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**A G E N D A**

UAF FACULTY SENATE MEETING #188

Monday, February 4, 2013

1:00 p.m. – 3:00 p.m.

Wood Center Carol Brown Ballroom

- |      |     |  |         |
|------|-----|--|---------|
| 1:00 | I   | Call to Order – Jennifer Reynolds  | 4 Min.  |
|      |     | A. Roll Call   |         |
|      |     | B. Approval of Minutes to Meeting #187   |         |
|      |     | C. Adoption of Agenda  |         |
| 1:04 | II  | Status of Chancellor's Office Actions  | 1 Min.  |
|      |     | A. Motions Approved:   |         |
|      |     | 1. Motion to approve the Unit Criteria for Cooperative Extension Service   |         |
|      |     | 2. Motion to amend the student attendance policy   |         |
|      |     | 3. Motion to approve a new minor in Interdisciplinary Studies  |         |
|      |     | 4. Motion to approve a new minor in Emergency Management   |         |
|      |     | 5. Motion to amend transfer credit policy  |         |
|      |     | B. Motions Pending: None   |         |
| 1:05 | III | A. President's Comments – Jennifer Reynolds  | 10 Min. |
|      |     | B. President-Elect's Comments – David Valentine  |         |
| 1:15 | IV  | A. Chancellor's Remarks – Brian Rogers   | 15 Min. |
|      |     | B. Provost's Remarks – Susan Henrichs  |         |
| 1:30 | V   | Discussion Items   | 10 Min. |
|      |     | A. Comments from Faculty Development, Assessment and Improvement Committee   |         |
|      |     | B. Grade of C- to become acceptable for courses in one's major and for prerequisites   |         |
| 1:40 | VI  | New Business   | 20 Min. |
|      |     | A. Motion to authorize UAF faculty representatives to serve on cross-MAU committee to develop a common set of general education learning outcomes, submitted by the Administrative Committee (Attachment 188/1)          |         |
|      |     | B. Motion to require the student transcript to distinguish between Master's with thesis and Master's with project, submitted by the Graduate Academic and Advisory Committee (Attachment 188/2)                          |         |
|      |     | C. Resolution on archiving master's projects and theses, submitted by the Graduate Academic and Advisory Committee (Attachment 188/3)  |         |
|      |     | D. Motion to require graduate student enrollment in credits within discipline during semester of thesis defense and semester of graduation, submitted by the Graduate Academic and Advisory Committee (Attachment 188/4) |         |
| 2:00 |     | PHOTO SHOOT with Todd Paris; BREAK   |         |

2:10	VI	New Business Continued	20 Min.
		E. Motion to revise the grade appeals policy to clarify the time period within which grade appeals will be reviewed (Section III: Procedures, Article B, Subsection 5), submitted by the Faculty Affairs Committee (Attachment 188/5)	
		F. Motion to approve a new minor in Military Security Studies, submitted by the Curricular Affairs Committee (Attachment 188/6)	
		G. Motion to amend transfer credit policy, submitted by Core Review and Curricular Affairs Committees (Attachment 188/7)	
		H. Motion to amend the credit by exam policy, submitted by the Curricular Affairs Committee (Attachment 188/8)	
2:30	VII	Guest Speakers	
		1. Derek Miller, Julie Larweth: UAF Office of Management and Budget Topic: FY14 UAF Budget Request Pocket Guide (handout)	5 Min.
		2. Mike Davis, Faculty Senator Topic: Legislative Affairs	5 Min.
2:40	VIII	Public Comments/Questions	5 Min.
2:45	IX	Governance Reports	10 Min.
		A. Staff Council – Claudia Koch	
		B. ASUAF – Mari Freitag	
		C. UNAC – Debu Misra UAFT – Jane Weber	
		D. Athletics – Dani Sheppard	
2:55	X	Members' Comments/Questions/Announcements	5 Min.
		A. General Comments/Announcements	
		B. Committee Chair Comments / Committee Reports (as attached)	
		Curricular Affairs – Rainer Newberry, Chair (Attachment 188/9)	
		Faculty Affairs – Cecile Lardon, Chair	
		Unit Criteria – Karen Jensen, Chair	
		Committee on the Status of Women – Jane Weber, Chair (Attachment 188/10)	
		Core Review Committee – Latrice Bowman, Chair	
		Curriculum Review – Rainer Newberry, Chair	
		Student Academic Development & Achievement – Cindy Hardy, Chair (Attachment 188/11)	
		Faculty Development, Assessment & Improvement – Franz Meyer, Chair (Attachment 188/12)	
		Graduate Academic & Advisory Committee – Donie Bret-Harte, Chair (Attachment 188/13)	
		Research Advisory Committee – Jon Dehn, Chair	
3:00	XI	Adjournment	

**MOTION:**

This senate supports the formation of a Faculty Alliance GE Learning Outcomes UA Coordination Subcommittee, to include equal representation from each MAU and to work on the general charge of identifying a common set of General Education learning outcomes (i.e., broad goals) to recommend to the faculty senates at each MAU in late 2013.

Rationale: This January faculty and registrars from UAA, UAF, and UAS met for two days and had a facilitated dialogue with General Education Curriculum and Assessment experts from the Association of American Colleges and Universities.

The workshop focused on presenting current best practices in General Education and Assessment. Topics included the AAC&U LEAP initiative, careful articulation of learning outcomes, logic models for designing assessment of GE outcomes, High Impact Practices, and e-portfolios. The facilitators also encouraged the assembled faculty to consider the GE learning outcomes at each of their MAUs and asked them to identify points of agreement and disagreement across the MAUs. In general the assembled faculty noted more agreement than not and also acknowledged that the modified LEAP outcomes adopted by the UAF faculty senate are a good starting point for an attempt to coordinate GE learning outcomes across the three MAUs. There was also general consensus among the assembled faculty that since BOR policy allows students to freely mix and match GER curriculum between the three MAUs that better coordination of GE learning outcomes would better serve our students and the faculty who anticipate certain general competencies as students engage upper division coursework. The faculty also resolved that a subcommittee of the Faculty Alliance with representation from each MAU be created and charged with having an ongoing dialogue about coordination of GE learning outcomes across the MAUs.

