proposed amendment to provide minutes from Administrative Committee meetings was passed with one objection.

Nicole C. proposed a straw vote regarding the change to the GAAC bylaws which allows graduate students to vote. Ken proposed what he called a friendly amendment to restore the language in GAAC bylaws which lists students as non-voting members. His proposed amendment was seconded.

Donie spoke against the amendment to GAAC bylaws which Ken proposed. She stressed that GAAC was in agreement with the bylaws changes they had submitted, and every other committee has been allowed to set their own bylaws. The GAAC has functioned well in spite of any philosophical differences others might hold. She urges senators to respect the wishes of the GAAC members and vote no on the amendment. Orion stated his support of allowing graduate student members to vote on the GAAC committee.

Jak M. also spoke in support of the GAAC bylaws changes, saying she did not think what had been proposed was in fact a friendly amendment, since it went against the wishes of the committee. She shared her experience as a former graduate student serving on committees, as Debu had similarly shared. Ken responded to the comments, differentiating ex officio participation from voting. He asked Donie what the committee vote had been. Donie reported that the vote was five in favor and two opposed at GAAC.

Franz M. stated his objection to the proposed amendment which had more to do with process than the issue of student voting. The committee made their bylaws and he did not think it was appropriate to dictate how they do so to them. Later on, if they wish to, the committee can make changes and bring them to Senate at any time.

The vote was taken on the proposed amendment to restore GAAC's original bylaws (striking the change that would allow student voting). The amendment failed by majority vote.

With no objections, the full motion to amend the Faculty Senate committees' bylaws was passed (as amended to require that Administrative Committee provide its minutes to the Senate).

E. Resolution on RISE Sustainability Fee, submitted by the Faculty Affairs Committee (Attachment 211/5)

Chris F. introduced the motion and provided some background.

Rainer asked if anyone else felt weird about this one, like opposing it was tantamount to endorsing the beating of baby seals. Cathy H. agreed, and asked why this cause was being endorsed when there are many other student-led initiatives that they have not resolved to support in this manner.

Chris noted that the RISE Board had come and spoken to the Senate, and had largely authored this resolution. It was more a case of the squeaky wheel gets the grease.

Candi D. said this potentially opens the door for other similar actions from student groups, and noted that as a member of the 4-H program she will also bring a resolution forward for donations if this one is passed.

Debu and Chris noted this effort came from the students. Debu observed that if more such resolutions come forward, a process will need to be established.

Ken A. made the distinction that it's one thing to support this sustainability as a worthy issue, but quite another to tell faculty to support it monetarily. If the resolution were decoupled, he could support the issue, but cannot support faculty being recommended to support the issue monetarily. Faculty should not be told where to contribute their money.

Elizabeth A., member of the Faculty Affairs Committee, noted that the original proposal asked outright for a payroll deduction. She felt they were being pushed into a corner by that effort; but, she suggested this version of the resolution be passed. If it becomes a problem with other groups coming forward, they could deal with it later.

Cathy H. asked why not change the resolution to simply support their efforts but remove the request for monetary support. She then moved to amend the motion to take out the mention of monetary support. Debu suggested the resolution be tabled, unless she had specific suggestions for changing the language.

Andrew McDonnell asked if there's a mechanism in existence already by which faculty can be involved in support of the student-led efforts (without this resolution). Debu explained that he had communicated with the group and suggested removing the language involving monetary support, but there was a strongly emotional response to leave it in the resolution.

Provost Henrichs commented that this organization is generally different from other student organizations because it administers a $20/semester fee that has been self-imposed by the students. There are not many similar groups. They oversee expenditures of this fee money that benefit the entire campus and sustainability efforts.

Falk H. commented about faculty support for sustainability. He urged faculty to consider how they were presenting themselves with regard to efforts to support campus sustainability. Students have an expectation that faculty will do as much or more to support campus sustainability. We can recruit with this action, as well, and attract more students. He encouraged faculty leadership in these efforts.

Candi reiterated that she supports the RISE Board, but not the resolution to encourage funding donations. Rainer commented that he didn't think an endorsement by the Faculty Senate would result in the coffers being filled by other faculty.

The vote was taken on the resolution as submitted. There were 15 nays and 12 ayes, with 5 abstentions. The resolution was not passed.

IX Public Comment

No public comments were made.

X Members' Comments/Questions/Announcements

A. General Comments/Announcements

No general comments or announcements were made. Debu asked each committee chair to provide one highlight from their current efforts.

B. Committee Chair Comments

Curricular Affairs – Jennifer Carroll, Chair (Attachment 211/6)

Jennie reported that CAC and its subcommittee are working on the course classification lists (or buckets).

Faculty Affairs – Chris Fallen, Chair (Attachment 211/7)

Chris reported they are looking at the faculty overload pay rates.

Unit Criteria – Mara Bacsujlaky, Chair

Mara reported they are looking at online course evaluations, and the related issue of unit criteria which use metrics from course evaluation.

Committee on the Status of Women - Jane Weber, Chair (Attachment 211/8)

Jane reported they are working on family leave.

Core Review – Andy Seitz, Chair (Attachment 211/9)

Andy was present and commented that they're working on student petitions; and, they're looking at the bucket lists and changes to the "O and W" requirements will affect the committee.

Curriculum Review - Rainer Newberry, Chair

Rainer noted they're approving things like crazy.

Student Academic Development & Achievement – Sandra Wildfeuer, Chair (Attachment 211/10)

Sandra said they're looking over new developmental level courses in writing and math. They've approved eight submissions so far.

Faculty Development, Assessment & Improvement – Franz Meyer, Chair

Franz reported they are examining the electronic course evaluation implementation; and they are looking at the faculty mentoring program in light of strained budgets and heavier workloads.

Graduate Academic & Advisory Committee – Donie Bret-Harte, Chair (Attachment 211/11)

Donie noted they are approving lots of course and program submissions. They've looked at DF grades at the graduate level and determined they are not an issue for the Registrar's Office as they are at the undergraduate level.

They have been discussing big changes that are coming to student health care programs for graduate students due to rising insurance cost issues. Mike Castellini will be coming to speak to Senate about this issue.

Research Advisory Committee – Jessica Cherry, Chair

Jessica reported that they're working with the Unit Criteria Committee on the Blue Book revisions. Also, they want to address reorganization and cuts to the Grants and Contracts process which have made the proposal submission process very painful. The committee would like to give feedback to someone with oversight of these processes.

Information Technology Committee – Julie Cascio, Chair (Attachment 211/12)

Julie reported they've been working with OIT on faculty engagement and how they can be proactive with OIT as faculty. They're also looking at ways to work with them to make troubleshooting more efficient and effective.

XI Adjournment

The meeting was adjourned at 2:50 PM.

ATTACHMENT 211/1
UAF Faculty Senate #211, December 7, 2015
Submitted by the Curricular Affairs Committee

**MOTION:**

The UAF Faculty Senate moves to revise the catalog statements (page 47 of the 2015-16 Catalog) on academic probation and disqualification as indicated below:

***Warning***

***Students whose semester GPA falls below 2.00 but whose cumulative GPA is 2.00 or higher will be placed on Academic Warning. Students on Academic Warning will be contacted and instructed to meet with an advisor to discuss academic support resources.***

Probation

Undergraduate students -- Students whose semester and~~/or~~ cumulative GPA falls below 2.0 after any semester, including the summer session, will be put on academic probation. Students on probation may not enroll in more than 13 credits a semester unless an exception is granted by the appropriate dean. Probation may include additional conditions as determined by the dean of the college or school in which the student's major is located. Students on probation will be referred for developmental advising/education and/or to an advising or support counseling center. The student should work with an academic advisor to prepare an academic plan for achieving a higher GPA. Removal from probation requires the student's cumulative and semester GPAs to be at least 2.0.

Graduate students -- Probationary status indicates a student is not in good standing. When a student is placed on probation, the dean of the school or college and the advisory committee will tell the student what requirements are necessary to return to good standing. If a student does not return to good standing by the end of two semesters, he or she may be dismissed from the degree program.

Academic Disqualification

Undergraduate students -- Undergraduate students on probation whose semester and cumulative GPA fall below a 2.0 for two consecutive ~~**regular (fall/spring or spring/fall)**~~ semesters will be placed on academic disqualification. Academically disqualified students may continue their enrollment at UAF only as nondegree students, are limited to 10 credits per semester and are ineligible for most types of financial aid.

To be eligible for readmission to an academic degree program, the student must:

1. Achieve a 2.0 cumulative grade point average by repeating courses previously failed at UAF and reapply for admission, or
2. Complete 9 credits for a baccalaureate or associate program, or 6 credits for a certificate program, with a GPA of 2.0 or higher. The courses may be completed at UAF and/or another regionally accredited institution and must be letter-graded. Grades of P or CR will not be

considered. In considering students for readmission, deans will look for course work taken that relates to the student's intended program.

