

# APT COUNCIL

## Agenda

September 3<sup>rd</sup>, 2009  
ADM 204  
10:30 a.m. – 12:00 p.m.  
1-800-893-8850  
Pass Code: 7730925

(For Members outside of Anchorage only)

- I. Call to Order
- II. Introduction of Members, New Members and Guests

III.

	Russell Pressley, President*	08-10		Linda Morgan*	08-10
E	Julia Martinez, Vice President	09-11		Karol Weatherby	08-10
	Suzanne Browner*	08-10		Alessandra Abramczyk	09-11
	Brian Brubaker	08-10		Bob Kizer	09-11
	Anna Bryant *	08-10		Suzanne McCarthy**	09-11
E	Kristi Elkins	08-10		Carol Swartz	09-11
E	Theresa Lyons	08-10		Vince Yelmene *	09-11
	Bob McDonnell	08-10			

\* University Assembly Rep \*\* University Assembly Rep Alternate

- IV. Approval of Agenda (*pg.1*)
- V. Approval of May Summary (*pgs. 2-4*)
- VI. Reports
  - A. President – *Russell Pressley*
  - B. Staff Alliance – *Russell Pressley*
  - C. University Assembly - TBD
  - D. Academic and Research Managers - *Karol Weatherby*
  - E. UAA Faculty and Staff Association - *Bob Kizer*
  - F. Safety Committee - TBD
  - G. Diversity Action Council - *Doni Williams*
  - H. Sustainability Council – *Bob Kizer*
  - I. Child Care Taskforce – *Marsha Oberlender (pg.5)*
- VII. Old Business
  - 1. Convocation feedback
- VIII. New Business
  - 1. Accreditation Update – *Megan Carlson 10:45 (pg.6-7)*  
<http://www.uaa.alaska.edu/accreditation/2010.cfm>
  - 2. Diversity - *Marva Watson* – 11:00
  - 3. Retreat Planning (*pg. 8*)
- IX. Information Items
- X. Adjourn

# APT COUNCIL

## Summary

May 7<sup>th</sup>, 2009  
ADM 204  
10:30 a.m. – 12:00 p.m.  
1-800-893-8850  
Pass Code: 7730925

(For Members outside of Anchorage only)

I. Call to Order

II. Introduction of Members, New Members and Guests (*pg. 4*)

X	Julia Martinez, President*		Steve Shiell
X	Russell Pressley, Vice President*	E	Carol Swartz
X	Suzanne Browner **	X	Karol Weatherby*
E	Theresa Lyons	X	Linda Morgan
X	Brian Brubaker	X	Anna Bryant
	Sandra Gravley*		Kristi Elkins
X	Mel Kalkowski**	X	Bob McDonnell
X	Bob Kizer*		

\* University Assembly Rep \*\* University Assembly Rep Alternate

III. Approval of Agenda (*pg. 1*)

*Amendments to agenda:*

*Add Christmas Leave under Old Business*

*Add HR Sustainability under Old Business*

*Add Bike to Work Day under New Business*

*Add Northeast Campus Access under New Business*

*Approved with amendments*

IV. Approval of April Summary (*pgs. 2-3*)

*Approved*

V. Reports

A. President - Julia Martinez

B. Staff Alliance - Julia Martinez

C. University Assembly - Julia Martinez

D. Academic and Research Managers - Karol Weatherby

*Last meeting was April 24<sup>th</sup>*

*Ron Kamahale, acting Director of Human Resources spoke*

*Open Enrollment discussed*

E. UAA Faculty and Staff Association - Bob Kizer

*Met last Friday*

*Rank Legislators*

*Some were downgraded; a few were upgraded from current years*

*Committee will begin work again in August*

F. Safety Committee - Mel Kalkowski

*H1N1 Flu – holding a table top exercise today at 3:30*

*Went over policies and procedures regarding volcanoes*

*Next meeting in September*

- G. Diversity Action Council - Doni Williams
- H. Sustainability Council – Bob Kizer  
*Working on role in university wide sustainability*
- I. Child Care Taskforce – Marsha Oberlender (pg. 5)  
*Report attached*