ATTACHMENT 188/2  
UAF Faculty Senate 188, February 4, 2013  
Submitted by the Graduate Academic and Advisory Committee

**MOTION:**

The UAF Faculty Senate moves to require that the Office of Admissions and the Registrar distinguish *Master's* degrees within the student's transcript as "Master's with thesis" or "Master's with project" in the title of the degree granted when applicable.

EFFECTIVE: Fall 2013

RATIONALE: At UAF, Master's Degrees can be granted with either a thesis or a project.

Projects generally require 6 credits of research (698), while theses often (but not always) require 12 credits of research (699). Many Departments distinguish between Master's Degrees with thesis or with project in the titles of the degree, but not all do. Concern has been raised that confusion arises when a Master's degree is granted with thesis or project and there is no distinction (other than the number and type of credits on the transcript) between degrees, and that this confusion does not serve the students or prospective employers well.

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## **RESOLUTION**

The UAF Faculty Senate reaffirms its previous motion to require that both theses and projects for Master's of Arts and Master's of Science degrees be archived in the Rasmuson Library, and to put this requirement into the UAF Catalog. The Rasmuson Library already archives theses, and is willing to centrally archive projects in a variety of formats.

### Motivation and Background:

- A Faculty Senate Motion from Meeting #71 (April 1997) concerning Master's degree requirements included the stipulation that Projects are archived at the Library, as well as theses, and that project archival is a degree requirement. The entire motion is copied below.
- Subsequent motions concerning master's degrees (Meeting #88, May 1999; Meeting #123, May 2004) made some credit requirement changes, but did not address the requirement to archive projects.
- The 1999-2000 UAF Catalog (page 43-44) contained the language that projects are archived in the UAF Rasmuson Library for both MA and MS degrees. This language was subsequently dropped from the Catalog in 2000-2001, which was a change that did not involve Faculty Senate approval.
- At the present time, not all Master's projects are archived in the Rasmuson Library. Some are archived in the Rasmuson Library, some are archived by individual departments, and some are not archived at all
- It is in the interest of students and their potential employers that all Master's theses and projects be archived.

The UAF Faculty Senate passed the following at its Meeting #71 on April 14, 1997:

MOTION PASSED (unanimous)  
=====

The UAF Faculty Senate moves to approve the minimum requirements for Master's Degrees shall be as follows:

For all Master's Degree Programs, the following must be met:

- a. Submit a Graduate Study Plan (GSP) and an Appointment of Committee Form to the Graduate School by the end of the second semester in attendance.
- b. Be registered for at least 6 credits per year (fall, spring, and summer combined), or have an approved leave of absence form on file.
- c. Submit an Advancement to Candidacy form to the Graduate School. Once submitted, this form supplants the GSP and serves to formally establish specific degree requirements.
- d. Submit an application for graduation and be registered for at least 3 graduate credits in the semester in which the degree is to be awarded; and
- e. Complete all degree requirements within the 7-year time limit allowed.

Furthermore, the following additional requirements are the minimum for Master's Degrees:

For a Master's of Science or Master's of Arts Degree - with thesis

Successfully complete at least 30 credits of course work including at least 6 credits of thesis (699). (No more than 12 thesis/research (699/698) credits may be counted towards the minimum degree credits).

At least 24 credits must be at the 600 or above, except for a Master's of Arts in Music, which must have at least 21 credits at the 600 level or above.

Pass a written and/or oral comprehensive exam (may be combined with the thesis defense).

Publicly present and defend thesis.

Submit a completed and signed thesis defense form to the Graduate School.

Archive thesis in UAF Library.

Master's of Science or Master's of Arts Degree - with project

Successfully complete at least 30 credits of course work including at least 6 credits of project work (698). (No more than 6 research (698) credits may be counted towards the minimum degree credits.)

At least 24 credits must be at the 600 level or above, except for a Master's of Arts in Music, which must have at least 21 credits at the 600 level or above.

Pass a written and/or oral comprehensive exam (may be combined with the project defense.)

Publicly present and defend project.

Submit a completed and signed project defense form to the Graduate School.

Archive project in UAF Library.

For a Professional Master's Degree (i.e. Master's of Business Administration, Education, etc.)

Successfully complete at least 30 credits of course work (research or thesis credits NOT included). At least 24 credits must be at the 600 level or above (research or thesis credits NOT included).

Successful completion of a comprehensive exam or capstone course that includes demonstration of the ability to synthesize information in the field at a level appropriate for a Master's degree.

Note on Implementation of Motion: It is the understanding of the Graduate Curricular Affairs Committee that changes to existing programs degree requirements or the name of the degree which may be necessitated by this policy, if implemented, will need final approval of the Graduate Curricular Affairs Committee, but does not constitute a new degree offering, and will not need approval by the Board of Regents. No minimum presented herein prohibits programs from requiring additional work. The adjustments that have been made from existing programs include the requirement for the non-thesis project to be documented and in some manner archived in the Library (i.e. slides, recording, report.)

EFFECTIVE:            Fall 1998

RATIONALE:           Currently there is great disparity in the administration of Master's degrees using a thesis or non-thesis option. In addition, there is an increasing movement towards Professional Master's Degrees which require only course work. To ensure the quality and workload for a degree is comparable for the thesis, project option, and professional (non-thesis and non-project) minimum must be set and applied across all degrees.

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**MOTION:**

The UAF Faculty Senate moves that the UAF Catalog wording in the section relating to Master's and Ph.D. degrees be changed to include the following language pertaining to graduate degrees: "You must be registered for a minimum of three graduate credits within your discipline and maintain enrollment in the semester that you successfully defend your thesis and you must be registered for a minimum of one graduate credit within your discipline and maintain enrollment during the semester that you graduate."