Students seeking readmission into an occupational endorsement program must have a 2.0 GPA.

Readmission to a degree program is not automatic or guaranteed. The student must reapply and the application must be approved by the dean. The student may apply to the same program from which they were disqualified, or to a different program or level (e.g. baccalaureate, associate or certificate). Readmission may be granted with a status of probation or with other conditions as specified by the dean. It is vitally important for academically disqualified students to work closely with their academic advisor in developing a realistic and timely educational plan.

EFFECTIVE: Fall 2016

RATIONALE: Under the current policy, students are placed on academic probation whenever their semester GPA is below a 2.0, regardless of their cumulative GPA or the number of credits they take in a semester. A student could have a high cumulative GPA, take one 3-credit course, earn a C- and be placed on probation. The student is then limited to 13 credits in the following semester, which may put their financial aid, such as the Alaska Performance Scholarship, at risk. The change would still place students on probation if their cumulative GPA fell below a 2.0 (and would place them on academic disqualification if their cumulative GPA was below 2.0 for 2 consecutive regular semesters) but would not place an otherwise successful student on academic probation based on their performance during a single semester. Because of this change, there is no longer a reason for Summer to be treated differently than Fall or Spring semesters in terms of academic standing.

ATTACHMENT 211/2
UAF Faculty Senate #211, December 7, 2015
Submitted by the Curricular Affairs Committee

**MOTION:**

The UAF Faculty Senate moves to revise the catalog statements on the requirements for the Foreign/Alaska Native language/American Sign Language option in the Bachelor of Arts degree (page 132 of current Catalog) as indicated below:

Bachelor of Arts

Requirements (Credits)

Complete the baccalaureate core (38-39 credits)

Complete the following B.A. requirements in addition to the core:

- Humanities and social sciences (18 credits)
    - Any combination of courses at the F100-level or above, with a minimum of 6 credits from the humanities and a minimum of 6 credits in the social sciences OR up to 12 credits in a single non-English language taken at the university level and a minimum of 6 credits in social science.
- Mathematics (3 credits)
    - One course at the F100-level or above in mathematical sciences (math, computer science, statistics) excluding developmental math (DEVM) courses.
- ~~Complete one of the following:~~
    - Minor complex* (at least 15 credits)
    - ~~Foreign/Alaska Native language/American Sign Language option--12-18 credits~~
      ~~Two years study of one foreign or Alaska Native language or American Sign Language at the university level (high school language credits or native language proficiency may allow students to begin at the intermediate or advanced level)~~
- Major complex* (at least 30 credits)
- Electives (12-19 credits)

EFFECTIVE: Fall 2016

RATIONALE: This option seems to have been originally designed to create an incentive for students to study languages. However, minors are available in Foreign Languages, Alaska Native Language, and American Sign Language. Allowing this option provides a loophole to the minor requirements in those areas, allowing students to complete fewer credits (12 as opposed to 15), use credits at the 100-level (not allowed in FLL minors), and not meet any residency requirement (3 credits for a minor).

ATTACHMENT 211/3
UAF Faculty Senate #211, December 7, 2015
Submitted by the Graduate Academic and Advisory Committee

**MOTION:**

The UAF Faculty Senate agrees to discontinuation of the Master of Electrical Engineering.

EFFECTIVE: Fall 2016

RATIONALE: During the 2014-2015 special academic program review process, the final review by the Chancellor's Cabinet recommended that the Master's in Electrical Engineering be suspended and merged/consolidated with another program to achieve efficiencies or cost savings (category 2). The Engineering Department (which administers this degree) did not appeal that recommendation.

**Background and Information:**

The MEE program was a non-thesis master's degree program in electrical engineering; the MSEE (Master's of Science in Electrical Engineering) was a thesis-based master's degree program. The two programs share curriculum and students often transfer between the programs based on their desire for research-based thesis work. The deletion of the MEE program required that the options in the MSEE degree program to be expanded to allow non-thesis options, which is the common practice in other UAF engineering master's degree programs (geological, mechanical, mining, and petroleum engineering); this change to the MSEE program has already been approved by the Provost. There are no changes in courses required, and no impacts on personnel, because the MEE and MSEE share curriculum.

The inclusion of a non-thesis option in the MS degree program brings Electrical Engineering in line with other engineering programs (Geological, Mechanical, Mining and Petroleum) in CEM. The change in the minimum degree requirements from 30 to 32 credits was made to unify the requirements for all options under the MSEE degree. An examination of the last 20 masters degrees in EE showed that all students took at least this many credits while earning their master's degree.

**********

ATTACHMENT 211/4
UAF Faculty Senate #211, December 7, 2015
Submitted by the Administrative Committee

**MOTION:**

The UAF Faculty Senate moves to amend the Faculty Senate Bylaws of the University of Alaska Fairbanks, Section 3, Article V: Committees, as shown below.

EFFECTIVE: AY 2015-16

RATIONALE: Several of the committees of the Faculty Senate have proposed amendments to their bylaws as part of the larger bylaws project undertaken during 2013-14 and 2014-15. These amendments, along with amendments to the general committee bylaws, have been consolidated into one motion.

**********

**Bold Italics** = Addition
~~Strikethrough~~ = Deletion

Sect. 3 (ART V: Committees)

**…**

A. An Administrative Committee ~~will be~~ ***is*** composed of the chairpersons of all standing Senate committees and of permanent Senate Committees. The Provost of UAF ~~shall be~~ ***is*** 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***s*** 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***, the Administrative Committee*** make***s*** 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***s*** the process of evaluation of academic administrators.

B. Membership on standing and permanent committees ~~will be~~ ***is*** for two years except as noted below with the possibility of re-appointment. The initial appointment or re-appointment is recommended by the President and President-Elect or as specified in the definition of a Permanent Committee, approved by the Administrative Committee, and confirmed by the full Senate. Senators are limited to serving on a maximum of one standing committee at any one time. To provide continuity, terms will be staggered and an initial appointment may be made for one or two years as determined by the Administrative Committee based on need.

C. ***Any faculty member who is eligible to vote for a Faculty Senator can serve on a Senate committee, unless otherwise specified.*** Standing committees will be constituted entirely of ~~Senate members~~ ***senators or alternates.*** Permanent committees can be constituted without ~~Senate members~~ ***senators or alternates.***

***D. On standing committees all voting members must be senators or alternates. Standing committees can have non-voting ex officio members.***

~~D~~ ***E***. All permanent and standing committee chairs will be elected from and by the members of their respective committee ~~and must be full-time faculty at UAF~~. ***Committee chairs are voting members of their committees and of the Administrative Committee.***

***F. A quorum consists of at least 50% of the voting members of a committee. Mode of attendance and procedure for voting in a committee meeting shall be the prerogative of each committee.***

***G. Appointment and responsibilities of committee chairs:***
***The previous chair or a representative approved by the Administrative Committee will convene the first meeting. The committee elects a new chair at that meeting. Committee chairs:***
***1. Schedule meetings;***
***2. Preside over meetings;***

3. ***Write and submit a report to the Administrative Committee at the last meeting of the academic year summarizing the actions of the committee;***
4. ***Provide meeting minutes to the Faculty Senate.***

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

STANDING

1. The Curricular Affairs Committee will deal with ***undergraduate*** 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~~ ***enhance communication of faculty issues with members of the Board of Regents,*** ~~legislators~~ ***public officials,*** and candidates ***for public office.*** ~~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***s*** proposed unit criteria for evaluation of faculty submitted by the various peer-review units of UAF, and works with the heads of those units (or their designees) to ensure that their criteria are consistent with those defined in the UAF Faculty Appointment and Evaluation Policies and Regulations "Blue Book". ***Special unit criteria may add to the standard template that is drawn from the Blue Book but may not alter its language or formatting. The criteria to be reviewed may include those submitted every five (5) years pursuant to Blue Book Regulations. They may also include those proposed by units for revision at other times.*** The committee ~~will~~ also review***s*** proposed changes to the "Blue Book."

   To ensure that perspectives from across UAF are represented, membership ~~will~~ consist***s*** of at least five senators, one each from the following five schools / colleges: CLA, CRCD, CNSM, SFOS, and CEM; and at least one from CES, ~~SNRAS~~ ***SNRE***, SOE, SOM or LIB; and at least one senator who has an appointment with a research institute. ***There are no student members of this committee.***

Final composition of the Unit Criteria Committee ~~will be~~ ***is*** approved by the Faculty Senate Administrative Committee.

PERMANENT

1. The Graduate Academic & Advisory Committee has responsibility for oversight, review and approval of all professional degree courses and programs ~~including 500-level courses~~. The committee advises 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.

   The Graduate Academic & Advisory Committee includes ten faculty members ***and up to two graduate students.*** The Dean of the Graduate School, Director of the Library, ***and*** the University Registrar, ~~and two graduate students~~ are non-voting ex-officio members. ***Graduate student representatives are appointed by the Dean of the Graduate School***.