VI. Old Business

- A. UAA Day of Service Report – Vicky Warren , Russell Pressley  
*1<sup>st</sup> annual UAA Day of Service went well*  
*Approximately 80 volunteers*  
*UAA is ready and willing to serve*
- B. Christmas Leave  
*HR policy on supervisors giving employees permission to use sick leave during the Christmas break*  
*Discussion going on with Bill Spindle, will add to September agenda*
- C. HR Sustainably  
*Council would like to see some HR processes online to cut down on paper waste and time to transport papers all over campus*  
*Mel Kalkowski will work with Bob Kizer to put through to the Sustainability council*

***Motion:***

*Encourage Human Resources to move toward electronic paperwork (specifically time sheets)*

*Unanimously supported by APT Council*

VII. New Business

- A. Compensation Task Force Update – Megan Carlson 10:45 a.m.  
*Megan Carlson and James Yauney are Anchorage campus representatives*  
*Task Force agrees that current performance evaluation system is not working and are uncomfortable with salaries being tied to these evaluations*  
*Working on ways to improve current system. New system will be developed, tested and assessed before going live*  
*Suggestion to make performance evaluations electronic may have better participation*  
*Council felt strongly that input should be being gathered from a broader audience*  
*Please send feedback to Megan at [anmac3@uaa.alaska.edu](mailto:anmac3@uaa.alaska.edu)*
- B. Awards and Certificates  
*Plaques presented to 2008-2009 APT Council officers*  
*Certificates presented to 2008-2009 APT Council members*
- C. Officer Elections (pg. 6)

**President**

*Russell Pressley elected as President*

**Vice President**

*Julia Martinez elected as Vice President*

**University Assembly members**

*Russell Pressley (as APT Council President)*

*Suzanne Browner*

*Linda Morgan*

*Anna Bryant*

*Vince Yelmene (Community Campus Representative)*

*Elected to serve on University Assembly*

D. Retreat Planning for Fall  
*Will discuss at September meeting*

E. End of Year Celebration

VIII. Information Items

A. UAA Development Day – May 14<sup>th</sup>

B. Advocacy Update <http://www.alaska.edu/state/>

IX. Items for September Agenda

*Follow up on Christmas Leave and HR paperwork*

*Retreat Discussion*

*Discussion about road to connect Elmore and Bragaw*

X. Adjourn

## **Childcare Taskforce**

In summary of the FY09 Childcare Taskforce activities, the committee researched area providers via multiple fieldtrips to assess availability and quality of Anchorage childcare, as well as to benchmark industry best practices. Partnerships with community providers were investigated as a means to expand childcare slots available to UAA personnel; however there was not a viable outcome, although Providence may remain an ongoing discussion. Additional revenue sources of student fees, grants, foundation accounts and college-level support for participation in a lab school were explored.

To pursue the goal of expanding quality and affordable childcare at UAA the taskforce offered the following recommendations: 1) Prioritize childcare in space allocations. 2) Provide alternate subsidies for childcare. 3) Examine Tanaina for expansion. 4) Identify funding sources. With prime importance of seeing the recommendations through to action, request was made to reconvene the Taskforce in fall 2009. This has been approved by the Chancellor.

# ACCREDITATION 2010

## UAA Mission Statement

The mission of the University of Alaska Anchorage is to discover and disseminate knowledge through teaching, research, engagement and creative expression. Located in Anchorage and on community campuses in Southcentral Alaska, UAA is committed to serving the higher education needs of the state, its communities and its diverse peoples. The University of Alaska Anchorage is an open access university with academic programs leading to occupational endorsements; undergraduate and graduate certificates; and associate, baccalaureate and graduate degrees in a rich, diverse and inclusive environment.

### UAA Core Themes\*

- Teaching and Learning
- Research
- Student Success
- UAA Community
- Public Square

*\*Each core theme is expanded into objectives, outcomes, and indicators.*

### NWCCU Standards

- 1) Mission, Core Themes, and Expectations
- 2) Resources and Capacity
- 3) Planning and Implementation
- 4) Effectiveness and Improvement
- 5) Mission Fulfillment, Adaptation, and Sustainability

## Highlights

- UAA is serving as a pilot institution as the Northwest Commission on Colleges and Universities (NWCCU) develops new standards and a new process for accreditation.
- The new process: accreditation cycle will be seven years, rather than ten.
- The pilot process: shortened cycle of about two and a half years.
- The process focuses on outcomes and accomplishments as opposed to inputs and processes.
- This process will change the data collection process for all University programs.