EFFECTIVE: Fall 2013

RATIONALE: Currently, the Catalog states "You must be registered for at least 3 graduate credits in the semester in which you receive your degree" (p. 205). There is no requirement that these credits be within the discipline of study, or that students maintain enrollment during the semester that they graduate, thus it is possible to register and then drop the credits. Making these proposed changes to the catalog will eliminate these possibilities, but will allow students who have defended their thesis or project but not officially completed degree requirements to register for a minimum of credits in their last semester.

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CAPS = Addition  
[[ ]] = Deletion

**GRADUATION** [as currently in the *UAF Catalog*, page 205]

...

- **Application for Graduation**

You must be registered for [[at least 3]] **A MINIMUM OF THREE** graduate credits **WITHIN YOUR DISCIPLINE AND MAINTAIN ENROLLMENT** in the semester [[in which you receive your degree]] **THAT YOU SUCCESSFULLY DEFEND YOUR THESIS AND YOU MUST BE REGISTERED FOR A MINIMUM OF ONE GRADUATE CREDIT WITHIN YOUR DISCIPLINE AND MAINTAIN ENROLLMENT DURING THE SEMESTER THAT YOU GRADUATE.** You must file an application for graduation and a non-refundable fee with the Registrar's Office. We encourage you to apply for graduation in the semester prior to the semester you plan to graduate. Applications for graduation filed after the published deadline will be processed for graduation the following semester. You need not have all requirements met before you apply for graduation. The application is an indication that you are planning to finish all degree requirements during the intended graduation semester. Students who apply for graduation and who do not complete degree requirements by the end of the semester must reapply for graduation and pay the fee again.



**MOTION:**

The UAF Faculty Senate moves to revise the Grade Appeals Policy of the University of Alaska Fairbanks Faculty Senate, Section III: Procedures, Article B, Subsection 5. This revision clarifies the time period within which grade appeals will be reviewed.

EFFECTIVE: January 2013

RATIONALE: As currently stated the policy makes it possible for a grade appeals to be received during the summer when many faculty are off contract. Depending on the department and program it may be difficult to find enough faculty to serve on a grade appeals committee during those summer months. The proposed revisions allow for a more flexible time period for processing grade appeals submitted during the summer.

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**CAPS & BOLD** = Addition

**[ ]** = Deletion

Sect. III (Article B: Procedures)

**III. Procedures**

B. If no such error occurred, the remaining option is by review for alleged arbitrary and capricious grading, or for instances where the course instructor is unavailable and satisfaction is not forthcoming from the appropriate department chair.

1. This review is initiated by the student through a signed, written request to the department chair with a copy to the dean of the college or school in which the course was offered.

a. The student's request for review may be submitted using university forms specifically designed for this purpose and available at the Registrar's Office.

b. By submitting a request for a review, the student acknowledges that no additional mechanisms exist within the university for the review of the grade, and that the university's administration can not influence or affect the outcome of the review.

c. The request for a review must be received **WITHIN 30 CLASS DAYS AFTER THE BEGINNING OF** the next regular semester (i.e., fall semester for grade issued at the end of the previous spring semester or summer session; spring semester for grade issued at the end of the previous fall semester) or within 5 days of receipt of notification of the process by the dean/director of the college or school in which the course was offered.

...

5. The committee must schedule a mutually agreeable date, time and location for the appeal hearing within 10 working days of receipt of the student's request **AS PER B.1.c. ABOVE. THE REVIEW OF GRADE APPEALS SUBMITTED DURING THE SUMMER (I.E., AFTER COMPLETION OF FINAL EXAMS IN THE SPRING SEMESTER) MUST BE SCHEDULED NO LATER THAN THE 15<sup>TH</sup> WORKING DAY OF THE BEGINNING OF THE SUBSEQUENT FALL SEMESTER.**

**MOTION:**

The UAF Faculty Senate moves to approve a new minor in Military Security Studies (housed in the School of Management).

Effective: Fall 2013

Rationale: See the program proposal #64-UNP on file in the Governance Office, 312B Signers' Hall.

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**Overview:**

The Military Security Studies minor focuses on academic aspects of military education and training. Students with military experience may use the structure of this minor to build on their education in military studies as part of a degree at UAF.

Students with a background and interest in military studies frequently go into high value jobs related to national security. The minor can serve as a formal statement of achievement that is useful for those career goals.

**Proposed Minor Requirements:**

1. Complete the following: 10 credits of MILS electives, as approved by the Program Director, Emergency Management and Homeland Security Department.
2. Choose 2 of the following:\*

HSEM F301 – Principles of Emergency Management and Homeland Security -3 credits

HSEM F412 – Emergency Planning and Preparedness – 3 credits

HSEM F423 – Disaster Response Operations and Management – 3 credits

HSEM F434 – All Hazards Risk Analysis – 3 credits

HSEM F445 – Business Continuity and Crisis Management – 3 credits

HSEM F456W – Leadership and Influence During Crisis – 3 credits

MILS F442 – History of the American Military -3 credits

Or course(s) pre-approved by the Program Director, Emergency Management and Homeland Security Department

3. Minimum credits required: 16

\* Students must earn a C grade (2.0) or better in these classes.

**Relationship to the Purposes of the University:**

Establishing this minor in Military Security Studies is in keeping with UAF's role in serving the needs of active duty and veteran students. UAF is a designated "Military Friendly Institution."

**MOTION:**

The UAF Faculty Senate moves to amend the academic policy regarding transfer of credits.

EFFECTIVE: Fall 2013

RATIONALE: The following reasons are submitted as the basis for amending the 2+2 portion of the AA / AS waiver policy:

1. General education requirements are substantially the same among the 6 regional accreditation bodies.
2. As the policy currently stands it is frequently difficult for others (advisors, recruiters, etc.), without consulting the Office of Admissions and the Registrar (OAR), to assure students with these degrees that they will receive waivers.
3. It is difficult to advertise because of the caveats (not everyone understands what NWCCU is and not everyone knows which states have been approved as having a 2+2 agreement.
4. If there is an easily understood policy in place, with a minimum of restrictions, it will make it easier for UAF's schools and colleges to develop MOUs with other institutions.
5. The Registrar's Office wants to produce transfer credit evaluations as quickly as possible so students can decide if they want to come to UAF or go elsewhere, or so they can work with their advisors to get registered. Given the 2+2 limitation it is difficult to complete the AA/AS core waiver portion of the evaluation in a timely fashion.