2. The Student Academic Development and Achievement Committee ***(SADA)*** ~~shall~~ consider***s*** policies ***related to*** ~~concerning~~ student ***placement, academic advising and student academic appeals,*** development, and retention. This committee ~~will~~ ***further*** function***s*** as a curriculum review committee for all developmental education courses. ~~and other courses facilitating student progress.~~

   ~~The Student Academic Development and Achievement Committee (SADA)~~ ***SADA includes*** ~~will include~~ one ***faculty*** representative from each of the following campuses of the College of Rural and Community Development: Bristol Bay, Chukchi, ~~Interior-Aleutians~~ ***Interior Alaska***, Kuskokwim, Northwest, and the Community and Technical College, ~~One or more of these should be from rural campus student services~~ ***One or more of these should be from Developmental Education.*** The committee ~~will~~ also include***s*** one representative from the ***Fairbanks*** 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~~ ***two*** from the College of Liberal Arts, ***including one from the*** English Department; and one each from Rural Student Services, ~~the Academic Advising Center,~~ ***Rural Campus Student Services,*** and ***the Academic Advising Center*** ~~and the Student Support Services Program~~***. The committee may also invite a student representative to serve as an ex officio member.***

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.~~

   ***The Faculty Development, Assessment, and Improvement (FDAI) Committee facilitates faculty development relative to all components of faculty professional activities including teaching, research, and service to the university, the professional community, and the public. FDAI promotes excellence in faculty teaching through evaluating the status of faculty development and assessment, facilitating intellectual activity and interaction among faculty, promoting fair and relevant faculty evaluation systems, and developing and/or piloting professional development initiatives that recognize and promote good practice in teaching and research.***

***The FDAI consists of the Chair, and up to 14 other voting members. The membership of the FDAI must include faculty from both rural and Fairbanks campuses and can include faculty who are senators and non-senators. In addition to its regular members, the FDAI includes non-voting ex-officio members. These include a mandatory ex-officio representative from the Office of Faculty Development (to be selected by the Provost), a member from UAF eLearning, as well as a member of UAF's list of deans. Other non-voting ex-officio members may be invited by the committee.***

4. 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. 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. If the committee determines that a course fails twice in a row to meet "O" or "W" guidelines as specified by the Faculty Senate, the committee shall have the power to revoke "O" or "W" designators from that course.* Committee actions made prior to March 1 will become effective in the next year's Catalog. Designators will be restored as soon as the course has been reapproved by the committee as once again conforming to "O" or "W" guidelines.

   *As found at:
   http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/guidelines-for-core-desig/

   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 ***and one faculty member from CRCD, as voting members.*** Membership on the committee ***may*** include an undergraduate student ***as a non-voting member,*** and representatives from the colleges specifically tasked with core assessment.

6. ~~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 ***the Committee on the Status of Women*** ~~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 ***facilitating*** ~~running~~ workshops on mentoring, promotion and tenure, negotiating techniques, ***providing venues for networking, collaboration and advocacy*** 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.

Membership will consist of ***ten*** ~~nine~~ ***members, at least one*** ~~two~~] of whom will be a senator, ***eight*** ~~the others~~ to be elected at large from among UAF faculty, ***and the Coordinator of the Women's Center.*** ~~The chair will be a voting member~~.

7. 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 for 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.

8. The Faculty Administrator Review Committee (FARC) will facilitate the process of evaluation of ***all Group A and B administrators*** ~~academic administrators in Groups A and B~~. This will include ***ensuring*** ~~encouraging the~~ timely completion of all reviews and resulting letters, as well as presentation of the results of each review to the Provost, Chancellor, Vice Chancellor for Research, or other supervisor in March. The FARC will also approve the process which each ad hoc administrator review committee utilizes.

   The Faculty Administrator Review Committee shall be composed of the chairs of all individual ad hoc ~~academic~~ administrator review committees plus one Faculty Senate representative appointed by the Faculty Senate President who shall chair the committee. The ad hoc administrator review committee chairs may, but do not have to be, members of the Faculty Senate.

9. The Information Technology Committee will address information technology issues and needs affecting aspects of work faculty engage in. They will also be the recognized committee to work with requests submitted for consideration by the Office of Information Technology (OIT).

   ***To help ensure that perspectives from across UAF are represented, membership will consist of at least five representatives, with not more than one from each of the schools, colleges, institutes or libraries. Members who are not Faculty Senators may be appointed to one-year terms. Representatives from OIT and eLearning shall be ex-officio members of the committee. The committee chair must be a senator or an alternate.***

F. Any standing or permanent committee may create subcommittees to assist the committee.

G. The Senate President may create and appoint the members of any ad hoc committee necessary for conducting Senate business. Ad hoc committees are subject to later ratification by the Senate.

H. Committees must forward any legislation which involves the setting or altering of policy to the full Senate for approval. Committees which are specifically charged with applying policy to make decisions may do so without having the Senate approve those decisions. A review by the full Senate may be requested by the reviewing Senate committee. A request to the Senate Administrative Committee for a further Senate review may also be submitted by individual Senators if the question has policy implications. The committee chair is responsible for the presentation of the committee's motion to the Senate at the meeting in which it will be considered.

ATTACHMENT 211/5
UAF Faculty Senate #211, December 7, 2015
Submitted by the Faculty Affairs Committee

**RESOLUTION:**

The UAF Faculty Senate recommends that the faculty of the University of Alaska Fairbanks make an annual voluntary contribution of at least $40 per faculty to UAF designated for sustainability services, projects, and initiatives. The donation will be invested by the Chancellor, in consultation with the Review of Infrastructure, Sustainability and Energy (RISE) Board, toward energy efficiency programs and renewable energy projects at UAF, starting at the beginning of the spring semester of 2016 and ending with the conclusion of the spring semester of 2026.

EFFECTIVE: Immediately

RATIONALE:

In 2009, the students of the University of Alaska Fairbanks voted to impose a $20 per semester ($40 per year) sustainability fee upon themselves to support sustainability projects and initiatives on campus. Per the resolution, the funds are distributed to campus sustainability projects via a student-initiated proposal process. After submission, these proposals are reviewed by the RISE Board (the UAF Sustainability Board), which is comprised of UAF students, faculty, and staff. Since 2009, RISE has funded 86 student-initiated projects, providing transportation services (e.g., Green Bikes), food services (e.g., community garden), and energy savings (e.g., solar panels on SRC, Engineering Building). The RISE Board has also institutionalized sustainability on campus by spearheading a Sustainability Plan that was adopted by the University and incorporated into the Campus Master Plan.

Recently, RISE has changed its funding structure by establishing a green revolving fund (GRF). The fund mandates that 80% of projects have a return on investment, which is put back into the fund to be reused for new projects. Currently, RISE is seeking funding to supplement a commitment of $250,000 dollars for a solar project on the new coal plant. After completion of that project, RISE will continue to push campus sustainability forward as it seeks to have 25% of the UAF campus powered by sustainable resources by 2025.

Voting for this resolution supports a partnership between faculty, staff, and students for making UAF a sustainable organization. It helps demonstrate that faculty, staff, and students share common goals with respect to sustainability at UAF. It sends the message that faculty thoroughly endorse efforts to make UAF a more environmentally responsible campus.

ATTACHMENT 211/6
UAF Faculty Senate #211, December 7, 2015
Submitted by the Curricular Affairs Committee

**Curricular Affairs Committee**
**Meeting Minutes for October 28, 2015,** 1-2:30 pm

Present: Ken Abramowicz, Casey Byrne, Jennie Carroll, Alex Fitts, Catherine Hanks, Cindy Hardy, Eileen Harney, Jayne Harvie, Joan Hornig, Ginny Kinne, Jenny Liu, Lisa Lunn, Rainer Newberry, Holly Sherouse
Absent: Doug Goering, Patrick Plattet

1. Approval/Amendment of Agenda
The agenda was adopted as submitted.

2. Approval of minutes from October14
The minutes were approved with slight modification to the last line.

3. Old Business
   a. O/W Motion for discussion
      1. Draft is online for comments. Document with comments as of 10/27, 10:30 am is attached.

The comments received on the shared Google Doc of the motion were discussed, and responses were crafted by the committee. There was agreement that the old system of O/W courses cannot be maintained -- an assessable system is necessary. The issue of students who switch majors was brought up. The O / W designation can be stored in Banner without the designation actually being published in the Catalog. The timeline for initially submitting Communication Plans was discussed, and April 15, 2016 was agreed upon. Approval of the plans will initially be by the school or college's academic council or curriculum review committee. Future assessment will be rolled into the annual SLOA process.

   b. Probation actions based on summer performance (draft language from Alex/Doug)

Alex reported that the deans and Provost favored a change in which students would not be placed on probation if they had taken 4 credits or less (unless their cumulative GPA fell below 2.0), regardless of the actual semester in which that had taken place (fall, spring or summer). Alex will draw up modified wording for the Catalog.
[Item 4.c. was discussed next.]

   c. GER motion giving CAC permission to make PHC to bucket change (draft language from Ken)

A draft motion was discussed that explicitly gives the committee permission from the Faculty Senate to move ahead and create the course classification ("bucket") lists. Discussion centered on the need to move away from the current Perspectives on the Human Condition (PHC) language so that alignment with general education requirements in the UA Regulations may be achieved.

