

MINUTES
 UAF FACULTY SENATE MEETING #69
 MONDAY, FEBRUARY 10, 1997
 WOOD CENTER BALLROOM

I The meeting was called to order by President Lynch at 1:35 p.m.

A. ROLL CALL

MEMBERS PRESENT:

Bandopadhyay, S.
 Barnhardt, C. (M. Jennings)
 Beget, J.
 Boone, R.
 Braddock, J.
 Cooper, B.
 Craven, J.
 Curda, L.
 Fast, P.
 Gavlak, R.
 Lynch, D.
 Maginnis, T.
 McBeath, G.
 McFadden, T.
 McLean-Nelson, D.
 Mortensen, B.
 Nance, K.
 Nielsen, H. (L. Duffy)
 Perkins, M.
 Pippenger, M. (K. Abramowicz)
 RaLonde, R
 Reynolds, J.
 Ruess, D.
 Schweitzer, P.
 Seifert, R.
 Spell, D. (M. Tumeo)
 Swazo, N.
 Wade, C. (J. Allen)
 Walworth, J.
 Weber, J.

MEMBERS ABSENT:

Barry, R.
 Creed, J.
 Finney, B.
 Kelley, J.
 Robinson, T.
 Schatz, M.

OTHERS PRESENT:

Brown, J.
 Campbell, J.
 Croskrey, W.
 Ducharme, J.
 Gabrielli, R.
 Gregory, G.
 Johnson, F.
 Keating, J.
 Layral, S.
 Martin, W.
 Wadlow, J.

NON-VOTING MEMBERS PRESENT:

Hedahl, G. - Dean, CLA
 Tremarello, A - Registrar

NON-VOTING MEMBERS ABSENT:

Alexander, V. - Dean, SFOS
 Wheeler, C. - President, ASUAF
 Pierce, R. - President, UAFSC
 1 graduate student

B. The minutes to Meeting #68 (December 9, 1996) were approved as distributed via e-mail.

C. The agenda was approved as amended with the addition of two resolutions as the first order of business.

RESOLUTION PASSED (unanimous)

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BE IT RESOLVED THAT, The UAF Faculty Senate expresses its most sincere condolences to the family and friends of our most distinguished colleague, Professor Linda Ellanna. Her untimely

passing has left a sorrowful void both in our hearts and on our campus. She will be remembered for many, many years by both faculty and students.

BE IT RESOLVED THAT, The UAF Faculty Senate extends its most sincere condolences to the family and friends of Professor Jack Distad. Jack's many years of distinguished service to the University, his unavailing support of mathematical instruction, and his participation in all aspects of University life will long be remembered.

BE IT RESOLVED THAT, The UAF Faculty Senate expresses its wish that our distinguished colleague, Professor Carol Gold, enjoy a most rapid and speedy recovery from her unfortunate accident. Get well Carol: we miss you.

MOTION PASSED (unanimous)

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The UAF Faculty Senate moves to approve the resolution of appreciation forwarded by the University-wide Promotion and Tenure Committee.

RESOLUTION OF APPRECIATION
FOR
JOHN KELLER

WHEREAS, Dr. John Keller has served with distinction as a member of the University-wide Promotion and Tenure Committee for three years; and

WHEREAS, Dr. John Keller has served with special distinction as the committee's chair for two eventful years; and

WHEREAS, Dr. John Keller has always handled his chairperson duties with fairness, calmness, integrity and concern for both the candidate and the quality of the academy; and

WHEREAS, the committee appreciates his special talents in time management, committee organization, and communication; and

WHEREAS, Dr. John Keller will retire from the committee after the spring semester 1997; now

THEREFORE BE IT RESOLVED, That the University-wide Promotion and Tenure Committee express its profound gratitude to Dr. John Keller for a job well done.

BE IT FURTHER RESOLVED, That the committee express its appreciation for his gentle urgings with respect to citation analysis, bibliographic annotation, peer evaluation of instruction, and other measures of faculty excellence.

BE IT FINALLY RESOLVED, That copies of this resolution be spread upon the minutes of this meeting, provided to Dr. John Keller and forwarded to the UAF Faculty Senate.

Done at Fairbanks, Alaska

February 7, 1997

Witnessed by the following non-Keller members of the committee:

Scott Huang, Mariam Karlsson, Debendra Das, Sheryl Stanek, T. Harikumar, Walter Benesch, F. Lawrence Bennett, Dauna Browne

II Status of Chancellor's Office Actions

- A. Motions approved:
1. Motion to approve new programs in Health Technology.
 2. Motion to approve new Certificate in Applied Business.
 3. Motion on changes to the policies on "W", "I", and "NB".
- B. Motions pending: none

III Comments from Chancellor Wadlow -

Wadlow spoke on the highlights of the workshops held January 27 and 28. Her written summary was distributed to the Faculty Senate and to department heads. Wadlow appreciated this distribution as communication was one of the subjects discussed at the workshops. Wadlow found the two days to be extremely valuable. The overarching theme was to encourage everyone to think about different ways of doing what we want to do and accomplish at UAF. Thinking of change is very constructive and positive and will enable us to maintain the quality we have build over the past 80 years and that we wish to maintain in everything that we do. We will need to change in order to accomplish this. A very significant portion of each day was spent on enrollment issues. Both in terms of recruiting more students and keeping the students once they arrive. Also discussed was the financial impact of drops in tuition revenue. This is a very serious issue for any university including UAF. One of the most promising things about the analysis of our potential pool of students is one which everyone can influence. About 53% of UAF students come from the Fairbanks area. So if we all make enrollment everybody's business, we can have an enormous impact in a very easy way right here in the interior where we get more than 50% of our students. We have a lot of work to do on other fronts including throughout Alaska, specifically in Anchorage. One way that we can help is simply by talking about the opportunities, the distinctive contributions to an undergraduate education that UAF can offer. We are a major research university that is also small, so we offer the advantages of both.

