

- C. UNAC – Jordan Titus
UAFT – Jane Weber

- 2:40 IX Members' Comments/Questions/Announcements 20 Min.
- A. December 5 Faculty Senate Meeting #179 – Location to be 401 IARC
 - B. Accreditation Steering Committee – Senate Rep vacancy
 - C. Edith R. Bullock Prize for Excellence – Nominations open
http://www.alaska.edu/files/foundation/Bullock_Nomination_Form.pdf
 - D.

ATTACHMENT 178/1

UAF Faculty Senate #178, November 7, 2011

Submitted by Curricular Affairs Committee

**Minutes: Curricular Affairs Committee Meeting
9/28/2011, 3:30-4:30 pm Kayak Room**

Voting members present: Rainer Newberry, Anthony Arendt, Carrie Baker, Jungho Baek, Dave

6. NON-UAF courses taught AT high schools FOR high school students with UAF 100-level designators—Rainer Suggestion: students

Discussion on this topic was postponed for the next meeting.

B. NEW Business

1. Proposed motion #1

...UAF Faculty Senate re-affirms its policy of I F after a year and requests Faculty Senate president to pursue making this OK with the BOR.

The consensus reached after much discussion online is to have existing policy reaffirmed by the senate. Brian H. will follow up on some of the specific problems that have been raised.

Additional data has been shared from the Registrar, and this will be included in the Faculty Senate agenda for Monday, October 3.

2. Proposed motion #2:

The UAF Faculty Senate moves to require that all new courses offered wholly or in part by distance delivery, and all existing courses adapted or converted to distance delivery, must be approved by the appropriate subcommittee of the Faculty Senate. Furthermore, if the mode of distance delivery changes, then the course must be re-reviewed by the appropriate committee.

Modes of distance delivery are those defined by the UA Office of Academic Affairs & Research: Independent Learning/Correspondence; Audio Conferencing; Video Conferencing; Web Meeting; Live Television/UATV; and Online/Web Delivered.

Effective: Spring 2012

Rationale: The Faculty Senate has primary authority to initiate, develop, review and approve academic criteria, regulation and policy (Faculty Senate Constitution, Article 1, Section 1). This includes curriculum review.

Distance delivery methods are fundamentally different methods of communication than face-to-face instruction. Effective instruction by distance delivery requires adapting or designing content for new formats and modes of communication. It cannot be assumed that a course approved for face-to-face

Debra mentioned that because of student failure rates, they pulled their developmental courses out of distance delivery. Doug and Dana both mentioned the fact that deans and department chairs may be totally unaware that courses in their units are being offered by distance, and the fact is that faculty can make extra money doing it. They can also earn extra money grading coursework for CDE.

Debra asked if these issues are brought up under the Program Review process, and Dana

ATTACHMENT 178/2

UAF Faculty Senate #178, November 7, 2011

Submitted by Faculty Affairs Committee

**Faculty Affairs Committee
October 19, 2011 Meeting Minutes**

Attendees:

Bella Gerlich, Ex-officio member

Ken Abramowicz

Cecile Lardon

Chris Fallen

Karen Gustafson

Mike Davis, call-in

Margaret Short

Andrew Metzger

Proposed revision to faculty activities report (**attached**) - Presented by Dana Thomas (Vice Provost) and Barbara Taylor (Director of undergraduate research and Scholarly Activity; URSA).

Proposed changes in response to undergraduate research as a priority and a recognition of the need to track undergraduate research activities – motivation for proposed changes

Undergraduate research is an accreditation metric

FAC Committee generally supports the idea

Wording of Sections 4 and 5 needs to be revised – redundancy in listing undergraduate research

Additional discussion items; possible further additions to activity report:

Service-based learning activities

Distance education learning activities

Appeals and Oversight Committee

May, or may not, be beneficial to dissolve this committee

Inquiries (informal) about dissolving this committee (Abramowicz); dissolving committee may not be desirable

May be possible to improve/ modify committee to have greater impact

Further inquiry into committee's role and products/ activities in next years – **Action Item** for next meeting

Promotion for Term Faculty

Determine what action(s) if any occurred after last time this was discussed at FAC meeting

Engage CRCD to determine their current position and understanding on the issue

Contact Jane Weber

Teaching by Non-regular Faculty

Metzger taking lead

Working with Jennifer Reynolds to secure data from last academic year

On-going effort

ANNUAL ACTIVITIES REPORT

Covers the period July 1, 2010 – June 30, 2011

Instructions: Respond to each section of this Annual Activities Report as completely as possible. If you have any questions, please consult with your dean or director, or contact the Office of the Provost at 474-5178. This report is to cover the period July 1, 2010 – June 30, 2011. Submit the completed report to your dean or director, together with a current CV, no later than **October 2**.