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**CAPS** = Addition

**[ [ ] ]** = Deletion

**Transferring Credits [as currently in the *UAF Catalog*, pages 36-38]**

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The following regulations apply to transfer of credit:

1. Students are eligible for transfer of credit if they have been admitted to an undergraduate degree or certificate program.
2. The applicability of transfer credit to a student's major and/or minor requirements is subject to approval by the major and/or minor department. Transfer students must fulfill the UAF graduation and residency requirements, including those specific to their programs.

3. Undergraduate credits earned at the 100-level or above with a C- grade or higher at institutions accredited by one of the six regional accrediting agencies will be considered for transfer. Transfer credit is not granted for courses with doctrinal religious content or for graduate courses (for undergraduate programs).
4. Transfer credit is awarded for courses in which the student received grades of C- or better. Instructor permission may be required for purposes of registration if the transfer credit courses have not satisfied the prerequisite requirements, or if the transferable grade is not equal to a C (2.0) or better (the minimum grade required for prerequisite courses).
5. Any student who has completed a bachelor's degree from a regionally accredited institution will be considered to have completed the equivalent of the baccalaureate core and the associate of arts core when officially accepted to a baccalaureate degree program or associate of arts program at UAF. These students will also be considered to have completed the equivalent of the communication, computation and human relations requirements for the associate of applied science and the certificate.
6. Any student who has completed an associate of arts or an associate of science degree from a regionally accredited school [[satisfying one of the criteria below]] will be considered as having satisfied the 100- and 200-level UAF general education (core) requirements[[:]].

[[a. The AA or AS degree is from the University of Alaska, or

- b. The public universities in the state in which the community college is located also waive their core requirements in recognition of completing an AA or AS degree, that is, have established a 2+2 program, or
- c. The community college and/or community college district is accredited by the Northwest Commission on Colleges and Universities (the agency that accredits UAF), or
- d. The associate program has been approved by the UAF Core Review Committee as satisfying the 100- and 200-level general education (core) requirements.]]

...

**Note: Faculty Senate approved additional changes at its earlier Meeting #187 (Dec. 3, 2012) which modify the subsequent numbered portions of this policy.**

**MOTION:**

The UAF Faculty Senate moves to amend the Credit by Exam policy as follows:

EFFECTIVE: Immediately

RATIONALE: The addition of this clarifying statement to the current Credit by Exam policy reduces confusion and reflects the current practice at UAF.

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**BOLD CAPS** = Addition

[ [ ] ] = Deletion

**CREDIT BY EXAM [as currently in the *UAF Catalog*, pages 38-41]**

...

- **UAF Credit by Exam**

Credit by exam can be earned at UAF by students who are currently enrolled. Most courses are available for credit by exam, except those with numbers ending -90 through -99 (193, 292, 497, etc.). A course challenged for credit cannot duplicate a course for which credit has already been granted or in which the student is currently enrolled. **IT IS UP TO THE DISCRETION OF THE DEPARTMENT AND INSTRUCTOR TO DECIDE WHICH COURSES CAN BE CHALLENGED, AND THE TESTING METHOD AND GRADING PROCEDURES.**

Credit by exam may not be requested for audited courses until one year has passed since the end of the semester in which the course was audited.

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**Curricular Affairs Committee** 19 November 2012 Minutes 9-10 am Reichardt 301

Voting members present: Rainer Newberry (Chair); Retchenda George-Bettisworth; Ken Abramowicz (audio); Karen Gustafson; Cindy Hardy; Sarah Hardy; David Henry; Todd Radenbaugh (audio),

Non-voting members present: Libby Eddy; Lillian Misel; Alex Fitts; Jayne Harvie (taking notes); Doug Goering (audio)

**1. Approved minutes of 5 November meeting**

**2. Report from J Rosenberg (GERC):** still coming to grips with result of Faculty Poll

**3. Approved new minor: interdisciplinary studies (as slightly modified based on feedback from last meeting)**

1. Contact the Academic Advising Center at 907-474-6396 or 1-888-823-8780 for materials and procedures.
2. Prepare and submit a draft declaration of interdisciplinary minor form and submit it electronically to the Academic Advising Center at [uaf.advising@alaska.edu](mailto:uaf.advising@alaska.edu) or in person at 509 Gruening Building. **This form asks the student to provide a title for their minor, briefly describe the body of knowledge and skills intended to fulfill the minor, including courses specifying the knowledge and skills relevant to the minor title** (for example, Food Science minor including relevant coursework from transfer credits in Food Science from a regionally accredited university, as well as credits from chemistry, fisheries or natural resources management, and biological sciences). An interdisciplinary minor **cannot be titled the same as an existing minor** and must demonstrate a cohesive body of knowledge and skills. The approved **title will appear on the student's transcript**.
3. Three faculty approved by the Dean of General Studies will serve as the interdisciplinary minor committee. This committee will ensure that an appropriate and cohesive body of knowledge and skills is addressed in the planned minor, ensure that the interdisciplinary minor does not overlap with an existing minor, and discuss alternatives with the student as needed.
4. Minimum credits required – 18 credits

**4. Two new minors introduced for discussion:**

**(a) Emergency Management**

**Ooops. Older version sent around...well, we approved it in principle but agreed to review the revised version via email. [subsequently that was sent around and no one objected→ moved forward to AdComm]**

**(b) Military Security Studies**

This one is a little more complicated, revolving around the issues of transferability of military basic and advanced individual training. Currently they transfer as officer training courses (MIL 101, 102, 201, 202), although clearly they're not. Derailed by the problem of transfer equivalences....will take up again next time, after discussions with the submitter.

