



**UAF FACULTY SENATE**

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[www.uaf.edu/uafgov/faculty-senate/](http://www.uaf.edu/uafgov/faculty-senate/)

**MEMORANDUM**

**TO:** Steve Atwater, Interim Dean, SOE  
Hajo Eicken, Director, IARC  
Doug Goering, Dean, CEM  
Suzan Hahn, Interim Dean, Libraries  
Mark Herrmann, Dean, SOM  
Anupma Prakash, Associate Dean, CNSM

S. Bradley Moran, Dean, CFOS  
Mary Pete, Dean, CRCD  
Bob McCoy, Director, GI  
Todd Sherman, Dean, CLA  
Fred Schlutt, Vice Provost of Extension and Director of Cooperative Extension, SNRE

**FROM:** Chris Fallen, President  
UAF Faculty Senate

**DATE:** February 1, 2018

**SUBJECT:** Faculty Senate Elections

The UAF Faculty Senate requests that units begin the election process for 2018-2020 representatives and alternates the the Faculty Senate. These elections are administered by the Dean/Director's offices as described in the attached Guidance on Faculty Senate Elections 2018.

Unit elections for the Faculty Senate need to be completed by **Friday, March 9, 2018** so the Senate can conduct committee assignments and install the new members at the May 7 meeting. This also allows elected faculty to include this service in their workloads.

**Note that Faculty Senate meetings are typically held on the first Mondays of the month from 1-3pm. Faculty nominated for positions on the Faculty Senate should be informed of this time commitment and be willing and able to accommodate it.** The most common problem is a conflict with teaching schedules.

CLA, CNSM, CRC, and Libraries also elect members for specific permanent Senate committees. This information has been attached for those units, for their reference and to help consolidate the election process. (The information is not attached for units to which it does not apply.)

Your cooperation and assistance with the process is essential and is much appreciated. If you have questions, contact Emily Perryman in the UAF Governance Office at 474-7964. Election information is also posted at <http://www.uaf.edu/uafgov/faculty-senate/elections/>.

**Attachments:** Guidance on Faculty Senate Elections 2018  
UAF Faculty Senate Elections - Terms and Vacancies by Unit  
Faculty Senate Permanent Committee Vacancies (if applicable)

**Cc:** Susan Henrichs, Provost  
Larry Hinzman, Vice Chancellor for Research  
Evon Peter, Vice Chancellor, CRCD  
Faculty Senate Administrative Committee

## **Faculty Senate Election Spring 2018**

### **SCHOOL OF EDUCATION (SOE) TERMS AND UPCOMING VACANCIES**

Representation: 2 senators and at least 1 alternates

**Current representation with expiring terms bolded:**

**Representatives**

Heather Dahl (19)

**Sean Topkok (18)**

**Alternates**

Maureen Hogan (19)

At the end of this year, SOE will have 1 continuing senators and 1 continuing alternate. Ideally, both senate terms and alternate terms should be staggered; e.g., each year 1-2 senators should be elected and 1 alternate every other year.

**Senator terms expiring in May 2018:**

- Sean Topkok

**Please Elect:**

1 senator for 2 year term: 2018-2020

## Guidance on Faculty Senate Elections 2018:

1. Elections and election procedures are the responsibility of the units, subject to the Bylaws of the Faculty Senate. Click [here](#) for Faculty Senate Bylaws.
2. The Dean/Director's office is expected to administer the elections. A summary sheet of the senate positions and vacancies specific to each unit has been included with the election memo and attachments.
3. The Dean/Director may not "appoint" anyone to the Faculty Senate; this is the prerogative of the faculty. Ask faculty to nominate other faculty for the open seats.
4. **NOT ALL FACULTY AFFILIATED WITH A UNIT MAY PARTICIPATE.** The Dean/Director's office should **NOT** use its full faculty list. Compile a separate list for Faculty Senate elections.
  - Tenure-track, research, and term faculty **do qualify** for representation on the Faculty Senate and may participate in the election. Adjunct and affiliate faculty and postdocs **do not qualify**.
  - Faculty with joint appointments are represented only through the unit of their primary appointment, determined as follows:
    - Faculty with joint appointment that include an academic unit (tenure-granting) are represented through that unit, and should vote only in that unit's elections. Faculty with joint appointments through two academic units are represented through the unit in which the faculty member is tenured or will be reviewed for tenure, and should vote only in that unit's election.
  - In accordance with these rules, faculty voting in elections at the research institutes are limited to Research Faculty whose primary appointment is in that unit. There should be no tenure-track faculty participating in elections at the research institutes.
  - Faculty with primary appointment in a unit that is too small to have separate representation at Faculty Senate are represented through another unit.
5. Elections should be timed for completion by **March 9, 2018**. The Dean/Director's office should notify the Faculty Senate office of the results by **March 12, 2018**.