I. Call to Order
II. Introduction of Members

P= Present E= Excused

<table>
<thead>
<tr>
<th>President – Liz Winfree</th>
<th>Vice President – Lori Hart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christine Lidren</td>
<td>Tamah Haynes</td>
</tr>
<tr>
<td>Betty Hernandez</td>
<td>Rebecca Huerta</td>
</tr>
<tr>
<td>Melodee Monson</td>
<td>Liz Winfree</td>
</tr>
<tr>
<td>Dana Sample</td>
<td>Sarah Pace (Kathy Smith)</td>
</tr>
<tr>
<td>Bill Howell</td>
<td>Maureen Hunt</td>
</tr>
</tbody>
</table>

III. Approval of Agenda (pg. 1)
IV. Approval of Summary (pg. 2-4)
V. President’s Report

VI. Administrative Reports
   A. Chancellor Tom Case (pg. 5-14)
      Case Notes http://greenandgold.uaa.alaska.edu/chancellor/casenotes/
      FAQ http://www.uaa.alaska.edu/chancellor/
   B. Provost & Executive Vice Chancellor Bear Baker
   C. Vice Chancellor of Administrative Services Bill Spindle
   D. Vice Chancellor of Advancement Megan Olson
   E. Vice Chancellor for Student Services Bruce Schultz (pg. 15-19)

VII. Governance Reports
   A. System Governance Council (pg. 20)
   B. Staff Alliance
   C. Classified Council
   D. APT Council
   E. Union of Students/ Coalition of Students
   F. Alumni Association
   G. Faculty Senate/ Faculty Alliance

VIII. Old Business
   A. Assembly Meeting Time

IX. New Business
   A. UA President Patrick Gamble 1:30
   B. University Assembly Constitution and By-law Revisions (pg. 21-28)

X. Information/Attachments
   A. Upcoming Governance Events (recurring item)

XI. Adjourn
September 12, 2013
1:00 - 3:30 p.m.
ADM 204

I. Call to Order

II. Introduction of Members

P= Present    E= Excused

<table>
<thead>
<tr>
<th>X</th>
<th>President – Liz Winfree</th>
<th>Vice President – Lori Hart</th>
</tr>
</thead>
<tbody>
<tr>
<td>E</td>
<td>Christine Lidren</td>
<td>X Kathleen McCoy (Tamah Haynes)</td>
</tr>
<tr>
<td>X</td>
<td>Betty Hernandez</td>
<td>X Rebecca Huerta</td>
</tr>
<tr>
<td>X</td>
<td>Melodee Monson</td>
<td>X Sarah Pace</td>
</tr>
<tr>
<td>X</td>
<td>Dana Sample</td>
<td>E Kathy Smith</td>
</tr>
<tr>
<td>X</td>
<td>Bill Howell</td>
<td>X Maureen Hunt</td>
</tr>
</tbody>
</table>

III. Approval of Agenda (pg. 1)

Approved

IV. Approval of Summary (pg. 2-3)

Dianne Tarrant was present
Tamah Haynes name was misspelled
Approved as amended

V. President’s Report

No report

VI. Administrative Reports

A. Chancellor Case (pg. 4-9)

Case Notes http://greenandgold.uaa.alaska.edu/chancellor/casenotes/
FAQ http://www.uaa.alaska.edu/chancellor/
Participated in the commencement exercise at the Anchorage campus
Anticipating a great year ahead

B. Provost & Executive Vice Chancellor Baker

Not present

C. Vice Chancellor of Administrative Services Spindle

Not present

D. Vice Chancellor of Advancement Olson (pg. 10-11)

The fourth annual Green and Gold Gala is being held September 28th; Approximately 425 alumni will be attending
Discussed employee transitions and current positions that are open within Advancement

