

MINUTES
 UAF FACULTY SENATE MEETING #93
 MONDAY, MARCH 6, 2000
 WOOD CENTER BALLROOM

I The meeting was called to order by President Gatterdam at 1:30 p.m.

A. ROLL CALL

MEMBERS PRESENT:

Bandopadhyay, S.
 Barnhardt, C.
 Barry, R. (M. Roth)
 Basham, C.
 Bruder, J.
 Butcher, B.
 Curda, L.
 Duffy, L.
 Gardner, J.
 Garza, D.
 Gatterdam, R.
 Grigg, S. (D. Stephens)
 Hartman, C. (J. Gimbel)
 Mason, J.
 Norcross, B.
 Robinson, T.
 Shepherd, J.
 Sonwalkar, V.
 Swazo, N.
 Weber, J.
 White, D.
 Wiens, J.
 Zilberkant, E.

MEMBERS ABSENT:

Amason, A.
 Illingworth, R.
 Luick, B.
 Mammoon, T.
 Manfredi, R.
 McBeath, J.
 McLean-Nelson, D.
 Mortensen, B.
 Musgrave, D.
 Reynolds, J.
 Sankaran, H.
 Winker, K.
 Yarie, J.

OTHERS PRESENT:

Ducharme, J.
 Fritz, S.
 Gregory, G.
 Huddy, K.
 Irwin, R.
 Kan, J.
 Kuhns, C.
 Layral, S.
 Maginnis, T.
 Martin, W.
 McGowan, M.
 Minassian, G.
 Reichardt, P.
 Watson, A.
 Wickmann, H.
 Yaminta, S.

NON-VOTING MEMBERS PRESENT:

Banks, S. - President, ASUAF
 Downes, I. - President, UAFSC
 Collins, J. - Dean, SOM
 Leipzig, J. - Dean, CLA
 Tremarello, A - University Registrar

NON-VOTING MEMBERS ABSENT:

Moudry, D.-Graduate Student, GSO

B. The minutes to Meeting #92 (February 7, 2000) were approved as distributed via e-mail with the correction that Barbara Butcher was in attendance.

C. The agenda was approved as distributed via e-mail.

II Status of Chancellor's Office Actions

A. Motions approved:

1. Motion that UAF Regulations shall apply in the faculty review process.

- B. Motions modified and returned to committee:
 - 1. Motion to amend the policy on Dual Enrollment.
- C. Motions pending:
 - 1. Motion to approve the Unit Criteria for ANLC.
 - 2. Motion to approve an M.A. in Rural Development.
(A request for a 90 day extension was approved by the Administrative Committee)

III Comments from Provost, Paul Reichardt -

Provost Reichardt indicated that he will make a presentation at the April Senate meeting on some facts on higher education. This will be the same presentation given to the deans and directors. At the May Senate meeting the Usibelli awards will be presented.

The post-tenure review process needs some work. Reichardt will work with a committee to make changes. Ron Gatterdam indicated that the Faculty & Scholarly Affairs Committee would work with Reichardt.

President Hamilton has charged the Provosts to look at course fees though out the system. What started out as a few courses where there was a clear fee needed has grown over the years and now departments have requested fees for everything.

George Minassian, graduate student, stated that in addition to course fees there are department fees such as the computer fee in engineering. Reichardt indicated that SAC was looking at course fees and statewide would be looking at all other student fees.

Guest Speaker, Kevin Huddy, Residence Life -

Residence Life supports the academic mission of the university though housing--family, student, and faculty. They also provide programs, growth experiences, and other workshops in the halls for students. There is opportunity for involvement with the students who live on-campus in a positive way. They have a program called Residence Fellows program. This was started last year and is who a faculty or staff person is aligned with a residence hall or floor. Since September they have been doing an intensive self-assessment. One of the recommendation made by the group is to get out of the business of faculty housing. This recommendation is made primarily based on the cost of maintenance. Residence Life gets no general funds from the state, they are a business and they are suppose to break even. Along with the financial side is the mission to provide faculty housing. Huddy would like some input from faculty. The current situation with the poor state of housing is not good.

Judy Shepherd stated that it was crucial for a new faculty with children to have on-campus housing when they arrive. Huddy indicated the current policy is for one year of on-campus housing for faculty. Dan White asked about other options.

IV Governance Reports

A. ASUAF - S. Banks

ASUAF has been involved in legislative matters. A hot item is the Legislative trading cards. They are selling them for \$50 a set. The money will go to support student travel to Juneau to lobby the legislature. The state library also wants a copy for their archives.