There is good news on the current enrollment trends. We have turned the corner and stopped the downward trend on several fronts. That has only been accomplished by the help of faculty, staff and students.

In addition to talking about what we need to do to get more students, we also emphasize the importance of providing adequate and friendly services to students once they arrive. Dana Thomas participated in the discussion both days. He described the number of the bureaucratic barriers to keep students from succeeding academically that have been removed. Fewer signatures, shorter lines, letting them know were to go with signs. Also discussed was what is on the agenda for additional improvements including expansion of our open computer lab facilities, so that students will be served better. Afternoons were spent on issues that related to the financial challenges that we continue to face though out the whole University, and specifically at UAF. What the Chancellor wanted to hear was a set of creative ideas as to how UAF can

approach what we know is ahead of us. The best case scenario for next fiscal year is beginning July 1, 1997 we expect the minimum shortfall to be \$4.1 million. This assumes that we will have no additional cuts from the legislature. It assumes that we will have no further losses in tuition revenue like we have had this year. It also assumes that we will make our target for the year in program assessment. Not all of that is going to happen. The worst case scenario is a \$7.1 million shortfall. This will take into account such things as a severe lose in tuition revenue, a further cut from the legislature such as under funding of salary increases, and another presidential reallocation program. And it would take into account that we may not realize everything that we have anticipated from program assessment. So the range is \$4.1-\$7.1 million. The Chancellor emphasized that she would like to see an integrated approach in order to make the best choices for UAF. The major tool that we have is the use of salary savings from the positions vacated through RIP. In addition, salary savings from other vacancies can be used. There is a disproportionate number of RIP positions in certain areas of the university, primarily in SFOS, ACE and Engineering. Looking at the entire pool of vacancies will give us more flexibility to make better decisions for UAF. The Chancellor has issued a memo indicating that all vacancies from now on will be subject to review. How we fill vacancies and what we do with the salary savings will be one big tool at our disposal. The RIP was described in the legislature as an alternative to layoffs wherever possible.

Another tool at our disposal is a tax on units. A third tool is to require the different parts of the university to fund the salary increases. If we talk about how we are going to use the salary savings we have a big constraint. For the RIP positions we have to be sure that we have savings in each position. The general approach will be to fill any position vacated by RIP using the formula that was sent to the state. We have the issue of what percentage of the salary savings should be used to help meet the shortfall--50%, 75%, 25%. If we fill 75% of the positions then it means that the tax on units will be higher. What UAF will be doing will probably be a combination of the three--using a percentage of the RIP savings, asking units to absorb the cost of salary increases, and having a relatively small unit tax. A combination will take into account the various needs and the diversity that exists across the campus and remote sites. The way the memo is worded which summarizes the workshop is important and is the Chancellor's guideline. That is, the continuing issue that we faces is how do we reallocate internally through a process that will enable UAF to make the best decisions for the university, while also meeting the statutory requirements of administering the RIP program. We want to be sure that we maintain the quality we built over 80 years and have quality in everything we continue to do.

The workshop also reviewed a way of measuring quality at UAF (Handout--Working Paper 4). The Chancellor intends to share this document with the Regents, so that we can get beyond measuring productivity simply by the Delaware Study. This is another option. All the items talk about ways to see how well we are doing and things that are important of us at UAF. The Chancellor also feels that these are important measures of quality for any university.

Don Lynch pointed out that the functions of the American university have changed dramatically since 1948 and that only the last two items would have appeared in a similar list in 1948.

There is good news on the current enrollment trends. We have turned the corner and stopped the downward trend on several fronts. That has only been accomplished by the help of faculty, staff and students.

Comments from Provost, Jack Keating -

Keating indicated that there is good news on enrollment. We have eight more students enrolled now than this time last year, although not the same number of credit hours. This week's applicants are up from last year. The discussion at the workshops emphasized how much tuition really means to us. It was most graphically demonstrated when you can say 200 students means \$440,000. That is not trivial. This source of revenue is important to us. We want the quality of the institution to be maintained. We should be able to present ourselves as the best potential education in the state given the quality and same tuition as other MAU's. It is important to have students enrolled.

The Provost has sent out a memo regarding the removal from the catalog courses that have not been taught in the previous five years on this campus. Keating did that in accord with the Northwest Accreditation ethic standard of truth in advertising. If a student came to UAF within five years they should expect to see the courses that are in the catalog offered to them. If there are any courses that were erroneously removed or you are planning to offer in the next three years, simply make a note of that through the dean to the Provost's office and they will be replaced in the catalog. Include when the courses were last offered and when you plan to offer the course in the future.

The Usibelli Awards competition is ongoing. The deadline for nominations is February 28th. This is an exceptional award. The monetary award value other universities offer is usually one-third to one-fourth of the \$10,000 that the Usibelli Award represents. We look for participation from the campus community for recommendations.