E. Vice Chancellor for Student Services Schultz (pg. 12-16)

Thanked individuals who participated in the campus kickoff event; over 2,000 individuals participated
One of the biggest initiatives underway is within the Division of Student Access and Transition; the priority is set on advancing their academic advising ethos
Mandatory orientation and advising pilot reached 900 degree seeking students (students in this cohort include those who graduated from high school with less than a G.P.A of 2.5, students placed in a developmental preparatory English or math, and UA and Alaska Performance scholars). Goal is to ensure at least 90% of students in this cohort see and have a meaningful interaction with an academic advisor before November 8th. Proactively communicate expectations to the students in this cohort.
Created an academic advising hotline (786-1000)
MapWorks is in its fourth year; The faculty referral program that was piloted through MapWorks last year has been made a standing program this year that all faculty can utilize
Fifth consecutive year of UAA being considered a military campus; Seawolf boot camp program is being offered again this year
Leading a campus-wide committee for military appreciation week November 10th-17th
Distributed a new organizational chart of Student Affairs

VII. Governance Reports
   A. System Governance Council
      Have not met
   B. Staff Alliance
      Representatives not present
   C. Classified Council
      A joint APT and Classified Council retreat was held on September 5th
      During the retreat the councils participated in a successful goals brainstorming session in which
      the goals will be voted on during the October meeting.
   D. APT Council
      A joint APT and Classified Council retreat was held on September 5th
      During the retreat the councils participated in a successful goals brainstorming session in which
      the goals will be voted on during the October meeting.
   E. Union of Students/ Coalition of Students
      No representative present
   F. Alumni Association
      No representative present
   G. Faculty Senate/ Faculty Alliance (pg. 17)
      Discussed the prioritization process and timeline
      Faculty Alliance retreat was held in August
      Faculty Alliance continues to respond to issues from statewide
      Faculty Alliance’s First regular meeting is September 13th

VIII. Old Business

IX. New Business
   A. Election: Assembly Vice President
      Lori Hart has volunteered to be the 2013-2014 Vice President
   B. Student Satisfaction Survey Presentation, Susan Kalina (pg. 18)
      This request came from Dana Thomas from Statewide, who is interested in looking at best
      practices in working with boards.
      Nationally boards are looking at student satisfaction surveys and he has asked the campuses to
      look into a common student satisfaction survey across the statewide system.
      Three focus groups have been scheduled; Focus groups are looking for information that would be
      useful to include in a common survey and asked for representation from the governance groups to
      be a part of the discussion. Questions or comments can be emailed to Ester Bayne.
   C. CAS Restructuring Discussion, Patricia Linton
      CAS has four different divisions (Natural Sciences, Social Sciences, Humanities, Fine Arts); the
      past structure had administration at the departmental level
      Approximately one year ago, each division received an associate dean.
      Surveyed how to best staff each division and department and had surprising number of staff who
      were not busy, bored, or not consistently challenged.
      Dean Stalvey decided to work through an administrative hub structure with a cluster of staff
      members for each division
      Each hub has an assistant to the Associate Dean who oversees/supervises staff members (divided
      in three categories: student services, faculty services, media services)
      All staff are full-time
      Jobs remained parallel or received a higher grade level; none of the jobs were re-graded lower
Restructuring allows the college to double its number of advisors
Have only two fewer positions than the original structure

D. Assembly Meeting Time Discussion
   A Doodle poll will be sent out to the council to determine which time will work best
   Questions were raised on which Friday (third or fourth) will work better and whether this will be
done each semester

X. Information/Attachments
   A. Upcoming Governance Events (recurring item)
   B. Questions for President Gamble email kswiante@uaa.alaska.edu

XI. Adjourn
September 2013

Dear UAA Community,

It’s amazing how fast we ramp up in the fall. Kudos to faculty, staff and students for making it go so smoothly.

Every day at UAA we strive to ensure our students are at the heart of everything we do as we demonstrate our commitment to their success. At Faculty Staff Convocation this month we had a chance to recognize innovative and meaningful ways faculty & staff are helping students succeed.