Whether or not to require ethics course credit at this point in the process with Faculty Senate and the GERs alignment was discussed. At the other two universities, lower division ethics courses can be used to meet the humanities requirement. UAF ethics courses are upper division, so including it in the proposed motion puts UAF out of alignment with GERs. Upper division ethics courses could be

required separately from this current effort. Therefore, it was agreed to remove ethics from the current motion.

The merit of giving CAC the permission to develop the actual lists of courses or to instead have the lists themselves go before the Senate was discussed at length. Because the lists are likely to be added to later on, it was decided it would be more effective for CAC to get formal permission to develop the initial lists.

Holly mentioned the time constraints for getting changes into the 2016-17 Catalog, and so it was decided to get this to the October AdCom meeting.

Jennie agreed to re-format the motion and tweak the wording. It will be sent around to the committee for a final look before it goes to the Administrative Committee this week.

d. CAC Goals AY 15/16 update (attached)

An update is needed to the list item concerning the Foreign Language option (see page 32 of the Catalog). Some discussion followed about what level of review and approval is needed to formalize the change the committee has agreed upon. It was decided to take the issue to the AdCom for discussion (Nov. 30 meeting).

The topic regarding the capstone requirement will be moved up for discussion at the next meeting.

4. New Business

a. ECAI draft paragraph for syllabus (attached)

The length of the statement was an issue for the committee. Should it be a recommended statement, or a required statement? The committee was resistant to the idea of making it a required statement in all syllabi. A shorter optional statement will be developed and shown on the Curriculum web page. It will be listed with the optional Title IX statement.
See item #7 at web page below:
http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/

Jennie will ask Andreas for a shorter statement which CAC will review again before it's posted.

b. CAC GER Subcommittee Report from October 21 (attached)

Discussion postponed to the next meeting.

c. Minor in major issue – information from Education and Child Development and Family Studies

Jennie reported that she had spoken with the School of Education and the Child Development and Family Studies faculty about their bachelor's programs which have embedded minors. Since those conversations, the Sun Star student newspaper had published an article about the possibility of obtaining a minor from within one's major (any major). Alex and the Provost had discussed the issue before the article, and had agreed that a potential solution would be that only credits in excess of the 30 required for a major could be counted toward the minor (e.g., in a major with 36 required credits, 6 credits could double-count toward a minor). For any situation that results from the current lack of a rule between now and a catalog revision, the petition process should be used so that the Provost signs off on the paperwork. It was noted that departments have the right to prohibit students from getting a minor in the same degree as their major (but, if not prohibited, then it can be done).

Holly described some of the issues that need to be addressed in DegreeWorks, such as courses in excess of the 30 major degree requirements that are potentially being counted toward a minor and also may be counted toward (h) and (s) requirements, and even toward W / O upper division requirements. If DegreeWorks cannot accommodate this sort of counting, they may have to do the actual counting of credits manually.

Alex will write up the proposed clarifications for the Catalog and for the Faculty Senate.

Members being in dire need of caffeine rejuvenation, agreed enthusiastically to adjourn and seek a freshly-brewed mug o' joe.

---

**Curricular Affairs Committee**
**Meeting Minutes for November 11, 2015,** 1-2:30 pm

Present: Ken Abramowicz, Casey Byrne, Jennie Carroll, Mike Earnest, Alex Fitts, Catherine Hanks, Cindy Hardy, Eileen Harney, Jayne Harvie, Ginny Kinne (Zoom), Jenny Liu, Rainer Newberry, Patrick Plattet
Absent: Doug Goering, Joan Hornig, Lisa Lunn, Holly Sherouse

1. Approval/Amendment of Agenda

The agenda was adopted as submitted.

2. Approval of minutes from October 28

The minutes were approved as submitted.

3. Old Business
    a. Capstone Requirement [Background documents posted online on CAC page.]

The Faculty Senate motion requiring that baccalaureate degrees include a capstone experience was passed in fall of 2014. It goes into effect in fall of 2016. Alex requested that the committee find out which programs already have a capstone experience, and which do not. Per the motion language, copies are supposed to be on file at the deans' offices. Discussion addressed how to verify that capstones are actually in place and by what means copies might be obtained.

The committee then discussed who's responsible for providing guidelines for programs that still need to develop capstone experiences. The motion specifies that it is the responsibility of each department, program, or college / school to create, deliver, evaluate and assess their capstone experience. The motion also contains general suggestions for what might comprise a capstone experience and provides examples. Generally, the committee was not interested in creating more extensive guidelines than those already contained in the motion. They did not think Faculty Senate had the authority to "micro-manage" by attempting to go into further detail, agreeing that could more effectively be done at the department level.

Mike E. noted that for capstones comprised of courses, a designator could be applied in Banner. This would be useful for pulling reports on those courses, and for coding in DegreeWorks. This would not be applicable for non-course capstones (e.g., portfolios, exhibitions).

Cindy H., recapping how Communication plans will be tied to SLOAs and program review, suggested the same could be similarly applied to the capstones. Alex noted that Communication plans, however, will be reviewed by college / school curriculum councils, and then asked to whom departments will show that they have a capstone experience. Mike suggested a degree audit form could be used; and, Ken suggested a statement to that effect on the SLOAs. Jennie noted that capstones are already integrated into some programs.

Discussion followed on who is responsible to see that capstones are in place for degree programs. Is it the dean's office, or are they simply keeping records on file? There was general agreement that the department level would be most effective in terms of reviewing a capstone experience and confirming its adequacy for the program. Should oversight happen at the college / school curriculum councils?

Alex will distribute a request to the deans, asking them to remind their programs that the capstone experience needs to be file by fall 2016 (if it isn't already).

Various means to determine if the capstone requirement is met by graduating students were discussed. If not integrated into a program's coursework, the Registrar's Office needs to be able to verify in some way what the requirement is and that it has been met. And, if not embedded in coursework, it should be specified in the degree requirements listed in the Catalog (and scribed into DegreeWorks).

In some cases, departments require portfolio development throughout a series of courses, and have a final course for evaluating those. (This could be done with a zero-credit course, as well.) Marking capstone requirements with a special designator in the Catalog was discussed.

The first thing to be done is to remind the departments about the requirement. Existing capstones should be identified and could be marked in the Catalog by means of a symbol. Mike thought it would be entirely appropriate if the Registrar took the lead and directly asked each department to identify their capstone experience. He also noted that the requirement should be included on curriculum format forms for programs.

Mike agreed to report back to the committee in about a month, and Alex said she would still provide a reminder to the deans. March is the deadline for getting program changes into the Catalog. Depending upon the results gathered by Mike, they'll address the timeline for programs that don't have a capstone in place.

b. Probation actions based on summer performance (Alex/Mike)

Alex noted that previously they'd discussed not putting students on probation if they'd taken four credits or less (unless their cumulative GPA fell below 2.0). Some problems have since been identified with that approach. For example, a student could take only one class for successive semesters, fail them every time, and not be put on probation. She met with Mike and Holly, and they discussed another strategy. UAA uses a warning semester. If a student has one semester (regardless of the number of credits taken in that semester) where their GPA falls below 2.0, but their cumulative GPA does not fall below 2.0, they are warned. She shared a chart showing what UAA and UAS do in terms of warning semesters.

Mike supported this strategy of a three-tier academic path to probation or disqualification because it's easier to institute in Banner, and it aligns with the other two universities. It also simplifies transfer of credits. And, it simplifies the cases where a student taking classes at more than one university is on probation at one, but not the other.

Another advantage is that fall, spring and summer semesters are treated alike. Mike clarified that the warnings do appear on transcripts. But, beyond that, it does not restrict the number of credits they can take. Ramifications for degree vs. non-degree seeking students were discussed, along with some of the anomalies that occur in summer, and with high school students taking college courses.
A motion will be needed to make the change to this three-tier system. (It affects page 47 of the Catalog.) Alex will consult with Mike and create the motion. It can be routed electronically for approval by the committee.

There was some discussion about whether or not to differentiate between degree-seeking and non-degree-seeking students. UAA and UAS do not differentiate between them with regard to their probation policy. It was decided not to differentiate between the two, which helps alignment with the other two universities.

c. Minor in Major Motion

The committee agreed on edits to the current language on page 127 of the Catalog concerning Minors. The changes would help clarify the requirement of a Minor with the BA degree, and resolve the issue of double-counting course credits toward the BA and Minor.

Jennie asked if students in programs like Education (where the Minor is embedded in the degree) would need to start declaring their Minor. Alex said that would be the cleanest procedure. But, Rainer noted that this is not a stated requirement anywhere.