Jerry McBeath asked for clarification on the amount of salary savings. The Chancellor indicated it would depend on how many positions were filled. This semester no positions were filled and it resulted in a salary savings of \$600,000-700,000. That amount will help UAF cover this year's cost of the president's reallocation fund. Keating indicated there are two things to look at. One is the salary saving, which is the differential of hiring someone at the incoming level to what the person retiring was receiving, and the position itself. We do not have plans on how many positions to fill.

IV Guest Speaker - Ann Tremarello, University Registrar

Ann Tremarello provided a review of where the university is in respect to the Banner Student Information System. The biggest obstacle to anyone using Banner is to have the right equipment. When the Banner system is fully functional in the fall the system will be upgraded to a windows environment. Anyone using the Banner system will be required to complete ³navigation² training. There will be a mock registration on February 18 & 20. This will give them information on what is need to go live on March 31 with the priority registration for the fall semester. More information is required for Banner. This was evident from the proposed course offering form that was sent out to build the fall semester schedule. They asked for more information about the courses because there are more feature in Banner that can be used. They will be finishing the spring semester on SIS. There will be no academic history on Banner for priority registration. Academic history will be converted some time this summer. Registration for Summer Session will be on Banner beginning April 14.

Ann distributed a copy of the mock registration plan which showed what they planned to test, the preparation, scope of the project. They will be testing all the conditions and all the features of Banner. Telephone registration is not up at the present time. So what are we getting out of Banner? There are some really good features and faculty will appreciate them. If you have cross-listed courses it will keep an accumulated total number of students. The system will also include some restrictions. English 211/213 has a restriction that the student must be at the sophomore level or higher to take the course. Banner will allow that kind of restriction. It will also allow a restriction into a course by major or by college. It will link courses, where lecture sections can be tied together with a lab section. Co-requisite courses can be linked together. You can set a limit on the number of students on a waitlist. With the open registration, the Banner system will be able to reserve seats in classes by level, major, or class. If we want to hold a number of reserve seats for fall freshman, we will be able to do that. This is an integrated system with all MAU's. In order to differentiate the courses a letter had to be put in front of the course number. All UAF course numbers will now have a F in front of the number. This includes the branch campuses as well. There is a good search feature. Banner is very complex with lots of details and features. The SIS reports will disappear, however, a browser will be available.

V Governance Reports

A. ASUAF - C. Wheeler

No report was available.

B. Staff Council - R. Pierce

No report was available.

C. President's Report - D. Lynch

A written report was included with the agenda. Don indicated that he, John Craven and Michael Jennings will be in Juneau for the Faculty Alliance meeting and the Board of Regents meeting, February 12-14, 1997.

D. President-Elect's Report - J. Craven

A report was included in the agenda which emphasizes the Faculty Development Institute proposal made by the Faculty Alliance. The Governance Coordinating Committee discussed the Health Issues Committee and voted not to disband it. The following report was distributed as a handout.

REPORT TO THE UAF FACULTY SENATE MEETING OF FEBRUARY 10TH,
1997 - Pres. Elect John D. Craven

Comments on the Chancellor's Workshop on Enrollment and Budget,
January 27-28, 1997

By now you have all received a copy of the chancellor's "Highlights of the Workshop", so the only thing Tara and I can do today is to perhaps provide our own unique perspectives as governance representatives and to answer any questions you may have. We have the added

benefit of the chancellor's presence, so you are certain to get the correct answers. The title of the workshop defines the two areas of concern: enrollment and the budget.

With regard to enrollment, it has not been growing and we must do something about it. To be more specific, the numbers for the main campus and TVC in the 1994-7 period are 6320, 6066, 5738 and 5742 students. Is the latest number a cause for encouragement or a statistical fluctuation? It is too soon to tell. The budget numbers are moving in the same direction; down. We will survive this year, but next year's budget shortfall is now estimated to be somewhere between \$4.125 and \$7.125 Million. Two scenarios put forth for discussion to solve the FY 1998 problem are based on taxing units and not replacing some percentage of the RIP positions. For example, not using any of the RIP replacement pool funds just solves next year's problem at the low end, but requires a ~3% tax as well to make the high-end number. And then there is next year, and....

Those were the challenges before the members of the two workshops, and the ideas derived from the workshop are compactly summarized in the chancellor's summary. There aren't any dollars associated with these ideas, however. They are the skeleton upon which to build a plan. A few observations and comments of my own that derive from the discussions at the workshop are provided below.

Enrollment

Faculty members must be visible active participants in UAF's quest for increased enrollments. Where do we best fit in? My first guess is on the telephone talking to prospective students, meeting with students when they visiting the campus, and by working high schools and the community. How do we do this? I have to admit that I have very few clues, for I have not participated in the past, but there are many of you and many in the administration and on the staff who do and who would welcome the help. They have many of the mechanisms in place. This is something all faculty members can help with, and my question to those of us in the senate is how do we help most effectively.

I ask members of the administrative committee to meet in a special session for the purpose of answering the earlier question: "How do we do this", and then come back to the senate and then to the faculty. This is not meant to organize some vast, brief spasm of help, but to help provide a steady stream of faculty members over a longer period and to help make the faculty's student recruiting effort an institution within UAF. This must not be a work issue, it is a survival issue for each of us, the university and the community.

There is the old, over used story of the teacher on the first day of class asking all the students to look at those on their left and right and then quoting some statistics about how many students will not be there next semester. Look around this room and think the same if a worst case scenario should come to pass year after year. Think about the numbers: 100 students means about \$220,000 in tuition income. You know what your salary is, so add benefits and divide to get the number of faculty salaries those students can pay for. Those dollars can be used for RIP'ed positions that may be on the cutting block. And don't forget the other money students spread around: board and room, books, entertainment, etc.