From involving undergraduate students in research to organizing cultural events, guest speakers and workshops that engage students on important topics outside of the classroom, faculty and staff strive to make UAA a place that supports the personal journeys of our students.

Congratulations to faculty promoted and granted tenure this year, more here. And thank you to staff for their many years of service, more here.

We can never say thank you enough to faculty and staff for the work you do to make UAA a place where lives are changed and dreams are realized.

To our students, thank you for all of your hard work, determination and commitment to your education. Thank you for giving us the privilege of supporting your success!

Student notes
Alaska Native Science and Engineering Program students Mike Ulroan and Forest Rose Walker (above), along with School of Engineering student John Harriss spoke at the groundbreaking for the new Engineering & Industry Building telling the audience about the importance of engineering at UAA to their lives.

---

**Faculty notes**

Andrew Romerdahl, UAA alumnus and general manager at Pacific Tower Properties, is serving as the first College of Business and Public Policy Weidner Chair. [Full story here.](#)

UAA Assistant Professor of Psychology, Dr. Joshua Swift won the Norine Johnson Psychotherapy Research Grant for $10,000 from Division 29 (Psychotherapy) of the American Psychological Association.

---

**Athletic notes**

Welcome to Keith Hackett, UAA's new athletic director, who brings 36 years of higher education experience to Seawolf Athletics.

---

**Program Prioritization note**

The chairs of both the Academic Task Force and the Support Task Force, as well as Provost Baker and Vice Chancellor Spindle, will share information about where we are in the prioritization process. They will also be available to answer questions raised by faculty and staff. Briefings will be held in the UAA/APU Consortium Library, Room 307 on the following days:

- Oct. 2, 3:00 - 4:30 p.m.
- Oct. 3, 3:00 - 4:30 p.m.
Oct. 4, 11:00 a.m. - 12:30 p.m.

To keep up to date on the process, go to the website.

Development note

Princess Cruise Lines Ltd. and Holland America Line Inc. are donating $1 million to UA programs, a large portion of which will go to fund renovations of the Lucy Cuddy Hall, supporting the Culinary Arts, Hospitality/Dietetics and Nutrition programs.

Alumni notes

The Green and Gold Gala, was the most successful ever, honored 2013 Alumni of Distinction recipients Sophie Minich '89, Susan LaBelle '84 and Stephen Trimble '08 for their outstanding contributions to the university and community. The sold out event raised money for student scholarships.
Grant note
UAA is partnering with 12 other universities on a $20.3 million grant from the National Institutes of Health (NIH) to create a research network that will expand partner universities' capacity to put clinical research into practice to address health problems—cancer, diabetes, cardiovascular and autoimmune disorders and obesity.

Publication note
The Alaska Justice Statistical Analysis Center (AJSAC) August 2013 Fact Sheet presents information on driving under the influence (DUI) and driving while intoxicated (DWI) arrests made by Alaska police agencies 2000-2011. The fact sheet is by Brad A. Myrstol, director of AJSAC.

Program note
The Northwest Commission on Colleges and Universities has approved the proposed Master of Science in Mechanical Engineering at UAA.

As we head into October join me at Seawolf Volleyball, Seawolf Hockey, Homecoming events including the Kendall Classic.

Keep charging on and stay safe.

Tom Case
STATEWIDE

Facilities and Land Management
In compliance with the Board-approved campus master plan, the final closing for acquisition of one residential lot located next to the Kachemak Bay Campus occurred. It is designated educational land.

UAA

In FY13, 346 awards (including 13 UA Foundation), valued at $33.4M ended, many due to the time limit of September 30, 2013, imposed by the American Recovery and Reinvestment Act (ARRA). During the first three months of FY14 we have nearly made up for this loss with 84 new awards totaling more than $21M in new income received or noticed. UAA also has 434 multi-year awards with $53M to tentatively be billed this year. Awards reported above are for research, instruction, public service, academic support, student services, institutional support, scholarship/fellowship, and federal financial aid. The impact of the governmental shutdown on these awards is hard to determine at this point.