Stacey Banks and three others will go to Washington, D.C. to attend a conference and to lobby. They will hopefully talk with Representative Young. Stevens will not be there.

ASUAF is developing a web server. Students will be able to put up personal web pages on this server.

Another big issue is the cost of printing in the computer labs. Faculty should consider accepting papers and other assignments by electronic email. ASUAF will continue working on finding a solution.

GSO - D. Moudry

Dana Moudry was not available to give a report.

B. Staff Council - I. Downes

Staff Council met on Friday, March 3. Staff Alliance also met last week and discussed fees for students and staff. It includes parking, student recreation fees, and other fees.

Other areas of discussion include support of the BOR regulations for the support of governance and continuing to allow staff to participate in governance.

With the several different building project over the next two year and the closure of classrooms, we need to work together to solve the problem of finding room. We will need to look at different course times.

A tour of the campus will take place next week. See Sarah Comstock in Student Activities. This will allow staff to see areas of campus they don't normally have a chance to see.

The ad hoc committee on parking finished their report. They concluded there is no accountability--who is paying the fee and where it goes. Staff Council passed a motion asking for accountability or a 30% cut in parking fee. The final report and recommendations of the Staff Council Ad Hoc Committee on Parking is available on the web at: www.uaf.edu/uafgov/www/parking.html

C. President's Comments - R. Gatterdam

Ron Gatterdam reported on the Board of Regent's meeting. The Information Resource policy passed. At the SAC meeting with the Faculty Alliance the issue of 300-400 level courses came up again. The new UA regulations will state that only 400 level course can be used for graduate degrees.

The Alaska Quality Schools Initiative (AQSI) continues to be of interest. The president has not been happy because there is not much information on the impact this will have on the university.

The applications for Faculty Fellow to serve as a liaison for academic matters have been received. The Faculty Alliance asked that applications be routed through the governance offices. There are two applications from Southeast, one from Fairbanks, and none from Anchorage.

Discussions continue on distance delivery of courses. The Faculty Alliance is looking at residence and gpa requirements. Other issues that are being looked at include common registration and fees.

Gatterdam feels these are administrative concerns. The real concern for faculty is the relationship between distance delivery and the identify of the university and in particularly how it relates to the Core. Our options are to have a more generic Core or to tighten up on the transfer guidelines.

Chancellor Lind recently held a planning meeting of deans and directors. Ron did not feel this was a good cross section of the campus. There were few faculty. Paul Reichardt will give his presentation at the next Senate meeting. The Chancellor presented a one sentence mission statement and asked for comments. Also discussed was the strategic plan. The general agreement was to modify the current plan and come up with a Strategic Plan 2005.

V Consent Agenda

A. Motion to approve the Certificate and AAS degree concentration in Emergency Medical Services, submitted by Curricular Affairs

The motion was approved with the adoption of the agenda.

MOTION:

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The UAF Faculty Senate moves to approve a Certificate and A.A.S. degree concentration in Emergency Medical Services (EMS) which includes eight new courses.

EFFECTIVE: Fall 2000 or
Upon Board of Regents' Approval

RATIONALE: See full program proposal #57-65 on file in the
Governance Office, 312 Signers¹ Hall.

SUBMITTED BY COLLEGE OF RURAL ALASKA
(Submitted by Emergency Services)

57. NEW COURSE: EMS 180 - Paramedicine I (7+2+15) 8 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
58. NEW COURSE: EMS 182 - Paramedicine II (6+4+15) 8 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
59. NEW COURSE: EMS 186 - Clinical Rotation I (0+8+4) 4 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
60. NEW COURSE: EMS 271 - Paramedicine III (4+10+13) 9 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
61. NEW COURSE: EMS 275 - Clinical Rotation II (0+8+4) 4 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
62. NEW COURSE: EMS 277 - Clinical Rotation III (0+6+3) 3 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
63. NEW COURSE: EMS 283 - Paramedic Internship (0+36) 12 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.
64. NEW COURSE: EMS 287 - Update in Paramedicine (2+2+3) 3 credits; offered Alternating Semesters; effective Fall 2000 or upon BOR approval.

65. NEW PROGRAM: Certificate & AAS, Emergency Services -
Emergency Medical Services - New certificate & AAS degree concentrations in Emergency Medical Services under the renamed Emergency Services Program; Certificate will include 31 EMS credits; AAS will include BIOL 211 & 212 and 54 EMS credits for a total of 71 credits; effective Fall 2000 or upon BOR approval.

Executive Summary
Certificate & A.A.S. degree concentration in
Emergency Medical Services (EMS)

The UAF-TVC Fire Science (to be renamed, "Emergency Services") Program requests approval to initiate new Certificate and A.A.S. degree concentrations in Emergency Medical Services (EMS).