Mike noted the Registrar's Office will start reaching out to BA students to declare their Minor; and will also reach out to students pursuing other types of baccalaureate degrees. This way they can be coded into DegreeWorks for the students. They are also adding the declaration of a Minor or a degree concentration to the student application. It can be easily changed during the student's academic career.

Language was proposed for the motion that would require students in a BA program to declare a minor with the Office of Admissions and the Registrar. Some brief discussion followed about a deadline for doing so, but it was agreed that the requirement would be self-policing through DegreeWorks. The entire process for declaring the minor will be electronic and students won't have to gather signatures. (However, students will still need signature approval for the approved elective courses required by some minors.) Alex agreed to word-smith the motion language and send it out electronically to the committee for voting.

d. CAC Goals AY 15/16 update [This document is posted online at CAC page.]

For the next meeting, it was decided to discuss the TechPrep issue; the grades appeal policy (which SADAC is done discussing); and the GERs alignment (math and science).

4. New Business
   a. CAC GER Subcommittee Report from November 4 (attached)

The committee continues to work on guidelines for the humanities and social science courses. The report outlines the progress on the guidelines the committee has made so far.

5. Information items
    a. O/W Motion passed by FS 11/9 [copies were provided]
    b. GER Motion passed by FS 11/9 [copies were provided]

Regarding the GER motion, it was noted that the wish at the Faculty Senate was to keep the Ethics requirement at UAF. The motion was amended on the Senate floor to make that clear, though the Ethics requirement is over and above the basic GERs.

After the information items were mentioned, there was brief discussion about the TechPrep program, how it's managed, and how the issue had been raised to Faculty Senate. Alex mentioned that the UA president has instructed UAF to work with the school district on early college programs for high schools. They will need to discuss how teachers in high schools are credentialed to teach college-level courses. In some cases, UAF faculty teach courses for the high schools. Some of the credentials required of UAF adjuncts will carry over to this scenario. The school district wishes to have their faculty teach the college courses; and the other side of the issue is that UAF faculty are not paid to teach at the high schools.

The aroma of fresh-brewed coffee wafted into the room, overpowering everyone's desire to continue discussing the non-trifling minutiae of the day. The meeting was quite hastily adjourned.

ATTACHMENT 211/7
UAF Faculty Senate #211, December 7, 2015
Submitted by the Faculty Affairs Committee

**Faculty Affairs Committee**
**Minutes: Wednesday, October 28, 2015**
4::00 PM, Conference Room (130), Murie Building, UAF

**Present:** Elizabeth Allman, Andreas Anger, Nicole Cundiff, Chris Fallen, Joshua Greenberg, Julie Maier, Leslie McCartney, Walter Skya,

**Absent:** John Eichelberger (Ex-Officio), Valerie Gifford, John Heaton

Meeting called to order at 4:00 PM by Chris Fallen

Today's agenda approved although we will delay on the Blue Book and John Eichelberger's faculty code item.

Minutes from September 23, 2015 approved; motion made by Nicole, 2nd by Josh, passed.

***Old business:***
Discussion about staff benefit rates; Andy is to draft a Resolution to re-evaluate calculations and bring it back to the group.

***New business:***
Discussion about what to do if a student is charged with a serious crime; concluded that a new policy need not be created and student should be assigned an 'incomplete'.

A resolution to support UA Statewide transformation was put forth. Walter moved that we abandon the resolution as our committee does not know enough about statewide nor is it in the committee purview, 2nd by Elizabeth, passed.

A resolution recommending faculty contribute $40 per year to the RISE board was discussed. While the committee supports the green initiatives and idea of fundraising, it recommends that this go back to the sustainability board to create a different mechanism for fundraising with faculty.

***Next meeting:***
November 25, 2015, 4 PM, Chris to arrange the venue.

Meeting adjourned at 4:50 PM

ATTACHMENT 211/8
UAF Faculty Senate #211, December 7, 2015
Submitted by the Committee on the Status of Women

**Committee on the Status of Women**
**Meeting Minutes for Monday, 06 Nov 2015**, 1-2pm, School of Ed Conference Room - Gruening 718

Present: Jane Weber, Mary Erlander, Diana Di Stefano, Derek Sikes, Ellen Lopez, Erin Pettit, Alex Fitts, Megan McPhee (via skype), Sine Anahita
Members absent: Women's Center Coordinator

**1. Luncheon Cost Analysis Update.** $1,750 for 2015, $2,150 for 2014 so we dropped the costs this year but need to reduce it more. Committee agreed that asking Provost Henrichs would be ideal for the 2016 luncheon because she can speak to the particular challenges at UAF now.

**2. Conversation Cafés**. Planning for Spring, probably at a Café like Arctic Java, or an evening /dinner event. Something to entice more people, try new ideas. Erin will take the lead. Sine suggested a regular date that we could plan on. Mary suggested perhaps using a reading of a new article as a catalyst for discussion.

**3. Promotion & Tenure Workshop.** Springfest is April 22, 2016. Too early to reserve the normal room (Butrovich 109 (BOR Conference Room)). Need to think about panelists. Perhaps cover Associate to Full promotion issues and term faculty concerns. Alex Fitts (Vice Provost and Accreditation Liaison Officer) agreed to speak again. Although each term faculty's contract is uniquely negotiated, we can still provide information about general aspects of the process / career advice and to show that, despite their unique nature, they still belong to community at UAF that cares about them. Discussion of whether term issues should be somehow isolated from the normal panel discussion (and perhaps having a Conversation Café devoted to term issues). Concluded that probably best to not isolate term discussion but keep it part of the normal panel. Distance aspect failed last year – how to do better for next? Illuminate live probably. Sine would be happy to do the fliers for the workshop (include a list of all faculty types & emphasis on strategizing careers).

**4. Family Leave.** Diana's case. Website said 18 weeks of family leave (generous!), she went to HR to ask about the 18 weeks. It was complicated – need to take personal sick leave (but not everyone has 18 weeks saved up, Diana had 6 weeks of leave). Donation of sick leave from others can only happen if there is an emergency medical condition like a C-section. After sick leave ends, then family medical leave, without pay, and it affects insurance (but not clear on the details – going on unpaid leave and having to pay extra to keep insurance is a problem). Wanted to not teach in Fall – went to union, learned that she needed to be at least 51% for the semester. Will be full time in the Spring, 60% of normal contract for year. Had to negotiate. Took a significant pay cut but got the time off. Obviously not an ideal way to obtain maternity leave.

Would be better if there was a University policy for family leave (not just maternity leave) so faculty wouldn't have to negotiate each case separately. **One obvious improvement would be to try to change the rule on leave sharing (pregnancy and childbirth are the only events explicitly excluded from leave sharing).** Statewide HR would need to be contacted to find how this might be changed. Issue was raised of making the donation recipient anonymous, perhaps a pool of funds within each department, that could be tapped into by those needing leave time.

**5. Children on Campus.** Ran out of time, will pick up at next meeting.

**6. Resolution on use of gender-neutral language.** Sine passed out a resolution that will got to the Faculty Senate to change the term "Freshman" to "First Year" to eliminate the former sexist term.

**Next meeting:** Friday, December 11, 1:00-2:00, bring calendars to plan Spring meetings.
Respectfully Submitted, Derek Sikes, These minutes are archived on the CSW website:
www.uaf.edu/uafgov/faculty-senate/committees/15-16-csw/

ATTACHMENT 211/9
UAF Faculty Senate #211, December 7, 2015
Submitted by the Core Review Committee

**Core Review Committee**
**Meeting Minutes for 9 October 2015**
Meeting date: 9 October 2015
Meeting time: 10:30 to 11:30 am
Meeting convener: Andy Seitz and Margaret Short

Attendees

| Name | Present |
|---|---|
| Andy Seitz (co-chair) | X |
| Margaret Short (co-chair) | X |
| Bobbi Jensen | X |
| Brian Kassof | X |
| Burns Cooper | X |
| Caty Oehring | Holly Sherouse in for Caty |
| Gabrielle Russell | Carol Murphrey in for Gabrielle |
| Ginny Kinne | X |
| Hayley Williams | Holly Sherouse in for Hayley |
| Kathy Arndt | X |
| Kevin Berry | |
| Kevin Sager | X |
| Larry Duffy | X |
| Marsha Sousa | X |
| Tony Rickard | X |
| Yelena Matusevich | |

1. Meeting minutes from 11 September 2015 approved

2. Update about GERs and O,W courses by Holly Sherouse
   a. There is a motion to replace the upper division Oral (O) and Written (W) requirement with the requirement that each degree program must satisfy Communications Learning Outcomes within the degree program. If enacted, the change will take effect in AY 2017-2018. O,W designators would still be listed for two years following the change so students in previous catalog years can still satisfy their respective requirements.
   b. There is a motion to replace the current UAF core curriculum with general education requirements that follow a "bucket approach." The bucket approach still has general education areas that need to be met, but they may be met by a wide variety of courses. This change would add flexibility in meeting the GERs and align UAF with UAA and UAS. If enacted, the change will take effect in AY 2016-2017.