UAA is reviewing government shutdown impacts to students and proactively communicating with them for planning and supporting temporary work-arounds.

Kodiak College students who took the Accuplacer assessment for Fall 2013 and received scores which placed them at either the Math 054 or Math 055 were advised to enroll in a four-day, non-credit, free Fast Track Math Lab prior to the start of Fall courses. Math Chair Associate Professor Jesse Mickelson, who developed and taught the lab as a faculty service, reported that 78% of those who completed and retested scored into a higher course, saving each student the cost ($564) of taking the full developmental course.

The Celebrity Chef Invitational raised $50,000 for scholarships for culinary arts students, the most ever. UAA’s Green and Gold Gala Alumni event raised close to $100,000 for scholarships, also the most ever.

UAA Athletics is partnering with Joint Base Elmendorf-Richardson to offer 500 tickets to military personnel for the Kendall Classic hockey tournament October 11-12. Complimentary tickets are being provided courtesy of Alaska USA Federal Credit Union.

An article by Dr. Paul White of the Anthropology Department -- “The Rise and Fall of the California Stamp: Historical and Archaeological Perspectives on the Aging of a Technology” -- won the Robert M. Vogel Prize as best article over the last three years in IA: The Journal of the Society for Industrial Archaeology.

Ten student volunteers helped Facilities staff plant 800 trees at the Mat-Su Experimental Farm as part of UAA’s “No Net Tree Loss” policy. UAA’s Horticulture shop gave a tree tour to 3rd graders from Gladys Wood Elementary – showcasing the extensive array of tree species on the Anchorage campus.
David Driscoll, the Associate Dean for Research, in collaboration with members of the College of Health Interdisciplinary Research Advisory Committee, selected the first two successful applications for internal funding to support interdisciplinary research.

**UAF**

UA Museum of the North researchers discovered a major new site for dinosaur fossils in Alaska along the Yukon River. The trip netted about 2,000 pounds of dinosaur footprints for the museum’s collection. Earth sciences curator Pat Druckenmiller says this is the kind of discovery researchers would have expected in the lower 48 states 100 years ago. In addition, a complete marine reptile thalattosaur fossil, discovered near Kake in 2011 and moved to the museum, may be a new species. Druckenmiller says the specimen, which inhabited the seas 210 million years ago, is the most complete example of this group of reptiles ever found in North America.

Researchers have completed an extensive exploration of how quickly ice is melting underneath a rapidly changing Antarctic glacier, possibly the biggest source of uncertainty in global sea level projections. Physics Professor Martin Truffer and Tim Stanton, an oceanographer with the Naval Postgraduate School, took measurements of the undersea melting process underneath the Pine Island Glacier on the West Antarctic Ice Sheet. The bottom of the ice in that sector of Antarctica is grounded well below sea level and is particularly vulnerable.

In an effort to reduce slips, trips and falls on the Fairbanks campus, UAF has expanded its ice cleat program to include all students and staff and has provided a way for employees to order online.

Chancellor Brian Rogers and several members of his cabinet participated in Disability Awareness Month in October by using wheelchairs and vision impairment goggles. Access Alaska, a Fairbanks-based nonprofit organization, provided the wheelchairs and goggles, and participants shared their experiences during a public panel. The UAF Office of Diversity and Equal Opportunity sponsored the event.

A $40,000 grant from the Verizon Foundation will support a contest at UAF to create an app to share information about the Sustainable Village student housing. The goal is to develop a user-friendly cell phone or tablet app that will provide instant information about the Sustainable Village. Each unit is a research project itself, in an effort to study a variety of sustainable building techniques, and students have the opportunity to participate in the research and a sustainable lifestyle.