The Fire Science Program currently has Certificate and A.A.S. concentrations in Municipal Fire, Wildland Fire, and Hazardous Materials Control. Student also receive State certifications for Fire Fighter I and Emergency Medical Technician (EMT).

This new EMS degree concentration will enable students to expand their prehospital emergency care skills and be eligible to take the National Registry Examination to become licensed paramedics. There is an ever increasing demand for paramedics within fire departments, rescue squads, rural community health aids, clinics and hospitals throughout Alaska and the Lower 48. Most large fire departments give hiring preference to licensed paramedics. This proposed curriculum will provide students with the knowledge and skills to become employed as licensed paramedics or within a closely related health care occupation.

The UAF-TVC Fire Science program has become nationally recognized as one of the best in the U.S. with students coming from all over Alaska, Canada and the Lower 48. It offers a unique learning environment where students can obtain high quality classroom education, hands-on training and practical vocational experience through ten local fire and rescue organizations. Students who have State EMTII and EMT III certifications and one year of Human Anatomy and Physiology will be given enrollment preference. This new EMS curriculum offers two semesters of didactic sessions and clinical rotations in Fairbanks followed by two semesters of clinical rotations and internship at prearranged hospital sites in Anchorage or large cities in the Lower 48. The field internship provides experience on an advanced life support mobile intensive care vehicle under the direct supervision of a paramedic preceptor. The outcome assessment goal for all UAF-TVC graduates will be to obtain a minimum score of 80% on the National Registry Exam and an 80% employment rate.

A survey of the large fire departments throughout Alaska was conducted which shows a need to hire 20 to 25 paramedics within two to five years and 50 to 73 paramedics within five to ten years. Although the health industry was not surveyed, it is expected that their needs for licensed paramedics will be similar. A student survey showed 60 interested in enrollment. The majority of the 196 licensed paramedics within Alaska have received their paramedic training in the Lower 48.

All but four UAF-TVC Fire Science graduates seeking paramedic training have chosen to go to the Lower 48. The Aurora North Academy in Anchorage offers the only paramedic program in Alaska

with an average annual enrollment of 20 students. Although UAA currently has an A.A.S. degree in Paramedical Technology in their catalog, there is no active program in place. UAA has awarded three A.A.S. degrees through nontraditional certified experience credit. This new UAF-TVC EMS degree concentration will complement Aurora North and the program at UAA by meeting the future paramedic hiring needs of Alaska. This new UAF-TVC degree concentration in EMS will likely double the current average number of 28 graduates per year and exceed 30% of all the Associate degrees conferred by the College of Rural Alaska (CRA).

VI New Business

A. Motion to amend Section 3 (Article V: Committees, Standing, Permanent) of the Bylaws, submitted by Faculty & Scholarly Affairs

Norm Swazo indicated that this motion seeks to update the bylaws in terms of the responsibilities of the Faculty & Scholarly Affairs Committee and it also eliminates the Legislative & Fiscal Affairs Committee. These duties are assumed by the Faculty & Scholarly Affairs Committee. Larry Duffy supported the motion. The motion passed unanimously.

MOTION PASSED

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The UAF Faculty Senate moves to amend Section 3 (Article V: Committees, Standing, Permanent) of the Bylaws, as follows:

CAPS - Addition
[[]] - Deletion

STANDING

E. 2 The Faculty [[and Scholarly]] Affairs Committee [[will deal with policies related to workload, appointment, termination, promotion, tenure, sabbatical leave]] SHALL REVIEW ISSUES DEALING WITH FACULTY PREROGATIVE AND RECOMMEND POLICY CHANGES TO THE FACULTY SENATE. ISSUES OF FACULTY PREROGATIVE INCLUDE academic freedom, FACULTY ETHICS, research and creative activity, AND LEGISLATIVE AND FISCAL ISSUES THAT MAY IMPACT FACULTY CONCERNS AT THE UNIVERSITY. THE COMMITTEE WILL ACT AS A FACULTY ADVOCATE WITH LEGISLATORS AND CANDIDATES. IN ITS CONCERN FOR FISCAL ISSUES THE COMMITTEE SHALL MONITOR BUDGET APPROPRIATIONS TO THE UNIVERSITY AND EVALUATE ANY NOTICE TO THE FACULTY OF FINANCIAL EXIGENCY. IN PERFORMING THESE DUTIES, THE COMMITTEE WILL COORDINATE AS NECESSARY WITH THE RELEVANT OFFICERS (AND/OR THEIR REPRESENTATIVES) OF THE EXTANT COLLECTIVE BARGAINING UNITS.

