

MINUTES  
UAF FACULTY SENATE UNIT CRITERIA COMMITTEE  
Tuesday, September 10, 2013—1:30-2:30 PM  
Rasmuson Library 341–Joint Conference Room

Chris Coffman, CLA (English), Steve Sparrow – Interim Dean of School of Natural Resources, Mark Conde, CNSM, Javier Fochesatto, CNSM, Christine Cook, SOE Counseling, Torie Baker, School of Fisheries (Cordova), Cathy Winfree, Allied Health CNA program at CTC, Leif Alberton, Co-Op Extension – added (Bethel), Debus Misra, CEM is absent

- I. ELECTION OF COMMITTEE CHAIR – Chris Coffman volunteered to chair and no one else volunteered for the role – everyone agreed to have Chris be the chair; Mark Conde will report in Faculty Senate if Chris cannot be present at 3pm (she has a standing commitment at 3:30 on Mondays); Christine Cook will take note
- II. DISCUSSION OF STANDING MEETING TIME – continue same time for regular meetings (1:30-2:30); hold every two weeks, but can cancel as necessary if there is nothing to review; first Tuesday after Faculty Senate each month and then 2 weeks after; October 8<sup>th</sup>, October 22<sup>nd</sup>, November 5<sup>th</sup>, November 19<sup>th</sup>, December 3<sup>rd</sup>, start again in February on the 4<sup>th</sup>; will decide the Friday before the meeting whether or not we will cancel; Mark will be absent for the next meeting
- III. REVIEW AND DISCUSSION OF LAST YEAR'S COMMITTEE MINUTES – Javier, Cathy, and Christine served on the committee next year; Javier will be the liaison to joint appointment committee – first meeting next week;
- IV. UPDATE ON BLUE BOOK REVISION PROJECT – Karen and Jun had been the main participants from the group; some provost meetings, progress had been made, then stalled, but then agreed that it did not need to go through the board of regents and progress was continued; Chris spoke with Cecile Larden and she is hoping to continue the work on the Blue Book – Chris and Cecile will work on the Blue Book and bring it to the committee for review; last year we started with recommendations from the Provost, then we reviewed those proposals and made a draft of the changes to the Blue Book– we will begin this year from the end of the past draft; last year a lot was stalled due to the joint appointments and research faculty – those elements still need to be straightened out

Questions: When we review a criteria, will you be meeting with the chair/representative of that department to discuss and answer questions? Agree that it was done in the past, and Steve believed it was valuable in the past – representative of the department to answer questions; Chris will recommend to Jayne that when departments send the unit criteria changes that she invite the department to send a representative to the Unit Criteria meeting; In past the group asked the departments to create a document to describe the requirements for the committee, but this year the group will invite a member to come in person to the meeting and respond to questions or concerns

No Other Business; currently have no revisions of unit criteria  
Move to Adjourn at 2:10pm– Mark and seconded by Javier