3. Very brief discussion about revisiting the Core Curriculum Review Committee bylaws. The Committee decided to shelve any discussion of modifying the bylaws until at least next year, when there is a clearer

picture of what the GERs and Communications Learning Outcomes are, and how they relate to the function of the Core Curriculum Review Committee.

4. Petitions
   a. Approve:
      i. INDS BIOL 397 – Four students requesting an independent study added to an existing neuroscience course that meets W requirements. The syllabus demonstrates that the independent study portion of the existing course meets W requirements.
      ii. Count IDH1002 Wild Planet taken at University of North Florida count for a core natural sciences requirement - This course appears to meet the requirements and spirit of the core natural science requirement, thus was approved.
      iii. Count COM 342 at Arizona State University to meet UAF O/2 requirement - The course syllabus demonstrates that this course meets the UAF O/2 requirement, thus was approved.
      iv. Count ITW 101 at Keene State University count as ENGL 111 at UAF – This course serves as an intro to academic writing at KSU, where incidentally there is no ENGL department, thus the request was approved.
      v. Count ENGL A414 Research Writing at UAA to meet UAF W requirement – The course syllabus demonstrates that ENGL A414 meets the requirements of the W designator at UAF and thus the request was approved.
      vi. Count DAA1110 and THE1000 from Santa Fe College both count towards the ART/MUS/THR F200x requirement – The committee felt that the two classes at Santa Fe College addressed aesthetic appreciation and the interrelationships between art, drama and/or music, thus the request was approved.
   b. Need more information
      i. INDS BIOL 497 – Request approval for a UAF-based independent study added to an existing course (not UAF-based [Public Health and Traditional Medicine of India]) that meets W requirements. The student has a UAF faculty mentor that is listed as the course instructor on the INDS BIOL 497 independent study. The syllabus provided was not clear on the iterative nature of writing assignments and interaction with UAF faculty mentor, so more information was requested by the CCRC about the nature of writing assignments and the interaction between the student and faculty mentor.
      ii. A second petition was submitted by the same student who requested INDS BIOL 497 (see 4.b.i) to have Public Health and Traditional Medicine of India meet the W requirement in the UAF core. Although the student has a faculty mentor at UAF, the syllabus provided was not clear on the iterative nature of writing assignments and interaction with UAF faculty mentor, so more information was requested by the CCRC about the nature of writing assignments and the interaction between the student and faculty mentor.
      iii. Request to have Italian 193 and Italian 200 (not taken at UAF) count towards core humanities requirement – There was no course content provided and it is not clear if the Italian courses were conversational or otherwise. Because typically conversational courses don't count towards the core humanities requirement, the CCRC requested more information about the course content in both Italian courses.

c. Deny
    i. Count a science class taken at the USSR Ministry of Education and Science toward the core natural science requirement – The committee denied the petition for two reasons: 1. The class was about teaching natural sciences, not about natural sciences themselves, 2. The laboratory sections only added up to 23 hours, or about a half of a semester of three hour laboratories. Additionally, the course transferred in as an education course, not a natural sciences course.

5. Discussion
    a. Are meetings open, closed, or semi-closed?

    This discussion stemmed from a meeting in Spring 2015 when a UAF faculty member attended a Core Review Committee meeting and did not leave during the voting for a petition that he signed. The Core Review Committee discussed how we want to conduct meetings and we agreed upon the following guidelines:
        i. Meetings are open to students and/or representative(s) of that student who signed the student's petition that will be discussed.
        ii. The student and/or his/her representative will only be allowed to attend the meeting when the respective student's petition is being discussed. In other words, the student and/or his/her representative will not be allowed to hear proceedings of other petitions on which their name is not listed.
        iii. The student and/or his/her representative will only be allowed to answer questions posed by the committee (i.e., they will not have an open floor to "pitch" the petition), and will have a maximum of three minutes to do so.
        iv. The Core Review Committee reserves the right to table the petition at any time during the discussion of any petition.

---

**Core Review Committee**
**Meeting Minutes for 30 October 2015**
Meeting time: 10:30 to 11:30 am
Meeting convener: Andy Seitz and Margaret Short

Attendees

| Name | Present |
|---|---|
| Andy Seitz (co-chair) | X |
| Margaret Short (co-chair) | X |
| Bobbi Jensen | |
| Brian Kassof | X |
| Burns Cooper | |
| Caty Oehring | Holly Sherouse in for Caty |
| Gabrielle Russell | X |
| Ginny Kinne | X |
| Hayley Williams | X |
| Kathy Arndt | X |

| | |
|---|---|
| Kevin Berry | X |
| Kevin Sager | |
| Larry Duffy | |
| Marsha Sousa | X |
| Tony Rickard | X |
| Yelena Matusevich | |

1. Meeting minutes from 9 October 2015 approved

2. Very brief update about GERs and O,W courses from Holly. Basically, Natural Science, English and Math core requirements will stay the same, and the bucket approach will be implemented for the Perspectives on the Human Condition core. CAC is working on the PHC bucket now.

3. Core course proposals.
   a. MATH 230 Calculus Essentials with Applications: The core "X" designation request was PASSED. This new class will now replace MATH 222 and 232.
   b. GEOG/NRM 483W Research Design, Writing, and Presentation Methods: The core "O" designation request was PASSED.
   c. CHEM 111 Introduction to Environmental Chemistry of the Arctic: The core "X" designation request was tabled until the next meeting (Nov. 20, 2015) to allow the committee members to familiarize themselves with the "Guidelines for core natural science designator."

4. Petitions
   a. Approve:
      i. W designator request for INDS BIOL 497 Public Health and Traditional Medicine of India. The petition was reviewed in the previous meeting (9 October 2015), but was tabled because although the student has a faculty mentor at UAF, the syllabus provided was not clear on the iterative nature of writing assignments and interaction with UAF faculty mentor. Therefore, more information was requested by the committee about the nature of writing assignments and the interaction between the student and faculty mentor. In the current meeting (30 October 2015), more information was provided about the iterative nature of writing assignments, which were deemed to meet the requirements for the W designator.
      ii. W designator request for WRTG 3020 Topics in Writing – Environmental Writing from University of Colorado. After reviewing the course syllabus, the committee agreed that the course meets the UAF "W" requirements.
      iii. W designator request for MUS 497. This class was an independent study conducted by a single student before directed studies existed. The independent study content was identical to an existing, regularly scheduled "W" course that was cancelled because of low enrollment. Currently, this course would have been offered as a directed study, and directed studies based on "W" courses automatically receive the "W" designator. The committee agreed that this W request should be approved because the independent study was based on a "W" course, when directed studies did not exist.

b. Deny
    i. Request to substitute the Army Basic Instructor Course for COMM F131X/F141X. After reviewing the course description (no syllabus provided), the committee agreed that the course does not meet the spirit of the UAF communications core.

5. Discussion
    a. Holly offered to contact Jennie Carroll to invite her to provide an update on GERs at the next meeting. The committee agreed that this is a good idea, so Holly will follow up.
    b. Andy is still working on re-vamping the website.

ATTACHMENT 211/10
UAF Faculty Senate #211, December 7, 2015
Submitted by the Student Academic Development and Achievement Committee

**Student Academic Development and Achievement Committee**
**Meeting Minutes for Oct. 6, 2015** 9-10:30 am

Present: Sandra Wildfeuer, Sine Anahita, Stacy Howdeshell, Mike Earnest, Jennifer Tilbury, Cindy Hardy, William Howard, Colleen Angaiak, Eileen Harney, Jill Faudree, Joe Mason and Ben Kuntz

Approval of Minutes: approved
Approval of Agenda: approved

Item 1: Academic Advising: Debu feels strongly we are the committee to deal with these issues, policies and wording. A suggestion has been that we work in collaboration with other committees on these items as appropriate. Some of the motions include outdated language – we can contribute perhaps to its clean up.
Suggestion would be to run Grade Appeals changes by Curricular Affairs committee and Jennie Carroll. This covers all grade appeals, which is not our purview. Many grade appeals are at the graduate level – Grad committee maybe?
Maybe suggest changes to the language and then pass on to the appropriate committees (Curricular Affairs and the Grad committee). We can edit these motions using Google Docs.

Grade Appeal document: The term "class day" is outdated and unclear. Suggested changes would be a specific period of time: a number of calendar days. A proposal for a reasonable about of time might be 6 months – intent is to get students to submit an appeal as soon as possible. Upper bound might be a year.