PERMANENT

E. [[5. 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.]]

PERMANENT

E. 6. [[Committee members shall review issues dealing with faculty

prerogative and make recommendations for policy changes to the Faculty Senate.]]

EFFECTIVE: Immediately

RATIONALE: Responsibilities that have been the traditional purview of the Faculty and Scholarly Affairs Committee are now mandatory items of collective bargaining and are, therefore, included in collective bargaining agreements of extant faculty unions. United Academics/AAUP-AFT and ACCFT are, by Alaska labor law, the sole bargaining agents for represented faculty and have the legal authority to negotiate terms of agreement with the University Administration on these items.

The UAF Faculty Senate committee structure is more effectively and efficiently served by transferring the duties of the Permanent Committee (Legislative and Fiscal Affairs) to the Standing Committee (Faculty and Scholarly Affairs). With this amalgamation of duties, the committee may resume its former name of the Faculty Affairs Committee.

B. Motion to amend the Department Head Policy, submitted by Faculty Appeals & Oversight

Ron Gatterdam indicated that there are two features to the changes. One, is to make the policy consistent with current union contracts. The other feature makes the department head election mandatory upon the dean. It removes the dean's approval of the election.

Paul Reichardt will recommend that it not be approved by the Chancellor if the deans/directors do not approve of it. He recommends that section III. D. 5 be eliminated. This section gives no latitude for disagreement.

Tara Maginnis indicated for the most part dean's do not invoke this clause. It is the perception of some that the dean's can influence the department head election. However, we are all reasonable adults and should be able to work together. Larry Duffy also stated that in the years since this policy has been in effect, not once has a dean not ratified an election. Sometimes people can be paranoid and perceptions are important.

John Leipzig indicated that there are few cases where he would not ratify an election. There is a clear need to work with departments to increase diversity in our administrative core.

Norm Swazo commented on the motivation for this in the committee. The primary concern was the department head's authority over external funding and manipulating those funds.

Hank Wickmann indicated that it is important that departments elect their own department head. Currently all administrators are appointed and deans/directors are appointed. There is a need for faculty representation and their elected leaders.

Jim Collins indicated that he believes in shared responsibility and shared governance. Ultimately it is his job to work with faculty and department heads. It would be a mistake to throw this out.

John Leipzig indicated that there are instances where the dean needs to work together with departments and we need to keep the policy as it exists.

Ron Gatterdam indicated that there are two parts of the policy. Carol Barnhardt indicated that are some parts of the policy that have not always worked well in all parts of the university.

The motion passed 14 yes to 5 nays.

MOTION PASSED

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The UAF Faculty Senate moves to amend the Department Head Policy to be consistent with Collective Bargaining Agreements as follows:

EFFECTIVE: Immediately

RATIONALE: This motion would bring the description of Department Head duties in line with current Collective Bargaining Agreement¹s. It would also close a loophole in Department Head Elections Policy that previously allowed Deans and Directors to reject democratically elected Department Heads at will.

The first change (to the description of Department Head duties) is a cleanup measure requested by the Administrative Committee & Provost, to bring the policy in line with present union contracts. The changes have been reviewed by representatives of both faculty unions for accuracy.

The second change removes a statement that under present policy theoretically allows deans and directors to unilaterally reject the elected choice of a department for its head. Removing this clause would reaffirm the democratic process of Department head election, and remove suspicion of improper electioneering from the deans/directors.

CAPS = Additions

[[]] = Deletions

The following is a description of the role and duties of the department head, and procedures for the election of department heads at the University of Alaska Fairbanks. The size and composition of departments and programs are defined by each individual college and school.

I ROLE OF THE DEPARTMENT HEAD

- A. The department head is the administrative and academic officer of the department and as such has the primary responsibility and authority for: (1) leadership in developing high quality academic programs which fulfill department, college, and university objectives; (2) leadership in the implementation of college and university policies and programs at the department level; (3) leadership in developing

resource requests and an appropriate departmental budget; and (4) service on the college/school executive committee.

- B. The department head is first a faculty member. The department head is primarily a teacher-scholar serving as a leader of his/her department colleagues. The department head is a role model for faculty responsibility.
- C. The department head is responsible for providing mechanisms and processes for members' participation in discussion and decision making within the department. All members of the department should be informed of these mechanisms and processes. Regular meetings should be held for purposes of communicating information, discussing issues, and making decisions on department matters.
- D. The department head is expected to communicate faculty perspectives and concerns to the administration and other segments of the community as appropriate. The department head is the primary spokesperson for the faculty of the department. The department head will also convey administration views and concerns to the faculty.