How this Looks to the Community.

Program assessment was intended to yield a thoughtful internal look at ourselves beginning at the unit level. We all have different perceptions and opinions as to how well that did or did not work. Clearly the savings are not all there, due in no small part to the

legislature not following our game plan. What did happen took many months and while it was going on the news stories just kept coming out. View it from outside UAF as a resident of the community with a child ready to enroll in a university. How would you react? How would the prospective UAF student react? How did the UAF students feel when they went home for the summer? The chancellor has fired the starting gun with the workshop, and even now the newspaper stories are beginning. This time UAF must act swiftly to map our solution to the fiscal difficulties while we work on the other fronts to improve our position. The planning in progress must come to a conclusion swiftly to give us time to gain students' and potential students' confidence before the end of the semester and before most students have made their choices for next year.

Adjunct professors

The administrative arm of UAF contains many who do not appear to have spent a day in front of a serious classroom, but I found them to be quite comfortable with an increase in the number of adjunct professors and a reduction in full-time faculty. After all, the only difference is the salary, right? You will never hear it suggested that we create adjunct administrators. Hire for the job and out in the spring!

The language of management

With due respect to our colleagues in the School of Management, I wish we as faculty would refuse to use the new speak of university management, including "production", "product" and "customer", to name some of the more odious terms. They are demeaning to education and further the cause of reducing faculty to assembly line robots in the industrial age. If we are going to talk about outcomes and satisfaction, let's also talk about student attendance.

Let's do our part

The deans and directors have provided their comments. Now it is time for the faculty to be heard. The chancellor has worked quickly to summarize the results of the workshop. Let's absorb the material and press forward with our own insights. Silence will be deafening and complaining will give the newspaper fodder for the front page. On the other hand, constructive criticism, suggestions, and insight are the stuff of which we claim special skills.

E. Report on Chancellor's Workshop

John Craven's comments on the Chancellor's Workshop are included in his comments. Tara Maginnis also attended the workshop. She indicated there was a phone survey of students that did not enroll in spring semester. There are three reasons students give for dropping out: personal; financial, and family reasons. UAF has an image problem and one approach is to recruit student by indicating that UAF is a fun place to go to school.

F. Report on the AAHE Conference

Norm Swazo's report on the AAHE conference is included in his Faculty Affairs Committee report. Material from these workshops and sessions are available for review in the Governance Office. Rich Seifert indicated that it was a good barometer to figure out where UAF is in all aspects of faculty life. UAF is in the middle of the pack. Kara Nance said she would give a summary under her Service Committee report.

VI Public Comments/Questions - none

Before the break Don ask each of the rural site faculty to introduce themselves and tell who they are, where they are from, and what they do.

VII New Business

A. Motion to amend the Transfer of Credit Policy, submitted by Curricular Affairs.

Maynard introduced the motion and indicated that it was written to put UAF into compliance with BOR policy. Keating indicated that a student's whole transcript would transfer from one MAU to another. The motion passed unanimously.

MOTION PASSED (unanimous)

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The UAF Faculty Senate moves to amend the Transfer of Credit Policy as listed in the UAF 1996-97 catalog, page 11 as follows:

(()) = Deletions
CAPS = Additions

Transfer of Credit

3. COLLEGE LEVEL ACADEMIC CREDITS EARNED BY A STUDENT AT ANY MAU WITHIN THE UNIVERSITY OF ALASKA WILL BE TRANSFERRED TO UAF, SUBJECT TO APPLICABILITY TOWARD DEGREE REQUIREMENTS AND MEASURES OF ACADEMIC PERFORMANCE AS DELINEATED BY THE APPROPRIATE COLLEGE AND DEPARTMENT.

Undergraduate credits earned at the 100-level or above with a grade of "C" or higher at institutions outside of the UA system, and accredited by one of the six regional accrediting agencies, will be considered for transfer. Transfer credit normally isn't granted for courses with doctrinal religious content or for graduate courses (for undergraduate programs). ((Credit is not transferred for advanced placement credit or credit by examination awarded by another institution.))

EFFECTIVE: FALL 1997

RATIONALE: This means that a UA transfer student would be able to transfer to UAF any UA course having a grade of "D" or better; and that course would transfer to a College or Department as long as there was not conflicting College or Department criteria.

This change brings UAF in accord with Regents' Policy and University Regulation:

P10.04.06 A.3.

3. A student who has completed some of the general education requirements at one University of Alaska university or community college will have those credits count toward fulfillment of the same categories of general education requirements outlined in the common core at all University of Alaska universities and community colleges. This applies even if there is no directly matching coursework at the institution to which the student transfers. This

statement will be published in each university and community college catalog.

R10.04.06

Transfer of Credit

In accepting credits from accredited colleges and universities, maximum recognition of courses satisfactorily completed will be granted to transfer students toward satisfying requirements at the receiving institution. Coursework must be at the 100 level or above to transfer and, from institutions outside the University of Alaska, must be completed with a grade of C or better. A student's entire transcript from any MAU within the University of Alaska will be transferred to another MAU, subject to applicability toward degree requirements and measures of academic performance as established elsewhere in Regents' Policy, University regulation, and the rules and procedures of the MAU from which the student is to receive a degree or certificate.

B. Motion on courses considered for CORE designation must include a plan for its effectiveness evaluation, submitted by Core Review

Jin Brown spoke on the motion. Any new courses added to the Core will be asked to anticipate the assessment process and include plans for evaluation. The motion passed unanimously.