1. Personal Information

Name	Academic Title	Department/Division

2. Workload Summary

Year	Teaching (%)	Research (%)	*Service (%)

* Include management under service.

3. Teaching

Table 3.1: Instructional Activities

Semester	Course Name, Number & Title	Credits	Contact Hours (Lecture & lab, i.e. 3&0)	Students # of	Type ¹	Shared ²

¹ Classroom, studio, laboratory, distance delivery, undergraduate/graduate seminars, new course preparation, independent studies, non-credit educational activities, extension instructional activities, major revision of an older course, and other activities related to curriculum development.

² Name(s) of instructors if course is team-taught.

Table 3.2: Student Advising – Graduate and/or Undergraduate

Year	Type ¹
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- e) Published reviews, with the complete reference.
 - f) Other scholarly publications such as magazine or newspaper articles.
- ³ e.g. Peer-reviewed, reviewed by editor or board of editors, reviewed by conference committee, reviewed by conference session chair, or other (specify).
- ⁴ Name and standing of student coauthor

Table 4.2: Publications IN PRESS			
List those publications for which all editorial work is complete; awaiting scheduled publication.			
Citation ¹	Type ²	Review ³	Student Coauthor ⁴

- ¹ Clearly reference entry on CV or give proper citation if publication is not listed on CV..
- ²
- a) Published (i) articles and (ii) technical papers.
 - b) Published books, monographs, case, book chapter, book review, conference proceeding.
 - c) Completed reports, technical manuals, guides, pamphlets, etc., (e.g., specify if in-house or distributed by some agency other than UAF).
 - d) Published abstracts, including publisher, title, and author(s).
 - e) Published reviews, with the complete reference.
 - f) Other scholarly publications such as magazine or newspaper articles.
- ³ e.g. Peer-reviewed, reviewed by editor or board of editors, reviewed by conference committee, reviewed by conference session chair, or other (specify).
- ⁴ Name and standing of student coauthor

Table 4.3: Professional, Creative Activities			
List activities such as performance, exhibits, presentations, audio/video recordings, computer programs, musical compositions, poems, concert performances, etc.			
Date	Nature of Activity/Title	Participating Individual(s) ¹	Level of Activity ²

- ¹ If participating individual is a student, indicate undergraduate or graduate student standing
- ² International, national, regional, or local.

Table 4.4: Sponsored Projects/Commissions					
Date Granted & Duration	Names ¹	PI/Co-PI?	Project Title	Grant Sponsor	Grant Amount

5. Integration of Teaching and Research

Table 5.1: Graduate Committee Chair:

A) Supervision of Thesis, Research/Creative Projects; B) Students with No Thesis or Project

Student Name	Duration ¹	Degree Sought	Student Status ²

ATTACHMENT 178/3
UAF Faculty Senate #178, November 7, 2011
Submitted by the Committee on the Status of Women

Committee on the Status of Women
Minutes Tue, Oct 11, 2011; 2-3 pm, Gruening 718

Members Present: Jane Weber, Kayt Sunwood, Nilima Hullavarad, Melanie Arthur, Ellen Lopez,
Jenny Liu, Shawn Russell, Johnny Payne

ATTACHMENT 178/4

UAF Faculty Senate #178, November 7, 2011

Submitted by the Faculty Development, Assessment and Improvement Committee

**UAF Faculty Development, Assessment and Improvement Committee
Meeting Minutes September 6, 2011**

I. Josef Glowa called the meeting to order at 4:03 pm.

II. Roll call:

Present: Mike Castellini, Josef Glowa, Kelly Houlton, Duff Johnston, Julie Joly, Franz Meyer, Joy Morrison, Alexandra Oliveira, Channon Price

Absent: Stephen Brown (?)

III. Report from Joy:

After we welcomed our new members, Joy shared that she had a great New Faculty Orientation, with about 20 out of 36 new faculty participating. Joy did three syllabus workshops prior to classes starting and only a total of 10 faculty attended these. The other two workshops since then also had low attendance (Foley and Kenaston). Joy expressed frustration regarding low faculty attendance at development opportunities, so the committee discussed ideas and decided to address the issue this year. One suggestion was to have Provost Henrichs encourage faculty to attend a minimum of 8 faculty development sessions each year (except for tenured, full professors). Another idea was to develop a survey for UAF faculty to gauge their interest levels in upcoming session topics. Once our committee gets the survey ready, Joy will email it out to faculty.

Joy discovered some nice materials during her sabbatical and will give one presentation in November: one on Great Britain's Teaching Certificate program for university faculty.