II DUTIES OF THE DEPARTMENT HEAD

The department head is responsible, either directly or by delegation, for performance of at least the specific duties enumerated below (the duties are not prioritized) WHICH SHALL BE PERFORMED IN ACCORDANCE WITH THE EXTANT COLLECTIVE BARGAINING AGREEMENTS ON THE ROLE AND STATUS OF DEPARTEMENT HEADS .

A. Academic Programs

1. Initiate, plan, oversee implementation of, and review the preparation and offering of the academic program, after appropriate involvement of members of the department and consultation with the dean.
2. Ensure interdepartmental coordination and cooperation.
3. Take leading role in ensuring academic program quality.
4. Ensure reports are prepared as needed. Ensure that course schedule are prepared in a timely manner.
5. Ensure catalog is current.
6. Supervise departmental office and ensure that files and records are maintained.
7. Keep the dean informed of departmental and faculty activities. Act as a liaison with the University community.

B. Personnel

1. Coordinate and evaluate professional activities of all members of the department, to include providing guidance to faculty concerning expectations regarding promotion and tenure. [[Provide periodic evaluation of faculty performance in accordance with UAF promotion and tenure policy.]] Request and obtain faculty activity reports as appropriate to this process.

2. Provide recommendations for appointments, promotion, sabbatical leaves, tenure, and release of faculty after consultation with members of the department.
3. [[Assign, with faculty consultation, workload in accordance with university, college/school policy.]]
REVIEW AND RECOMMEND TO DEAN/DIRECTOR
WORKLOADS AS PROPOSED BY FACULTY MEMBERS.
4. Take lead role in departmental faculty and staff recruitment and retention.
5. Provide for the management and supervision of support staff.
6. Appoint appropriate committees within the department.
7. Facilitate support for faculty teaching, research and service activities.
8. Function as spokesperson and advocate for the department, both within and outside the University community.

C. Students

1. Administer the departmental student advisement program and counsel students.
2. Recruit students in cooperation with other members of the department and the dean.
3. Act on student petitions.
4. Provide for the management of student assistants.
5. Address student concerns as appropriate.

D. Budget, Inventory, Facilities, Etc.

1. Initiate resource and budget requests with justifications.
2. Maintain fiscal control of departmental budgets.
- [3. Serve as a voting member of the college/school budget/executive committee.]
- [4.] 3. Ensure upkeep of equipment and facilities assigned to the department.

III ELECTION AND TERMS OF SERVICE OF THE DEPARTMENT HEAD

A. Departments Involved

The procedures will apply to every unit that is considered a department.

B. Eligibility to Vote

All full-time faculty members holding academic rank who are affiliated with the department are eligible to vote. Visiting faculty who are in an academic rank position are eligible to vote.

A full-time faculty member currently holding academic rank is affiliated with a department if:

- 1) the head of that department evaluates the faculty member or;
- 2) the head of the department [[signs]] REVIEWS the faculty member's workload agreement.

C. Eligibility to be Nominated and Serve as Department Head

Only tenured members of a department who are eligible to vote are eligible to be nominated and serve as department head. Only in exceptional circumstance, where the majority of the department faculty feel that options are severely limited, should there be deviation from this policy.

D. Procedures for Elections [[and Ratification]]

1. By March 15, those faculty in the department who are eligible to vote will establish a list of nominees for department head. The names of the nominees will be placed on an official secret ballot for the department and distributed from the dean's office to those faculty eligible to vote.
2. Faculty members eligible to vote but who are absent because of sabbatical leave, leave of absence, or for other official reasons will be provided with an absentee ballot.
3. Secret ballots are to be cast and the person receiving a simple majority of the votes cast will be elected. In the case of a tie which cannot be resolved by the voters, the dean shall select the department head from those faculty involved in the tie vote.
4. If no nominee receives a simple majority of the votes, a run-off election of the top two nominees shall be held immediately under the same procedures outlined above. The deadline for accepting ballots for the run-off election will be the last working day prior to April 15.
5. [[If ratified by the Dean,]] Official appointment of the elected department head will be made by the dean by May 15.

E. Term of Elected Department Head

A department head shall serve for a term of two years, beginning July 1, following his/her election. The department head may continue in the position indefinitely by a simple majority of the voting faculty of the department, [[and the ratification of the Dean.]]