MOTION PASSED (unanimous)

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The UAF Faculty Senate moves to approve the Core Review Committee recommendation that any course proffered for consideration of CORE designation must include, in its description, a careful and complete plan for its effectiveness evaluation. Plans for effectiveness evaluation should be consonant with effectiveness evaluation plans for other courses which fulfill the same CORE requirement.

Departments offering courses for CORE designation during the period in which effectiveness evaluation plans are being initiated, and which are accepted for CORE designation by the Core Review Committee, will join with the other departments offering that CORE option in planning effectiveness evaluation.

This motion does not include courses submitted for "W" or "O" designation.

EFFECTIVE: Fall 1997

RATIONALE: The Core Review Committee is charged with determining which courses shall be included in the CORE curriculum, and has been appointed oversight of the Educational Effectiveness Evaluation of the CORE Curriculum

The Core Review Committee believes that the Effectiveness Evaluation process will become a permanent aspect of the committee's responsibility and in regard to the future, do not want subsequent Core

Review Committees to have to reinvent the wheel. The committee feels that the faculty SHOULD begin to perceive both the CORE and their participation in the CORE in regard to the Effectiveness Evaluation process; to share, if you will, the commitment to Evaluation to which the University is committed.

C. Motion to amend the Academic Review Cycle to include a spring review, submitted by Graduate Curricular Affairs/Curriculum Review

Jerry McBeath indicated that the Curriculum Review Committee exists for the purpose of undergraduate academic course and program review. Mark Tumeo indicated that the Graduate Curricular Affairs reviews the graduate level requests. Mark said the addition of a spring review cycle will be beneficial to new faculty and will give department more time to review their courses. Jerry McBeath spoke about the deadline date, his committee was split between wanting a February or March deadline. He indicated that they could live with either, as long as the changes would be effective in the fall. The motion passed unanimously.

MOTION PASSED (unanimous)

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The UAF Faculty Senate moves to amend the Policy on Approval of Academic Changes to include a spring review cycle deadline in March. The spring review cycle will include academic and course changes that do not require UAF Faculty Senate and Board of Regents approval. Changes in the spring review cycle will be approved effective the following Fall, however, they may not be included in the course catalog.

EFFECTIVE: Immediately
Upon Approval of the Chancellor

RATIONALE: Once a year in the fall the Graduate Curricular Affairs Committee and the Curriculum Review Committees review numerous requests for course changes. Currently, this is the only opportunity for programs to enact changes in their degree program, add, drop or modify courses. The current deadline requires all suggestions to be drawn up and submitted relatively early in the academic year. This may not be sufficient time for faculty to complete the required paperwork and to sufficiently consider all the potential ramifications of a change. In addition, new faculty are often at a severe disadvantage if they wish to introduce a new course. Currently, if the fall deadline is missed, the action must wait an entire academic year before being considered, thereby delaying any changes for almost two years from the time the idea originated.

By adding an additional review cycle in the spring, programs will be able to react more efficiently to changes, address administrative concerns more completely, and have an opportunity to optimize their program in a less hectic manner.

D. Motion to amend the UAF Regulations for the Evaluation of Faculty to add a new paragraph, submitted by University-wide Promotion & Tenure

John Keller stated that there was concern about access to the files at the various stages of review. His committee felt that an addition to the regulation concerning the confidentiality of the files would alleviate any problems. There was discussion about staff who work with the files not being included in the list. An amendment adding "including staff as designated at the level of review" passed. The motion then passed unanimously.

MOTION PASSED AS AMENDED (unanimous)
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The UAF Faculty Senate moves to amend the UAF Regulations for the Evaluation of Faculty: Initial Appointment, Annual Review, Reappointment, Promotion, Tenure, and Sabbatical Leave, Article IV.B.2. with the additional of a fifth paragraph.

IV. CONSIDERATION OF FACULTY FOR PROMOTION AND TENURE

B. Faculty with Academic Rank

2. (add paragraph 5)

ACCESS TO THE CANDIDATE'S FILE WILL BE LIMITED TO THE CANDIDATE AND, DURING THE OFFICIAL REVIEW PERIODS ESTABLISHED BY THE PROVOST, THE APPROPRIATE PERSONNEL AT EACH REVIEW LEVEL (DEPARTMENT HEAD, PEER COMMITTEE, DEAN AND/OR DIRECTOR, UNIVERSITY-WIDE PROMOTION AND TENURE COMMITTEE, PROVOST, AND CHANCELLOR, INCLUDING STAFF AS DESIGNATED AT THE LEVEL OF REVIEW).

EFFECTIVE: Immediately
Upon Chancellor Approval

RATIONALE: This paragraph makes explicit current policy in most of the University. Currently there is no statement of this policy in UAF Regulations, which has led to some confusion regarding this issue. On the other hand, if the file is not a confidential dossier, then perhaps is it a public document? In any case, access to these files should be well defined in University Regulations. The large majority of the University-wide Promotion and Tenure Committee (by a 9 to 1 vote) agreed with the above confidentiality policy.

E. Motion to amend Section 3 (ARTICLE V: Committees) of the Bylaws, submitted by Administrative Committee

John Craven reviewed the changes to the bylaws and indicated that other changes are still being worked on. John proposed some housekeeping changes to the motion including the wording on the Developmental Studies Committee dealing with department names. An amendment to clarify membership on the Graduate Curricular Affairs Committee was also proposed. The amendments passed. Don spoke about the combination of the Faculty Affairs and Scholarly Activities Committees. The motion passed unanimously.