Jim Pruitt, a 1973 UAF School of Management (SOM) alumnus and longtime supporter, made a gift to establish the Green Island Scholarship. The scholarship benefits SOM freshmen and sophomores who are part of the Western Undergraduate Exchange program with an annual award of $6,000. William and Carelyn Reeburgh donated stock valued at $30,166.80 to their named fund to support graduate student fieldwork in the School of Fisheries and Ocean Sciences. The Sitnasuak Native Corp. donated $85,000 to the Alaska Center for Energy and Power at UAF to support research on rural power development. Usibelli Coal Mine Inc. recently established a new endowed scholarship with a gift of $103,000 to support SOM students. They also made a $10,000 gift, continuing their support of the UAF CTC diesel/heavy equipment program. The new College of Engineering and Mines Student Enhancement
Fund received a $20,000 gift from Shell Exploration and Production Co.

The UA National Science Foundation (NSF) EPSCoR senior leadership team completed the required first-year reverse site visit at the NSF headquarters Sept. 25. NSF uses this visit for post-award management of its Track-1 EPSCoR awards and to determine if UA has successfully met the first-year goals and objectives of its $20 million cooperative agreement. Initial feedback was positive and constructive.

For additional highlights visit www.uaf.edu/chancellor/highlights/.

**UAS**

The Sitka Campus is the recipient of a $2.5 million grant that will expand and enhance FSMI and the UAS Fisheries Technology degree program in community campuses from Southeast Alaska to the Bering Sea. The award, which extends over four years, is being made through the Trade Adjustment Assistance Community College and Career Training (TAACCCT) grant program under the US Department of Labor’s Employment and Training Administration. With this funding, students in coastal communities will be able to earn occupational endorsements, certificates, and degrees that will enhance their employability in Alaska’s fisheries, seafood, and maritime industries. The funding is an important step forward in fulfilling UA’s FSMI initiative in these sectors, which employs thousands of workers across the state. The funding also supports greater collaboration with industry.

Assistant Professor of Alaska Native Languages Xh’unei Lance Twitchell has received one of five Connie Boochever Fellowships for 2013, the Alaska State Council on the Arts recently announced, and was named a Literary Arts Fellow. The $2,500 fellowships are awarded every other year to emerging artists in disciplines alternating between the visual arts and the performing and literary arts. Twitchell writes a regular column on Alaska Native Languages for the Juneau Empire and contributes periodic blog entries for the Huffington Post.

An ancient forest has thawed from under the melting Mendenhall Glacier and is now exposed to the world for the first time in more than 1,000 years. Stumps and logs have been popping out from the glacier into Mendenhall Lake for nearly the past 50 years.

Environmental Science undergraduate Jamie Pierce has been selected to receive an Alaska Space Grant Fellowship for the 2013-2014 academic year. Jamie will continue working with Environmental Science faculty mentor Eran Hood on building a network of remote, real-time weather stations around the Juneau Icefield.

PRESIDENT’S COMMENTS

Academics:
- Spoke again this semester to two classes in the business ethics course at UAF.
- At the joint Statewide Academic Council and President’s Cabinet meeting in Juneau, we discussed tuition, eLearning, mining initiatives recommendations, IPEDS reporting, and effects statements.

Administrative:
- TIAA-CREF presented a seminar to senior management system-wide on 2013 income and estate tax considerations.
- Call from Brendan Kelly on the White House staff, assistant director of the Office of Science and Technology Policy, Polar Science Office. Bob McCoy joined the discussion, which covered the university’s attempt to save the High Frequency Active Auroral Research Program (HAARP) and an idea the White House Office of Science has for UA to broker federal and state meetings on US Alaska-Arctic policy formation.

Governance:
- Met with the Coalition of Student Leaders Thursday evening.