F. [[Non Ratification of Election, Grievance,]] DEPARTMENT HEAD DISPUTES, Vacancies, AND Recall

- [[1. In the event a dean does not ratify the department's election of a department head, the dean shall discuss the reasons in writing with the department and hold another election no later than May 1. In the event an impasse develops, final authority to appoint an acting department head for one year shall rest with the Provost.]]

- [[2.]] 1. If an action of the department head is appealed by a simple majority of the eligible voting members of the department and the issue cannot be resolved within the department, the matter shall be referred to the dean for arbitration. If necessary, the dean will refer the matter to the Provost. (See Section F [[.5.]] 6 for recall procedure.)
- [[3.]] 2. If the department head's position becomes vacant due to unexpected prolonged leave, illness, death, resignation, or other circumstances, the dean shall appoint a department faculty member to act as department head. An election to fill this position will be held the following April 15.
- [[4.]] 3. The department head shall appoint an acting department head whenever their absence from the department is for a period of less than two months. If this absence extends beyond two months, the procedure defined in Section F. [[3.]] 2. above is to be followed.
- [[5.]] 4. Election of a new department head may be requested by petition to the dean signed by three-quarters of the eligible voting members of the department or by the petition of the Dean to the department approved by 3/4's of the voting members of the department. After the election by the faculty [and ratification by the Dean], the new department head will take office immediately and serve the unexpired term.

G. Acknowledgement for Department Head Duties

A Department Head's duties may be acknowledged through release time, remuneration, and/or their service component of their faculty duties. Any acknowledgement must be agreed upon between the Department Head and the Dean and must be consistent with UAF and Board of Regent's policies AND EXTANT COLLECTIVE BARGAINING AGREEMENTS.

C. Motion to approve a policy on Graduate Teaching Assistantships, submitted by the Graduate School Advisory Committee

Larry Duffy introduced the motion and indicated that there has been an unofficial policy in place limiting outside employment for full-time TA's. Jim Gardner indicated that the Graduate & Professional Curricular Affairs Committee opposed the motion and felt that it treated TA's and RA's different. They also felt that the special permission should include the committee chair and the department head.

Charlotte Basham spoke against the motion. This motion does not allow for special consulting and is impossible to enforce and is punitive in nature. She would like to see a more positive approach. It is up to the department to set the conditions of each Teaching Assistantship.

John Leipzig spoke against the motion and asked about the legality of the motion. John Gimbel indicated that it does violate IRS rules for students to take outside employment. However, without a UAF policy to refer to he felt his hands were tied.

Jim Gardner indicated that it should not be just the dean making the exception. Students should not bypass the departments. Jim felt that

the motion should be altered to say permission may be granted through the department head to the graduate school dean. George Minassian, representing the graduate student organization, indicated that TA's must sign a contract which states they can not do any other work unless permitted by the department head. Progress of the student is dependent upon the committee. However, several TA's are single parents and the stipend is not enough to live on.

Joe Kan indicated that the IRS regulation is that TA's and RA's must be full-time students which is defined at UAF as 9 credits. The university could be fined for violations. There is a need for a policy to assist in the enforcement of the IRS regulations. Outside employment also slows the progress of the student in complete their degree. Larry Duffy stated that these are voluntary TA's. Jim Gardner asked that the amendment be included in the motion.

Other graduate students then spoke on the motion. Norm Swazo asked that the motion be commit it back to committee. Larry Duffy felt that taking it back to committee would not result in any different motion with the addition of the amendment. The motion to refer it back to committee passed by a vote of 15 yes and 7 nays.

MOTION REFERRED BACK TO COMMITTEE

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The UAF Faculty Senate moves to amend the policy on Graduate Assistantships (page 52, 1999-2000 UAF catalog) by adding the following statement:

Graduate students will not be permitted to accept additional income from other employment during semesters they are employed as full-time teaching assistants. Special permission may be obtained from the Graduate School Dean.

EFFECTIVE: Immediately

RATIONALE: Students are given teaching assistantships to aid in their graduate study. Further employment jeopardizes our academic mission.

D. Motion to amend the policy on Course Restrictions for graduate degrees, submitted by Graduate School Advisory Committee

Larry Duffy spoke on the need to increase the number of credits graduate students can take by special topics or independent study. This will assist off campus students. The question was raised about the use of 400 level correspondence courses. This was not part course restriction that was being considered in this motion. The motion passed unanimously.

MOTION:

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The UAF Faculty Senate moves to amend the policy on Course Restrictions (page 40, 1999-2000 UAF catalog) for graduate degrees as follows:

CAPS = Additions
[[]] = Deletions

Course Restrictions

You may not use correspondence courses, credit by examination, audited courses, 500-level courses or courses taken under the credit/no credit option to fulfill the basic course requirements of any degree program. No more than ~~[[six]]~~ TWELVE credits of special topics courses (693 or 695) or individual study (697) may be used toward a graduate degree. Requests for exceptions to the limit must be approved by the dean of the Graduate School.