MOTION PASSED AS AMENDED (unanimous)

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The UAF Faculty Senate moves to amend Section 3 (ARTICLE V: Committees) of the Bylaws as follows:

(()) = Deletion

CAPS = Addition

A. An Administrative Committee will be composed of the chairpersons of all standing SENATE COMMITTEES and OF ALL permanent Senate Committees EXCEPT THE UNIVERSITY-WIDE PROMOTION AND TENURE COMMITTEE AND THE COMMITTEE TO NOMINATE COMMENCEMENT SPEAKER AND HONORARY DEGREE RECIPIENTS.

B. Membership on standing and permanent committees will be for two years EXCEPT AS NOTED BELOW with the possibility of RE-APPOINTMENT ((reelection and will be appointed by the Administrative Committee)). THE INITIAL APPOINTMENT OR RE-APPOINTMENT IS MADE BY THE ADMINISTRATIVE COMMITTEE OR AS SPECIFIED IN THE DEFINITION OF A PERMANENT COMMITTEE and ((endorsed)) 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. Standing committees will be constituted entirely of Senate members. Permanent committees can be constituted without Senate members.

D. 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.

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

STANDING

1. The Curricular Affairs Committee will deal with curricular and academic policy changes on all levels except the graduate level.
2. ((The Scholarly Activities Committee will deal with policies concerning research and creative activity.))
- ((3.)) The Faculty AND SCHOLARLY Affairs Committee will deal with policies related to workload, appointment, termination, promotion, tenure, sabbatical leave, ((and)) academic freedom, RESEARCH AND CREATIVE ACTIVITY.
- 3((4)). The Graduate Curricular Affairs Committee will include five SENATE members and will be responsible for the review and approval of graduate courses, curriculum and graduate degree requirements, and other academic matters related to instruction and mentoring of graduate students. The Dean of the Graduate school, and the Directors of the Library, and ((Admissions and Records)) UNIVERSITY REGISTRAR and one graduate student, are non-voting ex-officio members.

PERMANENT

1. The University-Wide Promotion and Tenure Committee will be one member from each school and college. TERMS OF SERVICE ON THE COMMITTEE WILL BE THREE YEARS. Members of this committee must hold tenured senior level appointment at UAF. This committee will review candidate files for promotion and/or tenure and will recommend for or against the promotion and/or tenure of each candidate who presents a file for consideration by the committee.

2. The Service Committee will be 7 members who represent the academic community and the general public, with not less than two members being non-university employees. The chair must be a faculty member. ((Members' terms will be staggered to provide continuity.)) This committee will deal with policies relating to the service mission of the university and its faculty.

3. The Graduate School Advisory Committee will include three full-time faculty members appointed by the Senate President, three full-time faculty members appointed by the Provost, and one graduate student selected by the Provost from nominations submitted by the graduate faculty and student senate. The graduate student must have completed a minimum of one full year of attendance at UAF. Each department with a graduate program is limited to no more than one member. The Dean of the Graduate School and the President of the Faculty Senate are ex-officio non-voting members. The Dean of the Graduate School will convene regular meetings, and must convene additional meetings if requested by two members of the committee. The committee will advise the Dean of the Graduate School and the Provost on administrative matters pertinent to the operation and growth of graduate studies at UAF, including financial and tax-related issues and dealings with other universities. All recommendations regarding curricular matters will go to the Graduate Curricular Affairs Committee and the Faculty Senate for approval.

4. The Developmental Studies Committee will include one representative from each of the following units: Northwest Campus, Chukchi Campus, Kuskokwim Campus, Bristol Bay Campus, Interior-Aleutians Campus; the ((College of Natural Sciences)) COLLEGE OF SCIENCE, ENGINEERING AND MATHEMATICS--SCIENCE DEPARTMENT (BIOLOGY, CHEMISTRY, GEOLOGY, OR PHYSICS), AND MATHEMATICS DEPARTMENT; the COLLEGE OF LIBERAL ARTS--English DEPARTMENT, ((Mathematical Sciences)), STUDENT SUPPORT SERVICES PROGRAM, and Cross Cultural Communications Department; the Developmental Studies Division of the College of Rural Alaska; Rural Student Services; and the Advising Center; and two representatives from the Tanana Valley Campus.

The Developmental Studies Committee shall consider policies concerning developmental education: programs, courses, instructional development, evaluation, and assessment. This committee will function as a curriculum council review committee for all developmental studies courses. Discipline based developmental courses will be reviewed by the appropriate college curriculum council before submission to this committee for review and coordination.

5. The Faculty Development, Assessment and Improvement Committee will be composed of faculty members and the Director of Faculty Development. This committee will deal with faculty and instructional development and evaluation.
6. The Committee to Nominate Commencement Speaker and Honorary Degree Recipients will nominate commencement speakers and candidates for honorary degrees.
7. The Legislative and Fiscal Affairs Committee will follow legislative and fiscal issues which may impact faculty concerns at the university and will act as a faculty advocate with legislators and candidates.
8. The Faculty Appeals and Oversight Committee shall be composed of two tenured faculty members, elected from each college/school and confirmed by the Faculty Senate. ((who shall serve for a two year term. Members' terms will be staggered to provide continuity.)) This committee will function as an appeal body for issues of faculty prerogative, oversee evaluation of academic administrators, and make recommendations to the Provost or Chancellor.

Committee members shall constitute a hearing panel pool to serve as needed on grievance hearing panels.

