

Unit Criteria Committee Meeting  
Thursday, November 16, 2017  
9:00am-10:00am

Meeting Notes (J. Matweyou)

Members present: Fbks Gruening608B = Jennifer Carroll, David Henry, Tyson Rinio, Dare Awoleke; Zoom video = Julie Matweyou, Bob Bolton, Robert Herrick, Mara Bacsujlaky

A. Meeting Minutes

The Oct 19 meeting notes were approved as final with no amendments.

B. The Nov 16, 2017 Agenda was approved with no amendments.

C. Old Business included overview of the approval of the CNSM criteria at the Faculty Senate level; and continued discussion of the Sociology criteria.

1. CNSM Natural Science Unit Criteria: Our committee discussed the process of bringing criteria forward to the Faculty Senate after our committee approves the proposed criteria. A motion needs to be crafted (by our committee chair) with a short explanation of the proposed changes to the Unit's criteria and committee rationale. This motion is brought to AdCom for inclusion onto the Faculty Senate agenda. When approved by Faculty Senate the motion is signed by the Faculty Senate president, then reviewed by the Provost and Chancellor. The new criteria do not go into affect until the next fall term.

General discussion item (that also relates to agenda item 2 below): The practice of how Unit's prepare/present their proposed criteria to the Provost office and thus to this Unit Criteria committee varies. The Blue Book Regulations for the Appointment and Evaluation of Faculty states the Unit choosing to develop discipline-specific criteria shall have these criteria approved by the majority of the discipline faculty and then by the cognizant dean who will forward the criteria to the provost office. It seems at this time the criteria are being transmitted directly to the provost office by the faculty. This will be discussed again below in relation to Sociology criteria. Our committee also expressed desire to establish a standard form of transmittal so our we can more clearly see the changes being proposed. This committee recognizes and agrees that it is our purview to review ALL content whether old (previously approved) or new to this review cycle. So essentially all additions to the Unit Criteria template are considered. Our committee will requests two documents be provided, one that demonstrates the proposed changes and one clean copy of the criteria. In this way it will be easier for this committee to see the proposed additions to the template. David Henry has agreed to draft guidelines regarding this process of submittal. It is recognized

too, the “Tips for Revising Unit Criteria” on the Provost website needs updated and we anticipate working with the Provost office on this.

2. Sociology Unit Criteria: There was continued discussion regarding the proposed Sociology Criteria. The content of the proposed criteria is not in question but rather the uniqueness of the situation, that this criteria is coming from one faculty member as opposed to a faculty group. At the last meeting we sought clarity and Chair Matweyou addressed this at the Oct 27 AdCom meeting. Matweyou was directed to the Blue Book regulations at that time. Matweyou also corresponded with assistant to the Provost Jennifer Hoppough . Our committee references Blue Book “Regulations for the Appointment and Evaluation of Faculty” Chapter III Section E that states choosing to develop discipline-specific criteria shall have these criteria approved by the majority of the discipline faculty and then by the cognizant dean who will forward the criteria to the provost office. Our committee recognizes establishment of unique criteria is a faculty driven process and recommends the Sociology faculty consult with faculty within the Social Science discipline, as well as with the cognizant dean. Tyson Rinio has agreed to draft a response to this faculty.

D. New Business

1. SNRE Criteria was only briefly discussed. There had been some comment on the provided document on Google drive but this committee did not have time in this meeting to fully address the criteria. As previously noted, the document does not comply with the current template. Chair Matweyou will notify appropriate SNRE faculty and request the criteria (1) be brought into compliance of the current UAF template, (2) any changes in the proposed criteria (2015) as compared to the existing criteria on the Provost website (2009) be highlighted (if possible), and (3) the criteria be reviewed by SNRE faculty since the last Unit faculty review of this document was in 2015. Our Unit Criteria Committee wants to verify this proposed criteria still meets the needs of current faculty.
2. Development of a Guideline document to define the roles/ responsibilities of this committee was not explicitly discussed, however guidelines on how to prepare and present criteria are being drafted (as noted above).

Meeting adjourned 10:00am