EFFECTIVE: Immediately

RATIONALE: During this period of smaller course offerings and graduate enrollments, many programs serve students with combinations of these courses. These courses are not always independent study courses where students lack group interaction. The 693 courses often take advantage of a faculty member or visiting faculty member's special expertise. The 695 courses are trial courses which typically become part of the standard graduate program. The 697 courses are often tutorials where a distance student commutes part of the semester or classes at the 400 level which students take as 697 courses by including independent research and class presentations. Such customized approaches to the education of students make distance delivery possible and make it possible to offer students graduate education in efficient and effective ways.

E. Motion to amend the policy on Admission Requirements for graduate degrees, submitted by Graduate School Advisory Committee

Larry Duffy spoke on the motion and indicated that many students returning to school have trouble getting transcripts. Admissions have been held up because of this lack of ability to get all transcripts. The committee felt that getting the transcript with your bachelor's degree would have most of the courses on it and then the department could ask for any additional transcripts.

Jim Gardner indicated that his committee did not support the motion. It was fixing a rule to handle the exception. If there are exceptions needed for individuals case, those can be taken to the Graduate School. Ann Tremarello also indicated that was a bad policy. They have found many more example of students who are not truthful about getting previous transcripts. UAF only requires students to be here one year to get a degree. This does not give a lot of information. Transfer credits are only indicated by number of credits accepted, not a listing of courses. Other schools are similar.

Bob Irwin, Assistant Director of the Northern Studies Program spoke about the lack of clear guidance about who should grant exceptions.

The motion failed by a vote of 5 yes to 11 nays.

MOTION FAILED

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The UAF Faculty Senate moves to amend the policy on Admission Requirements (page 32, 1999-2000 UAF catalog) for graduate degrees as follows:

CAPS = Additions

[[]] = Deletions

2. Transcripts--If you've attended other colleges and/or universities, you must request official transcripts from [[each]] THE college or university [[you attended.]] THAT GRANTED THE BACHELOR'S DEGREE. [[The]] OFFICIAL transcripts should be sent to the Office of Admission by the schools. [[Transcripts will not be accepted if you submit them.]] OTHER TRANSCRIPTS MAY ALSO BE REQUIRED IF THE DEPARTMENT WANTS TO USE SPECIFIC, SPECIALIZED UNDERGRADUATE COURSES TO DEMONSTRATE COMPETENCY TO UNDERTAKE GRADUATE LEVEL COURSES.

EFFECTIVE: Immediately

RATIONALE: Current policy creates a nightmare for students who have taken college courses from various institutions in addition to the bachelor's degree, such as special interest courses or recency credits to maintain teacher certification. Often students can not get these transcripts despite repeated efforts and their graduate program is at risk. UAF should require transcripts only from those institutions which awarded the baccalaureate degree or which awarded courses which are prerequisites or foundation knowledge for UAF graduate programs.

F. Motion to request department heads submit a list of graduate programs requiring GRE/GMAT scores for admission, submitted by Graduate & Professional Curricular Affairs

Jim Gardner spoke on the motion indicated this was a result of earlier Senate action to drop the general university requirement for GRE/GMAT scores for admission to graduate programs. It is now necessary for any program that wants to require GRE/GMAT scores to submit a program change. This would allow a one time opportunity to bypass the normal paperwork. The motion passed unanimously.

MOTION:

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Department heads are requested to submit to Graduate and Professional Curricular Affairs a request to add GRE/GMAT scores as a requirement for admission to their graduate program descriptions in the UAF catalog.

EFFECTIVE: Immediately
Upon Chancellor Approval

RATIONALE: A motion was approved to delete GRE/GMAT scores from the University requirements for admission to graduate study if the applicants have an undergraduate GPA of at least 3.0. This motion will give departments that want to require GRE scores for all applicants regardless of GPA the opportunity to bypass the normal paperwork required for changes to the University catalog.

G. Nominations for President-Elect

Ron Gatterdam opened nominations for President-Elect. Jane Weber nominated Norm Swazo. Nominations will remain open until the next Senate meeting at which time the election will take place.

VII Committee Reports

A. Curricular Affairs - C. Basham

A report was attached to the agenda.

B. Faculty & Scholarly Affairs - N. Swazo

A report was attached to the agenda.

C. Graduate & Professional Curricular Affairs - J. Gardner

A report was attached to the agenda.