U Relations:
- Met with the Juneau Empire editorial board. UA Public Affairs Director Kate Ripley sat in.
- Chancellor Pugh and I met with the UAS Provost’s Council. I addressed the final phase of Shaping Alaska’s Future.
<table>
<thead>
<tr>
<th>Proposal Type</th>
<th>Proposal Category</th>
<th>Department</th>
<th>PI</th>
<th>Title</th>
<th>Project Start Date</th>
<th>Project End Date</th>
<th>Funding Agency</th>
<th>Award Date</th>
<th>Amnt ($1,000)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Non-competitive</td>
<td></td>
<td>Undergrad Research</td>
<td>Taylor, Barbara Elan</td>
<td>BUILDing Bridges in Alaska</td>
<td>1-Oct-13</td>
<td>31-Mar-14</td>
<td>National Institutes of Health</td>
<td>26-Sep-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CNSM Division of Research</td>
<td>Dasher, Douglas H</td>
<td>UAF technical support at Amchitka Island Underground Nuclear Test Site for the AK Dept. of Env.</td>
<td>1-Oct-13</td>
<td>30-Jun-18</td>
<td>AK Department of Environmental Conservation</td>
<td>30-Sep-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Museum Research &amp; Collections</td>
<td>Sikes, Derek S</td>
<td>Baseline Surveys of Arthropods in Alpine and Subalpine Habitats in Southeast Alaska FY 14</td>
<td>1-Jul-13</td>
<td>30-Jun-14</td>
<td>Alaska Department of Fish &amp; Game</td>
<td>24-Sep-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CEM INE General Research</td>
<td>Holdmann, Gwen Pamela</td>
<td>Foundation Money for the Pildrim Project</td>
<td>1-Jul-13</td>
<td>30-Mar-15</td>
<td>Afognak Native Corporation</td>
<td>1-Oct-13</td>
</tr>
<tr>
<td></td>
<td>Basic Research</td>
<td></td>
<td>CNSM Division of Research</td>
<td>O'Hara, Todd Michael</td>
<td>Develop the Rural Alaska Monitoring Program (RAMP), to assess, monitor, model and adapt to the environmental health impact of climate warming in rural Alaska</td>
<td>1-Sep-12</td>
<td>31-Aug-16</td>
<td>Other Local Government</td>
<td>27-Sep-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>IARC Admin &amp; Operations</td>
<td>Gibson, Georgina Anne</td>
<td>Cook Inlet Model Validation</td>
<td>1-Jul-13</td>
<td>30-Jun-15</td>
<td>Alaska Department of Fish and Game</td>
<td>30-Sep-13</td>
</tr>
<tr>
<td>Proposal Type</td>
<td>Proposal Category</td>
<td>Department</td>
<td>PI</td>
<td>Title</td>
<td>Project Start Date</td>
<td>Project End Date</td>
<td>Funding Agency</td>
<td>Award Date</td>
<td>Amnt ($1,000)</td>
</tr>
<tr>
<td>---------------</td>
<td>------------------</td>
<td>------------</td>
<td>----</td>
<td>-------</td>
<td>-------------------</td>
<td>-----------------</td>
<td>----------------</td>
<td>------------</td>
<td>--------------</td>
</tr>
<tr>
<td>MAU</td>
<td>Type</td>
<td>Category</td>
<td>SFOS IMS</td>
<td>Winsor, Peter</td>
<td>Arctic Call Library</td>
<td>1-Jun-13</td>
<td>31-May-14</td>
<td>Alaska Ocean Observing System</td>
<td>3-Oct-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Faculty and PI's</td>
<td>Rolf</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public Service</td>
<td></td>
<td>AFES</td>
<td>Kennedy, Catherine M</td>
<td>AGA Operations and Program Activities</td>
<td>1-Sep-13</td>
<td>1-Nov-14</td>
<td>National Geographic Education Foundation</td>
<td>30-Sep-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sustainable Agriculture Dept</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>Basic Research</td>
<td>IARC Geog Info Network of AK</td>
<td>Heinrichs, Thomas Alan</td>
<td>Imiq - Hydro/Climate Database: Migration to Open Source Platform and Creation of Map Service Interfaces and Displays</td>
<td>1-Jan-13</td>
<td>31-Dec-13</td>
<td>U.S. Fish and Wildlife Service Arctic LCC</td>
<td>20-Sep-13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Renewal Non-competitive</td>
<td>Basic Research</td>
<td>CNSM Division of Research</td>
<td>O'Hara, Todd Michael</td>
<td>Alaska Pinnipeds Contaminants Ecology FY14</td>
<td>1-Aug-13</td>
<td>30-Jun-14</td>
<td>AK Department of Fish &amp; Games</td>
<td>27-Sep-13</td>
</tr>
</tbody>
</table>