**5. Request for change in catalog language from Libby Eddy, acting? Interim? registrar**

Current policy

"A course challenged for credit [*that is, credit by exam*] cannot duplicate a course for which credit has already been granted or in which the student is currently enrolled. " [*rjn in italics*]

Libby's revised suggestion: "A course challenged for credit cannot duplicate a course for which credit has already been granted, an F grade has been received, or the student is currently enrolled. "

*We agreed: It's a weird policy all around—as far as anyone knows, a student can essentially demand 'give me an exam for course X'. It's also potentially arbitrary: how are the standards set for such? And it does make sense for some courses—Alex brought up the case of a student getting credit for Spanish after failing the course—but clearly not for others. Courses with a lab component, for example, seem particularly ill-suited. Shouldn't the department/instructor have a choice about whether to allow such an exam? Lots of discussion, no obvious answers. We asked Libby to present something to us for our consideration next meeting. Rainer said he would ask around as well.*

**Note added after the meeting: the testing website includes the following: "It is up to the discretion of the department or instructor to decide which courses can be challenged, testing method and grading procedures."** *Seems like this should be in the catalog.*

**Form itself states: "and may not be used to replace a previously graded course for which you received credit"** *which implicitly says 'you can use credit by exam for a course you've already taken'*

## 6. Request for a change in policy

'Any transfer student who has completed the baccalaureate General Education Requirements at any Regionally Accredited 4-year institution is considered to have completed the baccalaureate Core Requirements at UAF. A student wishing to do so is responsible for documenting GER requirement completion at the previous institution.'

**Note that (a) we currently accept a baccalaureate degree as fulfilling our core and (b) we accept an AA/AS from a regionally accredited school as fulfilling the lower division parts of the core.**

*Rainer presented the above. We discussed the pros and cons. Several of us on the committee had the frustrating experiences of working with transfer students who take a year of UAF's core courses to replace the year of core courses taken elsewhere. Unanimously agreed to send to both Core Review committee for comments and to AdComm.*

**7. We discussed our meeting day/time/place for next semester** ....*the consensus was that no one was especially wild about this day/time/place but we could live with it. and would plan to do so. However we'll try to arrange things so we don't meet the say day as faculty senate.*

**8. We agreed to meet again in two weeks (Dec 3) but probably not Dec 17 unless something really ugly turns up**

**We quietly adjourned.**

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## Curricular Affairs Committee

Meeting Minutes for 3 December 2012 9-10 am Reichardt 301

Voting members present: Rainer Newberry (Chair), Retchenda George-Bettisworth (audio); David Henry; Ken Abramowicz (audio); Cindy Hardy; Sarah Hardy; Todd Radenbaugh (audio), Karen Gustafson (audio). absent: Diane McEachern

Non-voting members present: Doug Goering (audio); Carol Gering; Alex Fitts (audio); Jonathan Rosenberg (audio); Libby Eddy; Lillian Anderson-Misel; Caty Oehring. Jayne Harvie (notes).



### 1. Approve minutes of last meeting & Discuss: meeting 17 December? Next semester?

The minutes for the November 19 meeting were approved as submitted.

The next meeting will be Monday, December 17, 2012, same time and location as usual.

The first meeting of the spring semester was set for the Monday before classes begin and January 14 was settled upon. [ Classes begin on the 17<sup>th</sup>.]

### 2. Report from J Rosenberg (GERC)

Jonathan R. reported that based on the survey results, they're going in the right direction. They're pursuing a more flexible program with a broader range of course choices for students to fulfill general ed requirements. Survey results showed that faculty want fewer than 39 core credits, but more than the minimum 34 required by BOR policy. They're aiming for about 36 credits.

New core designators may be added for civic engagement; intercultural and diversity content; and arctic or Alaskan issues. The LEAP outcomes cluster around four objectives. Capstone courses will cover one of those objectives. Next semester, GERC will propose a model (or models) to help identify courses fulfilling the learning objectives.

### 3. Old business—

#### A. status of proposed new minor Military Security Studies

Rainer communicated with Cam Carlson, the submitter of the new minor. It was agreed to drop mention of 'transfer from Joint Service Transcript (JST)' and change language to "10 credits of MILS electives, as approved by the Program Director, Emergency Management and Homeland Security Department."

The committee approved the new minor with the request that the ROTC program be appraised of it. The changes approved by the submitter remove the conflict with that program's officer training courses. The new minor will go forward to the Administrative Committee.

#### B. Credit by Exam, cont.

##### Current policy

"A course challenged for credit cannot duplicate a course for which credit has already been granted or in which the student is currently enrolled."

**Suggested (earlier) by registrar:** "A course challenged for credit cannot duplicate a course for which credit has already been granted, an F grade has been received, or the student is currently enrolled."

*Lots of discussion about this last time...anything wrong with retaking a failed course w/ test as long as the department is willing to do so???*

**the testing website includes the following:** "It is up to the discretion of the department or instructor to decide which courses can be challenged, testing method and grading procedures." *Seems like this should be in the catalog language.*

**Form itself states:** "and may not be used to replace a previously graded course for which you received credit" *again, this ought either be in the catalog or not.... Is there anything wrong with replacing grade with test grade????*

**Suggested:** A course challenged for credit cannot duplicate a course for which credit has already been granted or the student is currently enrolled. It is up to the discretion of the department and instructor to decide which courses can be challenged, testing method and grading procedures.

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THIS WAS UNANIMOUSLY APPROVED FOR SUBMISSION TO ADMINISTRATIVE COMMITTEE  
The committee supported having it remain the discretion of the department / instructor to decide which courses may be challenged for credit. All agreed that alignment of the required form with the web site and the Catalog with the language in the paragraph above would fix the issues they discussed

#### 4. NEW BUSINESS

##### A. Change in AA/AS = core

current policy: Any student who has completed an associate of arts or an associate of science degree from a regionally accredited school satisfying one of the criteria below will be considered as having satisfied the 100- and 200-level UAF general education (core) requirements:

- a. The AA or AS degree is from the University of Alaska, or
- b. The public universities in the state in which the community college is located also waive their core requirements in recognition of completing an AA or AS degree, that is, have established a 2+2 program, or
- c. The community college and/or community college district is accredited by the Northwest Commission on Colleges and Universities (the agency that accredits UAF), or
- d. The associate program has been approved by the UAF Core Review Committee as satisfying the 100- and 200-level general education (core) requirements.