A promotion/tenure appeals subcommittee composed of five tenured faculty will hear all promotion and/or tenure reconsideration requests and report its findings to the Chancellor according to University of Alaska Fairbanks Regulations, Section IV,B,4.

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.

EFFECTIVE: Immediately
Upon Chancellor's Approval

RATIONALE:

A. The work of the University-wide Promotion and Tenure Committee and the Committee to Nominate Commencement Speakers and Honorary Degree Recipients is more seasonal than routine and the work is done largely in executive session for which there can be no

public report. Hence the chairs are much less involved in the routine work of the Senate.

B. These changes apply the length and staggering of appointments uniformly to all committees and provide the mechanism for creating staggered committee appointments.

E. STANDING, 2 & 3 Scholarly Affairs has done nothing for three years, yet its reason for being may have some importance. By combining the two committees, such matters as may perhaps come up in the future which would normally be considered by Scholarly Affairs could be handled by the combined Faculty and Scholarly Affairs.

E. PERMANENT, 4. Changes in the college structure and realignment of departments delivering developmental courses require the name changes and the inclusion of another program.

H. It is difficult to proceed with a proper discussion of a motion submitted to the Senate if the committee chair is not there to provide information on the committee's deliberation.

F. Motion to approve the 1997-98 Faculty Senate meeting calendar, submitted by Administrative Committee

Don indicated that this calendar represents an attempt to coordinate the Senate meetings with the Faculty Alliance meetings and the Board of Regents' meetings. The first meeting of the year will be earlier than in the past. Linda Curda noted that the last meeting of the year and the first meeting were both audio and it is very beneficial for the rural Senators to meet face-to-face. The current schedule means that new Senate members would not meet face-to-face for three meetings. A motion was proposed to make the last meeting of the year face-to-face for new rural Senators. The motion passed, as well as the calendar with an amendment to change the audioconference meetings.

MOTION PASSED
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The UAF Faculty Senate moves to conduct the first half of the last meeting of each year by audioconference and conduct the second half of the meeting face-to-face.

EFFECTIVE: Immediately

RATIONALE: The first half of the meeting is conducted by the outgoing Senate and the second half is conducted by the new Senate. Holding the meeting in such a manner will reduce the cost of travel for units with outgoing members and still allow new members to meet face-to-face.

MOTION PASSED AS AMENDED (unanimous)
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The UAF Faculty Senate moves to adopt the following calendar for

its 1997-98 meetings:

EFFECTIVE: Immediately

RATIONALE: Meeting have to be scheduled and the Wood Center Ballroom reserved well in advance.

UAF FACULTY SENATE

1997-98
Calendar of Meetings

Mtg. #	Date	Day	Time	Type
73	9/15/97	Monday	1:30 p.m	audioconference
74	10/13/97	Monday	1:30 p.m	face-to-face
75	11/10/97	Monday	1:30 p.m	audioconference
76	12/8/97	Monday	1:30 p.m	face-to-face
77	2/9/98	Monday	1:30 p.m	face-to-face
78	3/9/98	Monday	1:30 p.m	audioconference
79	4/6/98	Monday	1:30 p.m	audioconference
80	5/4/98	Monday	1:30 p.m	audioconference/ face-to-face

*Location: Wood Center Ballroom

FALL:

Orientation for New Students - Sunday-Wednesday, August 30-September 3, 1997

Labor Day - Monday, September 1, 1997

Registration/Course Selection - Tuesday-Wednesday, September 2-3, 1997

First Day of Instruction - Thursday, September 4, 1997

Thanksgiving Holiday- Thursday-Friday, November 27-28, 1997

Last Day of Instruction - Friday, December 12, 1997

Final Examinations - Monday-Thursday, December 15-18, 1997

Winter Closure - December 25, 1997-January 4, 1998

SPRING:

Orientation for New Students - Monday-Tuesday, January 12-13, 1998

Registration/Course Selection - Tuesday-Wednesday, January 13-14, 1998

First Day of Class - Thursday, January 15, 1998

Alaska Civil Rights Day (no classes) - Monday, January 19, 1998

Spring Break - Monday-Sunday, March 16-22, 1998

Last Day of Instruction - Friday, May 1, 1998

Final Examinations - Monday-Thursday, May 4-7, 1998

G. Motion to reaffirm position of salary/compensation, locus of tenure, and post-tenure review, submitted by Ad Hoc Committee on Union/Governance Relations

Norm Swazo indicated that what the motion asked for is

reaffirmation of earlier positions the Senate has taken on these issues. Michael Pippenger submitted a statement indicating that the original Senate actions on compensation, locus of tenure and post-tenure review were in response to proposed changes in Regents' Policies. United Academics is currently drafting a contract proposal which will become the basis of negotiations with the university. The reaffirmation of the original Senate actions may be misinterpreted out of context as a Senate recommendation for the collective bargaining agreement. Michael believes that this motion may undercut United Academics negotiating position. For this reason he hopes that the motion will be tabled. Mark Tumeo is also on the negotiating team for the union and he indicated that when he read the motion he assumed that it was a statement of what the Faculty Senate wanted in the contract and that it does tie the negotiating teams hands. Don Lynch indicated that the original motions were in response to proposed Regents' Policy change. The motion was tabled by a vote of 17 ayes and 7 nays.