IV. New Business:

1. Report on faculty development workshops:

Josef noted that Dana Thomas wants information on Smart Evaluations (electronic evaluations)

to include on the survey would be mentoring, travel to conferences that have a specific benefit to faculty, grant writing, proposal writing, publishing, and support for faculty or teaching assistants not educated in the American university system as to what to expect in the American classroom. Duff has experience with this last issue and will discuss it with Cyndee West.

IV. Old Business:

1. Josef Glowa was elected to serve as committee chair.

ATTACHMENT 178/5

UAF Faculty Senate #178, November 7, 2011

Submitted by the Graduate Academic & Advisory Committee

GAAC: Graduate Academic Advisory Committee of the UAF Faculty Senate

2011-09-20 Meeting Minutes

Present:

Voting: Orion Lawlor, Vincent Cee, Elisabeth Nadin, Chung-Sang Ng, Donie Bret-Harte, Lara Horstmann-Dehn

Ex officio: Timothy Bartholomaeus, Anita Hughes, Laura Bender, Larry Duffy

Visitors: Carol Gering (ED 653 instructor)

Excused: Sue Renes

Absent: Xiong Zhang

Regarding carry over course 115-GNC/CHEM 671, Donie will continue to follow up with the instructor.

Regarding the M. Ed. in Instructional Technology Innovation ([GAAC 100-108](#)), a GAAC subcommittee consisting of Vincent, Tim, Orion, and Sue reviewed the updated syllabi for these courses. One brief comment is that "office hours" are implicitly in Alaska standard time: for world-wide students, the time zone should probably be listed explicitly. GAAC welcomes the addition of three synchronous meeting times during the semester for these distance delivered courses, and appreciates the effort the Education department has put into addressing GAAC's concerns. Based on these revisions, GAAC approved GNC 104-108: ED 653, 654, 655, 676, and 677. GAAC also approved the new concentration for M.Ed. in Instructional Technology Innovation.

Regarding [GAAC 61-92](#), the dozens of one credit courses and new certificate in construction management that Bob Perkins is putting together, a subcommittee consisting of Elisabeth, Chung-Sang, and Xiong reviewed the courses. Elisabeth talked with some of the instructors about GAAC's spring 2011 suggestion to renumber the courses. It appears renumbering to the 500 level is not appropriate, because BOR regulations stipulate that such courses cannot be applied to a graduate certificate. However, GAAC still has serious concerns that the courses as described are missing the rigorous journal-level reading and writing of a more typical graduate course. GAAC would also like to see an actual syllabus, including the actual assigned readings and a more detailed schedule. It was also unclear how the repetition for credit would be implemented to be useful for students. Discussions are ongoing, and will continue next meeting.

Regarding example syllabus for "EGG 637", after a few corrections GAAC approved this example syllabus to be posted to the faculty senate website. Lara agreed to prepare a Format 1 for this course by November.

GAAC, acting as the graduate school's curriculum council, approved the proposed LAS 693 special topics course "Data Analysis: Mixed Methods Approach".

Discussions will continue electronically, but GAAC's next meeting will be Tuesday, October 25, at 3pm.

ATTACHMENT 178/6

UAF Faculty Senate #178, November 7, 2011

Submitted by the Student Academic Development and Achievement Committee

**Student Academic Development and Achievement Committee
Meeting Minutes for September 20, 2011**

Attending:

David Maxwell, Curt Szuberla, Alan Morotti, Dana Greci, Cindy Hardy, Amy Barnsley, Sandra Wildfeuer, Sarah Stanley, Diane Erickson, Gabrielle Russell

The committee met and addressed the following:

Meeting times: All of those attending can meet Tuesdays 12:30-2, for at least part of the meeting. Cindy will get together with Jayne to set dates for the semester's meetings.

Agenda for the year: We brainstormed a list of topics and actions for the year, including continuing work on the learning commons (a subcommittee will meet with library faculty), looking at ways to strengthen advising, looking at the effectiveness of freshman seminars, developing cross curricular support (such as writing across the curriculum), and continued conversation on Sarah's proposal to record reasons for students receiving Ds or Fs.

Sarah will write up some other ideas she'd like us to address.

We also carried over some discussion from last year:

Re-examining DEVS placement policy to determine when a student would be placed in a study skills class (i.e.: with two DEV placements? As a freshman seminar? As part of orientation?)

Reviewing student success policies that are already in place

Finding ways to support the faculty that teach 100-level classes

Course approval: Diane Erickson presented the course proposal for DEVS 114, Reading in the Humanities and Social Sciences. This course came to us last spring, but Diane asked that we address it in the first meeting of fall, so she could attend the meeting. Right now the course is offered as a special topics course. The committee approved the course unanimously.

Other notes or discussion:

Sandra shared that IAC now has a student success coordinator, Robin Brooks.

Dianne Erickson asked how we relate to the new Alaska Performance Scholarship.

Next meeting: Tuesday, Oct 10, 12:30-2pm