##### Change to (Submitted by Registrar's office)

Any student who has completed an associate of arts or an associate of science degree from a regionally accredited 2-year or 4-year institution (other than UAF) will be considered as having satisfied the 100- and 200-level UAF general education (core) requirements.

**justification** for eliminating the 2+2 portion of the AA/AS waiver policy:

1. General education requirements are substantially the same among the 6 regional accreditation bodies
2. As the policy currently stands it is frequently difficult for others (advisors, recruiters, etc.), without consulting us, to assure students with these degrees that they will receive waivers
3. It is difficult to advertise because of the caveats (not everyone understands what NWCCU is and not everyone knows which states have been approved as having a 2+2 agreement)
4. If there is an easily understood policy in place, with a minimum of restrictions, it will make it easier for UAF's schools and colleges to develop MOUs with other institutions.
5. The Registrar's Office wants to produce transfer credit evaluations as quickly as possible so students can decide if they want to come to UAF or go elsewhere, or so they can work with their advisors to get registered. Given the 2+2 limitation it is difficult to complete the AA/AS core waiver portion of the evaluation in a timely fashion.

**THIS CHANGE WAS UNANIMOUSLY APPROVED BY THE COMMITTEE**  
**Meeting adjourned before all the items were discussed. Oh, well.**

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**Curric Affairs Committee 17 December 2012 MINUTES 9-10 am Reichardt 301**

Present: (in one form or another): Rainer Newberry (Chair), Retchenda George-Bettisworth David Henry, Ken Abramowicz, Cindy Hardy; Sarah Hardy, Todd Radenbaugh, Diane McEachern, Doug Goering, Carol Gering, Libby Eddy, Lillian Anderson-Misel, Caty Oehring, Dani Sheppard

##### I. Introductory matters

###### 1. minutes of last meeting (3 December) Approved

###### 2. Coming semester: same time and place...1<sup>st</sup> meeting 14 Jan 9 am Reichardt 301

###### 3. Report from J Rosenberg (GERC) – looks like more designators are coming!!!

(intercultural competence, civic engagement, AK & Arctic Issues...+ existing O & W) CAC members expressed displeasure, verging on hysteria.

## II. OLD BUSINESS

### 1. MOTION (submitted by Core Review committee)

The UAF Core Review & Curricular Affairs Committees moves that transfer students from California be considered to have met UAF's general education requirements if a California Community College certifies a student has completed the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth Requirements. Students will provide official documentation that these requirements have been met. **Approved, but see if can't be incorporated into current changes...**

### 2. Motion: (submitted by Core Review committee) ...*[this would potentially be passed by the faculty senate, but not appear in the catalog]*

To allow UAF colleges and schools to use the board of regents policy on general education (R10.04.040), in place of UAF's core requirements, to create transfer (articulation) agreements for hybrid AAS/AA degrees with community colleges in states other than Alaska. The core review committee, faculty senate president, and the provost must approve these agreements for them to become effective.

**Unanimously approved**

## III. New Business just glanced at but nothing done.....

- A. Use of AA/AS for both core waiver and minor waiver
- B. Grades & how they're described in the catalog
- C. Course compression
- D. E courses

**Committee on the Status of Women**

Minutes Tues, Dec 04, 2012; 2:00-3:00 pm, Gruening 718

Members Present: Derek Sikes, Kayt Sunwood, Jane Weber, Diana Di Stefano, Mary Ehrlander, Amy Barnsley, Megan McPhee, Nilima Hullavarad, Ellen Lopez

Members absent: Shawn Russell, Jenny Liu

**1) Woman Faculty Luncheon:** Carol Gold and Jane Weber will meet with Michael Sfraga re: funding for the Woman's Luncheon. Need a speaker - first meeting in spring. Date is April 26, 2013.

**2) Women Center Advisory Board.** Ellen Lopez and Jane Weber are CSW representatives on this and an introductory meeting has been held. A formal meeting will be held on Friday this week.

**3) Report/follow-up on inquiries to Peer Institutions about faculty/administrative positions focusing on the issues of women faculty:** Equivalent (n=11) and Aspirational (n=9) Peer institutions, as listed on UAF's website, were contacted by Amy Barnsley to ask if they had, or knew of, examples of such a position. 11 institutions responded which Amy compiled into an 8 page document that was distributed to members of CSW. Kayt Sunwood distributed four relevant publications (three by Sharon Bird) about which Kayt wrote: "The Unsettling Universities", Institutional Housekeeping, and Enhancing Departmental Climate documents are materials which should inform the discussion about a position to focus on Women Faculty issues." Mary pointed out that it would be interesting to see if there is a difference between the prevalence of such a position at 'Equivalent' vs 'Aspirational' peer institutions. Four responses (#s 7-10) were from the latter, the other 7 responses were from the former.

To do - CSW will study two apparently good examples found from Amy's survey: (1) The Ohio State - The Women's Place: <http://womensplace.osu.edu/staff.html> and the (2) University of Maine - the Rising Tide Center, an NSF funded program to increase the retention of women faculty and Sharon Bird's publications that Kayt distributed. CSW will read these with the goal of improving the draft rationale for the position that was written by Carol Gold. Mary emphasized that the rationale needs to be supported by UAF data and published findings. CSW needs empirical, not anecdotal, evidence that there are institutional problems that are holding women back at UAF.

The related UAF work life balance survey done by the Faculty Senate that was done in 2005 will be reconsidered by CSW in the spring.

**3) Navigating Difference II Brown Bag report & suggestion/request for Conversation Cafes once or twice per month – perhaps instead of Brown Bags? Let's discuss:** Kayt reported that the Brown Bag was well attended and generated an interesting discussion. Kayt suggested that having a meeting time that is constant will be better for planning. Mary suggested Fridays are good and that having it set for the same time once/twice a month for the next semester would be a great test. The idea of changing the name from Brown Bag to Conversation Cafe was received warmly - "it's a catchier name." Other institutions have had various 'cafes' named eg. Conversation Cafe, Global Cafe, World Cafe etc.