MOTION TABLED (17 yes, 7 nays)

=====

The UAF Faculty Senate moves to RE-AFFIRM its position on salary/compensation, locus of tenure, and post-tenure review as expressed in the following motions passed at UAF Senate meetings #56 and #63 with the further understanding that the position on post-tenure review articulates the preliminaries of a formative, rather than a summative, policy which is to be linked to faculty development.

In so moving, the UAF Faculty Senate directs that these policy statements be transmitted to the appropriate committees of United Academics currently working on the contract proposal to be negotiated with the University of Alaska administration, the intent of this transmittal being that these Senate policy statements be incorporated in the contract proposal.

EFFECTIVE: Immediately

RATIONALE: The motion is presented in the spirit of solidarity and cooperation with United Academics concerning mandatory items of collective bargaining. United Academics committees are currently working on contract language and stand to benefit from the work of the UAF Faculty Senate insofar as it has spoken to these specific mandatory items of collective bargaining. The motion, furthermore, directly responds to Lawrence Weiss¹ memo to D. Lynch and P. Slattery of 2/2/97 inviting "substantial contribution to the contract proposal." Moreover, the UAF Faculty Senate reserves it right to pronounce on policy recommendations pertinent to faculty affairs, this consistent with AAUP's "Statement on Academic Government for Institutions Engaged in Collective Bargaining", in particular that "Collective bargaining should not replace, but rather should ensure, effective traditional forms of shared governance...Collective bargaining should ensure institutional policies and procedures that provide access for all faculty to participation in shared governance. Employed in this way, collective bargaining complements and supports structures of shared governance consistent with the "Statement on Government."

VIII Committee Reports

A. Curricular Affairs - Maynard Perkins

The minutes to the last Curricular Affairs Committee meeting was attached to the agenda. Maynard is forming an ad hoc committee to look at petitions. It will include Pat Lambert, Diane Preston, Jin Brown, Janice Reynolds, and one person from TVC. A student representative has been requested from ASUAF.

B. Faculty Affairs - Norm Swazo

The following report was distributed as a handout.

The Faculty Affairs Committee has not met in the interim between Senate Meetings #68 and #69. However, committee members have undertaken a review of a draft statement on faculty ethics which will be an item of discussion at the committee's meeting in February.

Norm Swazo represented the committee on the Provost's delegation to the meeting of the American Association for Higher Education in San Diego, Jan. 14-19. Swazo participated in the discussions of two workshops (one on faculty role in outcomes assessment and the other on peer evaluation of teaching). Swazo also attended two sessions on post-tenure review (one a ³report from the field², i.e., a report on experiences with implementation of post-tenure review, e.g., at the University of Michigan at Dearborn, Old Dominion University, and George State University; the other session a report from faculty and administrators at Georgia State University). Materials from these workshops and sessions--including (1) publications lists relevant to faculty roles in a variety of areas, (2) order forms for audio cassette recordings of workshops, (3) a faculty guide on preparing for promotion and tenure review, (4) a faculty guide on serving on promotion and tenure committees, and (5) an audio cassette recording of the session on ³Post-Tenure Review: Report from the Field²--are available for review in a folder at the Governance Office.

C. Graduate Curricular Affairs - Mark Tumeo

Mark indicated that the Graduate Curricular Affairs has distributed a draft motion on masters degrees. It includes three: a MS or MA with a thesis; a MS or MA with a project; and a professional degree. The committee encourages feedback from departments and faculty. Their next meeting is Monday, February 24 at noon in the Chancellor's Conference Room.

D. Scholarly Activities - Bruce Finney

No report was available.

E. CNCSHDR - Rudy Krejci

No report was available.

F. Developmental Studies - Ron Illingworth

No report was available.

G. Faculty Appeals & Oversight - Diane Bischak

No report was available, however, Mark Tumeo indicated that the committee was working on the evaluation of administrators. David Port, Dean of the School of Management, Gordon Hedahl, Dean of the College of Liberal Arts, Al Tyler, Associate Dean of the School of Fisheries & Ocean Science, and Robert White, Director of the Institute of Arctic Biology are the four administrators up for review this year.

H. Faculty Development, Assessment & Improvement - Rich Seifert

Rich reported that the committee heard from April Crosby about the faculty development proposal UALC is working on. The Faculty Alliance is also looking at a proposal for faculty development and they have a request for Natural Resource Fund funding. The committee is also working on the faculty seminar series.

I. Graduate School Advisory Committee - Susan Hendricks

The minutes to the last Graduate School Advisory Committee meeting was attached to the agenda. Susan Hendricks was elected as the new chair.

J. Legislative & Fiscal Affairs - Michael Jennings

No report was available.

K. Service Committee - Kara Nance

Kara also attended the AAHE conference in San Diego where she attended sessions on service. The Service Committee is trying to identify service learning courses. A letter has been sent out to Deans and Directors to compile a list of courses with a service component.

L. University-Wide Promotion/Tenure - John Keller

No report was available.

M. Core Review Committee - Jin Brown

A report was attached to the agenda.

X Discussion Items - none

XI Members' Comments/Questions -

Rich Seifert indicated that there was a "Mold & Mildew" workshop being presented in Fairbanks and he encouraged everyone to attend.

Linda Curda asked for clarification on the April meeting for this year. The April meeting will become an audioconference and the May meeting will be split--audioconference for the first half and face-to-face for the second half.

XIV Adjournment

The meeting was adjourned at 4:15 p.m.

Tapes of this Faculty Senate meeting are in the Governance Office, 312 Signers' Hall if anyone wishes to listen to the complete tapes.

Submitted by Sheri Layral, Faculty Senate Secretary.