## Timeline for Report Submissions (called Chapters)

Done! 3/1/09: Chapter #1: Mission, Core Themes, Goals, and Outcomes (Revised in June, updated version online)

Next! **9/1/09: Chapter #2: Resources and Capacity**

9/30-10/2/09: Site Visit on Chapters 1 & 2

3/1/10: Chapter #3-4: Planning and Implementation, & Effectiveness and Improvement

9/1/10: Chapter #5: Mission Fulfillment, Adaptation, and Sustainability

10/4-10/6/09: Site Visit on the Cumulative Report

\* Each submission builds on the previous chapter(s) and is presented as a cumulative document with any updates since the last submission.

## NWCCU Site Visit is September 30<sup>th</sup> through October 2<sup>nd</sup>

Evaluators will be on campus, in meetings, and at community campuses talking with Deans & Directors, Faculty, Staff and Students!

### Know Your Role in the Site Visit...

- Know how your unit and/or representative group contributes to the mission, core themes, and objectives (Chapter 1 & 2).
- Know how the accreditation standards apply to your unit and operation (Standards).
- Be prepared to discuss how your role within your unit supports the mission with evaluators.

UAA Accreditation 2010 Website (<http://www.uaa.alaska.edu/accreditation/2010.cfm>)

NWCCU Draft Standards Version 4.0 (<http://www.nwccu.org/Standards%20Review/StandardsReview.htm>)

## PURPOSE OF THIS DISCUSSION

Every person in every Academic and Administrative unit should be familiar with the UAA reports and the accreditation processes and standards that pertain to their roles in the institution.

Please consider the following questions and form a response for your unit:

- How can your unit incorporate the core themes, objectives, and outcomes into its operations? (Ch. 1)
- Are your resources and capacities properly deployed to accomplish the mission of UAA? (Ch. 2)
- How can we (faculty, staff, and students) best prepare for the visit of the evaluation team?

As you plan for Fall activities:

- How can your unit best collect and analyze evidence of performance in each of the objectives, based on the indicators in Chapter 1? (This question previews Chapter 3 – analyze and evaluate)
- How can your unit best use evidence collected for improvement of programs and services?

**For each of the documents listed below we are asking your careful review, corrections, and comments. Your plans to assess your effectiveness, use your findings to improve performance, and report your progress to the Commission should be developed in time to collect evidence this semester.**

1. **Standards:** The revised standards focus on achievement of outcomes related to the institution's core themes and mission. Collection and analysis of evidence of that achievement will have to expand in several areas. Your creative input is needed to design the assessment processes that enable us to show compliance with those standards.
2. **Chapter 1 of UAA Accreditation Report** defines the mission of the institution in terms of Core Themes, which are the 5 priorities of the UAA Strategic Plan – 2017. The objectives support the mission and point to the outcomes. Institutional indicators are measurable accomplishments that will be used to determine our success in achieving the outcomes and ultimately the objectives of the core themes. We are defining mission fulfillment as (1) engaging the numbers and populations of students that we are provisioned to reach, (2) incorporating our stated values into our processes and operations and (3) achieving the intended effects in those we engaged. The institutional objectives, outcomes and indicators should be accepted and incorporated into unit expectations. The initial assessment of the institution's overall performance under these standards and definitions is due to the Commission in March 2010. Collection of evidence must begin immediately.
3. **Chapter 2 of UAA Accreditation Report** is designed to show that UAA has available the resources and capacities to accomplish its mission. All sections of Chapter 2 should be reviewed by those who contribute to, and those who rely on, those operations. It is important that we provide honest appraisals of our accomplishments and our abilities to adapt to changing demands with the resources we have available.

**APT Council Retreat**

**Tentative**

**Monday, September 28<sup>th</sup>**

**10:30 am - 2:30 pm**

**LIB 307**

10:30-10:45 Welcome/Overview of APT Council

10:45 – 11:30 Learning Styles Assessment

11:30 Vice Chancellor Bill Spindle

11:45 Provost Driscoll

12 – 1 Lunch w/ Governance Leaders

1:00 – 1:15 Vice Chancellor Bruce Schultz

1:15 – 1:30 Advancement Rep. (TBA)

1:30 – 2:15 Goals, Agenda Items for year, Activities

2:15 – 2:30 Wrap Up