**4) Next Semester Meetings** - Fridays 10:30-11:30 with first meeting Feb 1, then Feb 22, March 22; Promotion and Tenure workshop April 26 10:00-12:00, Jane will reserve the room in Butrovich. We need to think of panelists.

Meeting was adjourned at 3:00; Respectfully Submitted, Derek Sikes

These minutes are archived on the CSW website:

<http://www.uaf.edu/uafgov/faculty-senate/committees/committee-on-the-status-o/>

ATTACHMENT 188/11

UAF Faculty Senate 188, February 4, 2013

Submitted by the Student Academic Development and Achievement Committee

**Student Academic Development and Achievement Committee (SADA)**

**Meeting Minutes for November 15, 2012**

**Attending:** Sandra Wildfeuer, Sarah Stanley, Joe Mason, Cindy Hardy, David Maxwell, Dana Greci

We had a number of members absent, so we limited our meeting to discussion-only items.

**Learning Commons update:** Dana Greci reported that the Learning Commons has made progress with several spaces now available in the library: four study rooms, a larger workshop space on the third floor, and a meeting space on the second floor. These are available on a sign-up basis. The library has asked us to let people know; we would like to see tutors, advisors, and financial aid people using the space for outreach to students.

We suggested that the library throw a party to announce the availability of the space. Dana will relay this suggestion. She also noted that the final piece of putting together a Learning Commons is to create a coordinator position, whose role would be to act as a clearing house of information related to the Learning Commons.

**GERC:** Sandra and Sarah updated us on this committee. The GERC poll results are in—Sarah read them to us. There were 250 respondents. A majority of respondents wanted to keep the number of Gen Ed requirements the same or at the minimum while 30% wanted to reduce the requirements. There is strong support for a more flexible core, for a capstone course, and for determination of learning outcomes to be with departments. The next step for the committee is to look at the comments to see what mandates and what surprises arise from the responses. The committee will send representatives to a statewide meeting on Gen Ed in Anchorage, January 10 and 11.

**Attendance Policy (CAC motion):** We read this and discussed the motion. We wondered how this will be communicated to students.

**Statewide alignment of courses:** This was a follow up to the earlier discussion of the October 19 statewide meeting on alignment of DEVE/ENGL placement and courses. David reported that he had checked with his colleagues in Math and couldn't find evidence that a similar discussion of coordination had happened in math. He noted that the UAF cutoff scores for Math classes are higher than those at UAA. He also noted that the Math Department is not happy with Accuplacer.

We discussed the advantages and difficulties of developing a UAF-specific placement test in math or English. We noted that UW has its own placement test aligned with their statewide HS curriculum, and that colleagues from that institution report that it was a huge effort and took some time to develop. Sarah noted that English and DEVE faculty have been discussing designing a writing placement test, based on a common writing prompt and human scoring. David noted that multiple choice tests work better for math, and that the issue with Accuplacer for Math faculty is that it can't distinguish Calculus 1 and 2 placement. He also noted that Math is looking at the lower-level classes to see if they are doing what the Math department wants to prepare students for higher-level math. He noted that UAF's Accuplacer contract is up in 2014. We considered drafting a motion that UAF not renew Accuplacer contract in 2014. We will revisit this at the next meeting.

**Follow up on discussion with the Provost:** Sandra noted that she recently attended a conference where there had been lots of discussion of reforming the current model of teaching developmental ed. She notes that the model at UAF, particularly in DEVM, is outdated. She noted that she is piloting classes which stress different pathways including math literacy and critical thinking. She is interested in the co-requisite model such as Intermediate Algebra and Precalculus taught together. She recommended bringing Uri Triesman, who is advocating math reform and pathways, to UAF to speak about his model.

We noted several attempts to pilot models to get students to “credit-bearing” classes faster. We also noted that there has been discussion of moving students from AAS degrees to the Bachelors and bridging classes such as ECE math to DEVM 105. David noted the Math Department’s bridging programs to bring students to precalculus and calculus level and the DEVM Fast Track classes to bring students through DEVM classes through a short intensive refresher.

Sarah and Dana G noted that DEVE and English are combining an English 111X class with a DEVE 068 class for students with high DEVE 070 placement. Alex Fitts in General Studies is paying student tuition for the additional 068 credit during the trial period of this model. We also noted that there are no computer lab classrooms in which writing and computer literacy can be taught in the main classroom areas on campus. Sandra noted that IAC is now offering integrated tutoring for their DEVE and DEVM classes and that this is having an impact.

We ended with more discussion on the Learning Commons model.

**Next meeting:** December 13, 3-4:30pm.

ATTACHMENT 188/12

UAF Faculty Senate 188, February 4, 2013

Submitted by the Faculty Development, Assessment and Improvement Committee

**UAF Faculty Development, Assessment and Improvement Committee  
Meeting Minutes of November 28, 2012**

I. Franz Meyer called the meeting to order at 1:03 pm.

II. Roll call:

Present: Mike Castellini, Diane Erickson, Cindy Fabbri, David Fazzino, Andrea Ferrante, Kelly Houlton, Eric Madsen, Trina Mamoon, Franz Meyer, Joy Morrison, Amy Vinlove

Excused: Stephen Brown, Izetta Chambers,

III. Report from Joy

Joy informed us that the faculty development focus for CEM went very well for the month of November and noted that the Dean provided food for yesterday's presentation by Maggie Griscavage, Director of the Office for Grants and Contracts Administration. The presentation was well-attended, but Joy noted that the majority of faculty members attending (indeed for the whole month) were not from CEM. Joy said that Maggie Griscavage will present again in April for CLA. The next faculty development focus month will be in February 2013 for SFOS.