- Check for comparison with UAA and UAS. Might be nice to be consistent. Might need to change language about the length of time to keep records (faculty).
- ITEM 2 under Procedures (grade appeal) was a faculty senate motion – go back and check that faculty senate motion. .
- Section B 4 – Discussion of Faculty representation on grade appeal committees – who can serve on this committee? Is the intent to have the committee composed of the faculty member's peers. In the past these appeals have involved adjuncts who don't have as much support.
- In some departments there are courses that only instructors teach.
- **Adding rank and representation seems to be one of the changes put before us – we should ask for clarification. Is it the intent to exclude instructors and adjuncts from these committees? How can we craft the language so this doesn't happen?** Perhaps one issue is that adjuncts do not get paid.
- **Suggestion to move it to GAAC**

**ITEM 2:**
**Course approval timeline- 2 months to make the March catalog (firm deadline)**
**DEVE:**
*Cindy – wants to go forward with them even though other MAUs are not ready, then possibly put a hold on them (in approved status). No rush on these and perhaps we would like to review

all the WRTG course changes as a group.
* Question about where these courses stand relative to existing classes.

**MATH: 3 new courses are part of Math Cubed**
Math Cubed: Pre-algebra class "chunks" -- done in computer lab
**Math Essentials DEVM 068**: to accelerate the process by combining learning objectives into a 4 cr class.

**Proposal:** Someone will review each of these classes; we will re-convene and vote. They have passed CRCD Academic Council. There are seven total courses if WRTG 110 passes through CRCD Academic Council.

Ben, Eileen, Colleen and Jen will do the WRTG courses Jill and Sandra, and
Stacey will do the DEVM courses.

*Suggestions brought to the next meeting

**Item 3 Math Placement Policies**
Update: From the Provost: What happens in spring is up to DEVM and Math faculty regarding placement (will cut scores be changed?). Aleks will not disappear in the Spring. There is another full year to see how ALEKS placement has worked. Input from the broader community desired.

- Catalog changes left to the department, leaving Dept. with more time to make changes, crunch numbers etc.
- No clear message on alignment, yet pressure to align
- There really is no better alternative to ALEKS ; problems with Accuplacer in terms of no feedback for students and has to be proctored. Issue of cost with Accuplacer for math?? (many questions about this).
- High school students taking ALEKS – what are the differences between Accuplacer and ALEX in terms of administering it to HS students. **How can we incentivize Aleks?** (Pay the $25 fee if students take it by the end of the spring). A one credit modular course could be developed – hands on help w/ Alex.
-

Last Item: Student Resiliency Subcommittee didn't have a chance to meet but will continue to gather data. PAIR update – useful data coming.

Adjourn

ATTACHMENT 211/11
UAF Faculty Senate #211, December 7, 2015
Submitted by the Graduate Academic and Advisory Committee

**Graduate Academic and Advisory Committee**
**Meeting Minutes for October 14, 2015**

Attending: John Yarie, Jayne Harvie, Don Hampton, Daryl Farmer, Mitchell Reed, Mike Daku, Donie Bret-Harte (by phone), Anne Boudreau (by phone)

**I. Minutes** from our meeting of 9/23/15 were passed**.**

**II. GAAC discussed updates from the graduate school** provided by Mike Castellini (neither Mike nor Laura Bender could attend today). The topic of digital vs. physical signature pages was discussed further. Jayne and Donie clarified that GAAC approval is not required, though the Graduate School wants our opinions. Anne Boudreau polled her faculty, and they approved of secure digital signatures (not unsecure ones). This was the consensus in GAAC last time we discussed the issue, but is not reflected in Mike's email. John Yarie asked whether the library keeps printed copies of theses. Individual departments keep printed copies, but at present the library is retaining only digital copies (pdfs). How secure this will be for the future as technology changes is an important issue, but is separate from the signature issue.

The issue of health insurance for graduate students was also discussed further. Several people expressed that relying on the individual market set up under the Affordable Care Act would likely pose a problem for many graduate students. Anne asked whether faculty could contact the graduate school directly if they have concerns about this issue. We believe that the answer is yes. We encourage GAAC members to contact their colleagues to make them aware of the changing situation; their colleagues can contact GAAC or contact the Graduate School (Mike Castelllini) directly. Don asked whether UAF would become less competitive in attracting graduate students, which seems like a distinct possibility. Anne noted that some students in Juneau purchase their own insurance anyway, because as they are not located in Fairbanks, they can't use the on-campus facilities, as required by the current graduate student health insurance. It was suggested that we ask for some more information from Mike Castellini, including estimates of the costs under the different options that are being considered. As Mike Castellini will address the Faculty Senate in December, it would be nice to see these numbers prior to the Senate Meeting.

**III. Updates on current assignments.** GAAC passed the following revised course proposal:
**3-GNC:** New Course: **DVM F722 - Veterinary Pharmacology**
No other revisions have been received for pending items.

**IV. New review assignments** were made. Jayne gave us a heads-up that she has just received three items from the School of Education, which are not yet posted.

**V. The next meeting** of GAAC will be October 28, 2015 at 3 pm (subsequently modified to 2 pm).

---

**(Continued next page)**

**Graduate Academic and Advisory Committee**
**Minutes for October 28, 2015**

Attending: Mike Castellini, Mitchell Reed, Daryl Farmer, Laura Bender, Mike Daku, John Yarie, Don Hampton, Donie Bret-Harte, Sean McGee

**I. Minutes** from our meeting of 10/14/15 were passed

**II. Updates from the graduate school**. In response to the graduate school's request for more outside reviewers, schools and departments responded positively with lists of outside reviewers, and things are working well. Sean McGee asked if there were any shortages in particular areas. The graduate school could use more reviewers from CRCD and School of Management. Laura Bender indicated that the graduate school can always use more outside reviewers.

Mike Castellini indicated that there are many concerns about Title IX education and compliance with respect to graduate students. The graduate school wants to ensure that there is help for individual cases and appropriate training for graduate students. He feels that the canned products that are available for undergraduate students are not appropriate for graduate students. A graduate student-specific module (Haven) will be tested. The "Green Dot" program will apply to everyone; Keith Mallard is leading the charge to initiate this, and will get in touch with departments.

The Center for Global Change graduate student research fellowship program has been transferred from IARC to the graduate school. (Mike indicated that this is a fiscal decision, and was not initiated by the grad school). Regardless, the program is up and running now, and the call for this year's competition has come out.

There is no new update regarding graduate student health insurance for UAF. Mike indicated that the University of Montana gave up on supplying insurance, and now requires their students to buy insurance on the exchanges (they gave more money to their graduate students). Laura Bender clarified that students in Juneau can use facilities there, they do not have to use UAF facilities or purchase their own insurance on the exchanges. Sean indicated that graduate students at UAF are considering unionizing in order to get health insurance. Mike indicated that graduate students are already unionized in Montana (without health insurance), while faculty are not unionized. Mike agreed to provide some numbers on health insurance to GAAC before December, when he will make a presentation to the full Faculty Senate.

Laura Bender indicated that Juan Goula has left the graduate school, and Shelly Bauman will take his place.

**III. Updates on current assignments**. GAAC discussed and passed the following course proposals and program changes:

- **1-Trial:** Trial Course: **BIOL / WLF F694 - Decision Analysis for Conservation**, passed pending clarification of the grading scale
- Carryforward: **25-GNP**: **Graduate Certificate in Resilience and Adaptation**, pending the addition of one paragraph from Larry's email (Mike Daku will confirm with Jayne when this is received)
- **8-GNC:** New Course: **CHEM F686 - Chemical Research Mentoring**, passed pending two minor corrections: expand student learning outcomes, delete a duplicate set of instructional methods (Mike will confirm with Jayne when this is done)

- **7-GPCh.:** Program Change: **MS and PhD - Atmospheric Sciences**
- **12-GPDr.: PROGRAM DELETION: Master of Electrical Engineering**
- **17-GPCh.:** Program Change: **MS and PhD - Geology**

**IV. New assignments** were made

**V. Our next meeting** will be on November 11 at 3 pm; Donie will send an email to confirm.

---

**Graduate Academic and Advisory Committee**
**Meeting Minutes for November 11, 2015**

Attending: Anne Beaudreau, Mike Castellini, Mitch Reed, Katrin Iken (guest), Mike Daku, Karen Jensen (by phone), Don Hampton, Jayne Harvie, John Yarie, Donie Bret-Harte, Amanda Loibl

**I. Minutes** of our meeting of 10/28/15 were passed

**II. GAAC members spoke with guest Katrin Iken about the proposal for an MA in Marine Sciences**. Katrin stated that the interest in this program came from two sides, requests from students and a perception that it might benefit the overall marine program in SFOS. Some students have requested a course-based master's that can be completed in only two years, that would cover scientific literature in more depth and give them a better understanding of data analyses, but they are not interested in their own research proposal with lengthy data collection of their own. At present, SFOS can't accommodate these students except through Interdisciplinary Studies. Many of these students are coming from agencies or military, so they are different from students undergoing the usual undergraduate to graduate transition. SFOS does not have an undergraduate program, so they tend to have fairly low numbers of graduate students. The marine program interest lies in accommodating students in a better way and increasing student numbers. Further, there is limited support (TAships) for students, so it would be beneficial to have more self-supporting students. Most students coming from agencies would have their own support from their jobs. Katrin expects no additional costs for program, because the faculty are already there, available to mentor, and these students would simply provide higher enrollment in classes that are already being taught. The program would not require any additional funds, and would make the most of classes already being offered.