**UAF Total**

**Grand Total**

968.2

968.2
Coordinator of Student Affairs Research, Assessment & Staff Development Whitney Brown hosted a series of four Student Learning Outcomes and Assessment Planning Workshops. After completing the workshops, departments have submitted at least two student learning outcomes and plans for assessing each to the Office of Student Affairs.

Coordinator Brown continues to support departments in improving and conducting quality assessment activities. Projects include the Emerging Leaders Program Pre-Assessment, Student Union & Commuter Student Services Mentor Program Pre-Assessment, and the UAA Student Leaders Assessment.

The Assessment Team (A-Team) has expanded to 11 members, representing a variety of departments within Student Affairs. The newest A-Team members are: Danny Elmore, Paula Urturbey-Fish, Kevin Kristof, Lindsae Negri and Dana Sample.

In a dedicated effort to advance the student affairs profession and support staff well-being, Coordinator Brown conducted a Staff Development Needs and Interest Inventory which will be utilized to plan development opportunities and the UAA Student Affairs Conference that best meet the needs of staff while being a responsible steward of resources.

The Military & Veteran Student Resource Center (MVSRC) worked with Army One Source and the Alaska National Guard to conduct a military and veteran familiarization workshop for 47 personnel from local community resources who directly affect this population. During this event, participating organizations trained members of state and municipal government as well as members of local non-profits and local businesses.

MVSRC participated in a Yellow Ribbon event at the National Guard Armory to welcome home 23 Alaska National Guard and Air National Guard deployers.

MVSRC staff held a GI Bill training session for 36 service members, veterans and family members at the JBER-Richardson Education Center. This training clarifies the benefits and the processes for utilization.

MVSRC staff conducted one-on-one training sessions with 63 military, veteran and dependent students to aid them in the effective use of benefits while pursuing their education.
Disability Support Services (DSS) launched the annual DSS Building Blitz for creating campus-wide inclusion for UAA students experiencing a disability. An accessibility team (which includes the Building Managers, Facilities, Maintenance, Environmental Safety, Housekeeping, Landscaping, and others as appropriate) meet Friday mornings to resolve any accessibility issues on the UAA campus.

As of October 2, students completed 236 exams in DSS's lab. DSS also processed 163 Alternate Format Material requests. Alternate Format Material is a conversion for textbooks into a medium appropriate for students with disabilities: i.e. audio book, Braille, etc.

Multicultural Center staff member Leo Medal was recognized at the 2013 Faculty and Staff Convocation, winning the Chancellor’s Award for Excellence in Service to Community.

The UAA Office of International & Intercultural Affairs (OIIA) selected Mr. Andre Thorn, Director of the Multicultural Center, as the UAA Representative to the AHA International site visit to Accra, Ghana from February 19-23, 2014. AHA International is a study abroad organization dedicated to increasing intercultural competency and international awareness.

Native Student Services (NSS) hosted the Bristol Bay Economic Development Corporation (BBEDC) on September 25 and 26. BBEDC funds a number of rural UAA students from the Bristol Bay region. BBEDC visits the UAA campus during the fall and spring semesters to meet with students from their service area.

NSS featured a representative from the First Alaskans Institute (FAI) for the September 26 Indigenous Values discussion. The Indigenous Values discussions are held weekly on Thursday from 12 noon until 1 pm in the NSS lounge in RH 108.