Joy reminded us that the OFD website features a link to the Instructional Design site for UAF eLearning and Distance Education where all UAF faculty members can visit and request 3 hours of free help with instructional design. There are also several kinds of awards given for innovative teaching ideas. Also the next I-Teach training week is the first week of May. Attending faculty members are eligible for a stipend and travel funds for out-of-towners.

Joy also passed out copies of fliers for the OFD New Faculty Mentoring Program for us to take and make available in our respective departments.

Joy reminded us that the ASTE Conference is February 24 – 27 and travel funding grants for UNAC faculty are due to the OFD soon.

IV. Progress on analysis of electronic student evaluation options for UAF

Eric has scheduled a weekly demo for different vendors starting in January (varying times, but all in RASM 502). While the first demo set for 11-21-12 was cancelled at the last minute by the vendor, we still have one scheduled for this Wednesday, 12-5-12, at 1:00 pm in Brooks 108. Eric reminded us to invite our colleagues who may be interested in learning more about electronic student evaluation.

Franz found an interesting report from San Francisco State University that he emailed to our committee a while ago. He said he will re-send it because it has up-to-date information and criteria on choosing an electronic evaluation system.

Mike queried what our committee's responsibility is on reporting our findings: do we report to the Provost or to Faculty Senate? It was determined that we will report to Faculty Senate and they will report to Provost Henrichs.

V. Discussion on a potential inclusion of PostDocs into FDAI activities



Mike related that John Eichelberger wants to separate out the PostDocs into a group so specific, targeted information can be gotten from them. Joy says she has found 48 PostDocs and that so far they have responded positively to the idea, noting again the high response rate to the survey that was sent to them. She has forwarded the results of the survey to John and will talk further with him to determine if there is anything else that FDAI can do. Mike stated that our committee can report back to Faculty Senate what has been done so far.

#### VI. Discussion on access for new faculty to recently awarded grant proposals

Andrea has met with several successful NSF funding grantees and found it very helpful. He got information on how to re-package proposals for further consideration. He also got a couple of names for investigators on campus. Joy specified that Anna Kertulla from the Office of Polar Programs will present on NSF in April to encourage social science programs to submit proposals.

Andrea says he is continuing to look into this and is finding his way around the issue. For instance, he has found a way to get templates online for NSF proposals that have been successful. Joy added that Andrew Gray, Director of the Office of Sponsored Programs, along with his staff, are there to answer faculty questions and to work one-on-one with them.

#### VII. Discussion of a research speed dating session in March

Joy reported that Faye Gallant of the Office of Sponsored Programs gave her the idea for using the speed dating model to help faculty members learn about what research is being conducted across the state and help them connect with others that may be helpful for their own research. Joy passed around a sheet explaining the process in more detail. Faculty members will get the chance to explain their research to another faculty member who will in turn explain their own research as well – all within one or two minutes. Then partners will switch, connecting with more and more researchers during the 60-minute session. OIT will help set up computers so that people can talk face-to-face with researchers who are unable to appear in person. March was selected for setting up one of these sessions because there are no colleges receiving a faculty development focus that month.

#### VIII. Other business

It is with heavy heart that we must bid farewell to committee member Diane Erickson as she will be leaving UAF after the current semester to take up her new positions of Director of Academic Affairs and Assistant Campus Director at Mat-Su College. We greatly appreciate her time and expertise on our committee and all the work she has done, and we wish her the best as she moves closer to home.

Our meeting times for spring 2013 will be determined via a Doodle poll that Franz will send out.

#### IX. Upcoming events:

- a. Faculty Senate meeting: Monday, 12-3-12 (Franz will be out of town and unable to attend).

#### X. Adjourned at 1:54 pm.

Respectfully submitted by Kelly Houlton.

ATTACHMENT 188/13

UAF Faculty Senate 188, February 4, 2013

Submitted by the Graduate Academic and Advisory Committee

**Graduate Academic and Advisory Committee  
Meeting Minutes for November 12, 2012**

Attending: Donie Bret-Harte, John Yarie, Cheng-fu Chen, Laura Bender, John Eichelberger, Vince Cee (by phone), Mike Daku, Elizabeth Nadin (by phone), Franz Mueter (by phone), Lara Horstmann (by phone), Chung-sang Ng, Tim Bartholemaus, and invited guests James Bicigo and Karen Gustafson from the Music Department.

I. Minutes from the last GAAC meeting were approved.

II. Discussion with Karen Gustafson and James Bicigo. James and Karen wished to express their concerns to us about the upcoming proposal to institute a Master's of Music in Performance degree, and drop the existing Master's of Arts in Music degree program. There was much productive discussion. James and Karen thanked us for our time and attention. Lara Horstmann suggested that we also invite the Chair of the Music Department to speak to us about his perspective on this proposal. Vince will provide contact information. We will hear from the Chair at a future meeting.

III. GAAC reviewed and passed 1) a resolution reaffirming the requirement that both Master's theses and Master's projects should be archived by the Rasmuson Library and 2) a motion to change the UAF Catalog wording to state that students must maintain enrollment during the semester that they graduate.

IV. GAAC reviewed and passed the following courses:

2-Trial NRM F694 - Terrestrial Carbon Management

11-GNC New course: MSL F632 - Oceanographic Data Analysis and Visualization

25-GNC New course CHEM F671 - Receptor Pharmacology

In addition, we learned that the Anthropology Department would still like to proceed with 41-GNC New course ANTH F659 - Language and Prehistory being taught by a different instructor. They will make the requested changes (but these have not been received yet).

We discussed the ED program and course changes. It is a bit confusing, because the program change depends on the course changes, and these were being reviewed by different groups of people. We will reassign, so that the people who review the program changes also review the relevant courses. Tim and Vince agreed to do the M.Ed in Elementary Education. Elisabeth and Mike agreed to deal with the M.Ed. – concentration areas of language and literacy, cross-cultural education, and secondary education. Donie will revise the table of Assignments. We will also invite someone from the Education Department to explain the course changes and program modifications.

V. We ran out of time before completing all of the new assignments. Donie will send the table of assignments around again, with some of the gaps filled in.