Mike Daku asked whether SFOS can increase enrollment by targeted recruitment. Katrin responded that they are working to increase recruitment for whole school, not just particular programs. They have done some background work on names for program, how best to attract students, and they believe that a MA in Marine Science would be a good selling point.

Mitch Reed asked for an explanation of the different requirements for project vs. thesis, and how much depth would be required in a project. Katrin gave several examples of possible projects using existing data sets (e.g. mooring data, or monitoring data not associated with a hypothesis-driven project, but still useful) that could be analyzed and published. The project would not require that the students undertake field work, or developing the ideas for the project completely on their own. Anne Beaudreau commented that this sounds very similar to a European master's degree (often 1 year, abstracts pitched to students to help them get started quickly, focused in scope, not as in-depth as a UAF M.S. degree). In contrast, students accepted into M.S. program come without a fully formed idea, spend a year taking classes and developing ideas. In M.A. program, idea will be presented to them, so that they don't have to develop ideas on their own and can hit the ground running. Anne asked about how advising these

students will affect faculty workload. This has been discussed, but not finalized. However, each student will have an assigned advisor, but likely there will be less credit per student than for M.S. students. whether a faculty member takes on a MA student will depend on interests of faculty as well as students, and SFOS expects a good match. The program will not accept students without matching them up with advisors ahead of time. John Yarie asked whether the program would accept students with any undergraduate degree. Katrin said that she would expect students to mostly have backgrounds in natural sciences background, but the decision will be up to the advisor. Katrin will clarify the number of credits required in the document.

**III. Updates from the Graduate School**. 1) Mike Castellini is preparing for the presentation on changes to graduate student health insurance at the December Senate Meeting. Dr. BJ Aldrich, MD, who oversees the UAF Health Center will attend to speak at Senate meeting; she deals with insurance companies. 2) The Graduate School has been dealing with Title IX issues; doing some interviews with EEOO on two past cases reported to the grad school (members of whom are mandatory reporters); one is deep in HR. He commented that it is difficult because no information comes back to the Graduate School once a case goes to the investigators, yet the students want feedback on the in. Title IX training and bystander (green dot) training will be implemented for graduate students; it would be nice to also get some training on how to speak with the students when no resolution is forthcoming. 3) The Graduate School expects further reductions in staff and services probably equivalent to 1 FTE, but there are no FTEs to give up, so this will likely impact scholarships and other services. 4) Mike has been actively engaged in outreach and training on behalf of the Graduate School, through Joy Morrison's faculty development program and visits to individual departments.

**IV. Updates on current assignments**. GAAC passed the following course and program proposals and changes:
**9-GCCh.:** Course Change: **WLF / FISH F625 - Population Dynamics of Vertebrates**, pending removal of population projections from the catalog description, as that no longer applies.
**13-GPCh:** Program Change: **MS - Electrical Engineering**
**14-GCCh.:** Course Change: **CE F406 - Traffic Engineering**
**19-GPCh.:** Program Change: **Graduate Licensure and MEd in Special Education**
**26-GCCh.:** Course Change: **BIOL F460 - Principles of Virology**, passed pending small corrections to format 1 form

**V. Our next meeting** will be held November 25 at 3 pm.

ATTACHMENT 211/12
UAF Faculty Senate #211, December 7, 2015
Submitted by the Information Technology Committee

**Information Technology Committee**
**November 18, 2015 at 10 a.m. via Skype**

Roll Call
Attendees: Julie Cascio, Joanne Healy, Rorik Peterson, Ruth Prato, Siri Tuttle, Falk Huettmann, Eric Collins, Chris Lott ex officio, Debra Kouda ex officio
Not present: Bill Barnes, Martha Mason ex officio, Fred Schlutt ex officio

- Skype – Rorik shared that to schedule this call, he started a call, then copied the link and had it sent to everyone who would be invited. Joanne shared that she has used skype for groups in a class. Siri used it to connect participants from a distance, Although she might also use google hangouts, depending on whatever platforms work that day.
    - Siri had heard about another platform called Bluejeans. She will look into this further. Falk mentioned a platform called Oogle. This however, is now defunct.
- Security report – Martha Mason has scheduled the CISO, Nathan Zierfuss-Hubbard and CITO, Karl Kowalski for the January 20th meeting to discuss security concerns.
- OIT feedback on videoconferencing –Debra reported that Martha followed up on a report of a meeting that had not worked correctly. Confusion had resulted from thinking it was to be a video conference when an audio conference had been requested originally. OIT had helped the organizer understand the issue and it was resolved.

  OIT has been experiencing some issues with video conferencing. OIT has begun the process of evaluating current video conferencing platform and use. When asked how faculty would be involved in this process, Debra shared that a list of stakeholders is being compiled.

  Faculty in Alaska Native languages have shared that when using Elluminate Live, there has been quite a bit of noise online. For these evening classes there has been no immediate live help. Video conferencing has more OIT support in evening. Elluminate Live does not have support in evening; it is a different provider. If someone is having specific ongoing issues that a tech coming in to troubleshoot would be helpful, faculty can contact Debra Kouda for setting this up.
- OIT faculty engagement - Debra Kouda –
    - Feedback requested on interacting with faculty most efficiently and effectively.
        - Support faculty and faculty training to be proactive.
        - Talk with faculty and staff. Options may be to facilitate small working meetings through IT Committee, ask Jayne to get the info out to the Faculty Senate as a whole via email, present this to faculty senate, send an email survey to all faculty, connect with those who are heavily using various types of technology now.
    - Feedback requested on utilizing an online presence for troubleshooting.
        - Allow OIT to jump onto the machine to troubleshoot.
        - Anyone can go online already to a variety of sites to find instructions on technology issues, When this does not help, *need to be able to talk to OIT tech live*. Hours may need to be extended as faculty work long hours.
        - When a request is submitted to OIT a number is assigned. A way for faculty or staff to check the status of the ticket would be helpful as these can sometimes take months. Debra will look into how to make this happen.
        - OIT techs need knowledge of technology being used and able to support faculty. Metrics should support this system. Technology support for faculty is a recruitment tool. This committee will need to help with priority ranking of the needs that OIT must address, based on dwindling resources.
    - Raise awareness of trainings already being offered. Attendance of third Thursday OIT trainings varies from 4 to 15 faculty. There is a noon-time barrier for attending this, though holding these over the

open hour from 1-2 has not had any better attendance. Other trainings are offered at other times.

- Roll of phone company. Falk asked for clarification. An example given is that the phone company in Fairbanks is Copper Valley; in the past had not been able to connect well to internet, though this has improved recently. Access to internet and/or to the phone may or may not be through phone companies in certain areas. He will investigate.

- Page Up is software purchased by statewide for recruitment, evaluation and other factors related to employees of UA. It was chosen to replace AKjobs and staff performance evaluations.
    - Debu Misra heard a presentation by Heather Arana from statewide HR on PageUp. He asked if this committee would be willing to compare Page Up to Faculty 180 if the Provost is OK with the senate comparing the capabilities of the two. A copy of the presentation is attached to this email. He thought it may be a cost-saving measure to use one software that is already purchased by statewide.
    - The committee requested specifics of what would need to be looked into. This should be a yes or no question that clearly lays out what would need to be investigated.

- Faculty 180

The contract was for five years, currently in the third year. As a follow up from last month's meeting, Jayne Harvey briefly shared some of the history:

- At Meeting #181 (March 5, 2012) Dana Thomas and Eric Madsen presented to Faculty Senate about electronic faculty activity reporting. Prior to this meeting, Dana and Eric had presented four software demos to members of the Faculty Affairs Committee. Of the four, only two were deemed worth considering (one of which was Faculty180 - Data180). Senators decided they wanted the two software vendors to make presentations.
- Turn-out at the vendor presentations was very poor. At Meeting #182 (April 2, 2012) President Reynolds proposed and created an ad hoc committee to review the two software packages (the eFar committee) in order to make a more informed recommendation to administration.
- At Meeting #183 (May 7, 2012) the ad hoc eFAR committee's final report about their evaluation of the software packages was shared with Faculty Senate.

Backup document for the history provided was attached to the agenda for this meeting. Of particular note, however, is the final report from the ad hoc eFAR Committee.

- The next meeting will be January 20, 2016, 10 a.m. via Blackboard Collaborate. Joanne will set up this platform and get information to committee members on how to connect to the meeting.
- February 17, 2016 at 10 a.m. via Adobe Connect. Chris Lott will set up the meeting on this platform and let the committee know how to use it.

The meeting adjourned at 11:00 a.m. AST.