D. Core Review - J. Brown

No report was available.

E. Curriculum Review - S. Bandopadhyay

No report was available.

F. Developmental Studies - J. Weber

The following report was distributed as a handout.

MINUTES of The Developmental Studies Committee, February 24, 2000

Attending: Patty Baldwin, Ron Illingworth, Lisa Buttrey-Thomas, Greg Owens, Richard Clausen, Jane Weber, Cindy Hardy, Jerah Chadwick, John Bruder, John Creed, Rich Carr, Marjie Illingworth

The Developmental Studies Committee addressed the following issues:

PRAXIS exam:

We discussed our response to a meeting with members of the Education department about students who have failed the PRAXIS exam and ways we can help them prepare to retake the test. Some of these students have signed up for DEVE 068 here on campus and are working with the PRAXIS study guide on the writing skills portion of the exam. One section of 068 will be designated for this purpose in the fall schedule. George Guthridge is designing a web-based course for students who are preparing to take the exam. Further, discussion of ways to address the problems of students' failure in the reading and writing portion of the test has begun in the English Department Composition committee. In Math, John Bruder has initiated a 2-credit audioconference course to address the math portion of the test. On the Fairbanks campus, Greg Owens will conduct DEVM 065 labs specifically addressing the math portion of the test. Jane Weber reported that Elementary Education students are now required to take Math 107, which may take care of students' problems on the math portion of the test.

We discussed the issue of test taking skills as part of the problem

students are having. Failure of this test also seems not to be predicted by any one factor such as previous grades. Cindy Hardy emphasized that Carol Barnhardt had reported that the numbers were preliminary and not firm--they had not been fully analyzed at the time of the meeting.

Accreditation:

Ron Illingworth reported that the subcommittee addressing accreditation had met and looked at the process and at samples of what's been done elsewhere. The Accreditation team will visit in Fall 2001 to talk to students, faculty, and administration. They will be looking at our mission, characteristics, faculty and students, how we're meeting our mission, and what tools we use to measure this.

Individual campuses will address Developmental Studies on their campuses; the committee will produce a notebook about Developmental Studies with back up material. We need to identify "challenges," suggest solutions, and implement changes.

We discussed what changes have been made since the last accreditation process, how we measure success for our students. Ron reported two changes in the focus of accreditation: the concern with time in residency has been dropped, since it is now more possible to put together a package of distance classes to accomplish a degree; and "related instruction" for vocational programs is now required to be separate from the vocational program and college level.

Placement:

Jane reported that Wanda Martin suggested that we renorm COMPASS before taking up mandatory placement. She wants to do this during the summer. We discussed concerns with implementing mandatory placement and mandatory testing, such as students self-placing without taking COMPASS, some glitches in the current reporting of math placement, the need to get admissions to push placement testing, and the requirement of placement testing by accreditation. We again discussed the difficulties of blocking registration if students lack placement testing. We recommend flagging students, so that advisors of teachers will know whether or not students have taken the test. Ron suggested that we start with a letter to the Faculty Senate recommending mandatory placement.

The next meeting will be Thursday, April 30, 1-2pm.

G. Faculty Appeals & Oversight - T. Maginnis

A report was attached to the agenda.

H. Faculty Development, Assessment & Improvement - D. White

A report was attached to the agenda.

I. Graduate School Advisory Committee - L. Duffy

No report was available.

J. Legislative & Fiscal Affairs -

The committee has not met and is now eliminated.

K. Ad Hoc Committee - none

VIII Public Comments/Questions - none

IX Discussion Items

A. Mission Statement

Revised UAF mission statement

"As the nation's northernmost land-, sea-, and space-grant university and major research center, UAF advances knowledge about life in the North through the integration of teaching, research, and public service."

Mitch Roth indicated that the university does research at the Antarctic. Tom Robinson indicated that UAA has a water bottle with the mission statement on it. He likes the short statement. Norm Swazo indicated that while it supports brevity it does not state anything that distinguishes UAF. Larry Duffy indicated that it was good to have vision statements that add to the mission statement. This should be what sets us apart from other universities. Vision statement, strategic plans and value statements can be added on to the mission statement for reference. Linda Curda said it was good to have a mission statement, a vision statement and goals. They should be short and to the point and visible everywhere. John Gimbel indicated that we advance knowledge in the North about a number of subjects. He suggested that we drop "about life."

Larry Duffy indicated that comments are due into the Chancellor's Office by March 24. Ron indicated that he would bring it back to the Senate for formal action.

X Members' Comments/Questions - none

XI Adjournment

The meeting was adjourned at 4:20 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.