The Student Support Services (SSS) program achieved a 73% satisfactory academic standing (SAS) rate among students that re-enrolled for 2013 Fall semester. The overall SAS rate achieved for both first-year and re-enrolled students is 81% and exceeds the programmatic goal of 70%.

Seventy-seven percent of students served by SSS during the 2012-2013 academic year re-enrolled in courses for Fall 2013 or have completed degree requirements for graduation.
Enrollment Services is watching carefully the impact of the federal shutdown on UAA students. The situation seems to change a bit every day, but below is what’s known as of October 7:

Federal Student Aid: Programs are minimally impacted both short and long term. Funding for the two main programs (Pell and Direct Student Loans) is not affected, and the Department of Education is keeping offices staffed as best they can so delivery of aid to schools and students continues.

VA Educational Benefits: No impact at this time, but the VA is warning that after October 29 they will not have funds to pay benefits in November or future months unless the shutdown has ended.

Tuition Assistance: This program for active duty soldiers is suspended to any new claims and no payments will be made for classes starting on or after October 1. The deadline to drop UAA late starting classes is one week (including weekends) from the first day of class, and must be done using a Drop Form – not through UAOnline.

International Students: Delays in processing every type of action can be expected. Students interested in Optional Practical Training (OPT) should contact David Racki in Enrollment Services to discuss what the slow processing times might mean for them. Incoming students will have difficulty getting visas because consular services overseas are very limited. Social Security offices are closed so international students that need a social security card to work on campus will not be able to get one.

After delays related to DegreeWorks being down for upgrades and staff changes, the VA Certification office was able to clear a backlog of approximately 475 certifications in 10 days through a great team effort and some long hours. Wait time for certifications has returned to the normal level of three days, and will remain so until the start of spring semester when the volume will cause the wait time to increase temporarily to 7 – 10 days.

Enrollment Services welcomes the following new staff:

Office of the Registrar: Dana Urbanek, Registration Specialist, replacing MaryJean Rose who has moved out-of-state.


Student Information Office (UAA One Stop): Kevin Kristof, Assistant Director. Kevin joins us after twelve years as Student Services Manager and Registrar for UAF’s Lower Kuskokwim Campus.
STUDENT ACCESS, ADVISING and TRANSITION

MAP-Works went live on September 22 with 1,608 first-year and 4,029 sophomore students invited to complete the survey. MAP-Works will become an early alert faculty referral system for all faculty teaching undergraduate students at UAA (Anchorage campus) with a total of 12,842 students uploaded into the system. Faculty can easily and confidentially make referrals about their students and staff will respond to provide appropriate support.

MAP-Works Mentorship Program works in collaboration with Student Life & Leadership, Residence Life, New Student Orientation, Advising & Testing, and Student Union & Commuter Student Services. The mentorship program will pair MAP-Works students interested in having a mentor with student leaders who are interested in mentoring peers in their transition to UAA.

UA Scholar & Alaska Performance Scholar Meet and Greet will be held at 7 - 8 pm on October 11 at the Student Union Cafeteria. Faculty, advisors and university administrators are invited to connect with scholars.

Fall Preview Day, an event that brings approximately 600 students and parents to campus, will be held on Friday, November 15. This is an opportunity for prospective students to see what life as a Seawolf is like firsthand. If your department would like to participate, please contact the Recruitment Team at 786-1543.

New Student Recruitment will be participating in College Application Week, November 18-22. This event, sponsored by the University of Alaska, encourages students throughout Alaska to apply early to Alaska universities. The program seeks to foster a strong college-going culture within Alaska.

Joanne Von Pronay from the Advising and Testing Center won the Chancellor’s Award for Service to Students.

Alaska College and Career Fair 2013, hosted at the Egan Convention Center from October 20 to 21, will host more than 90 vendor booths. This event is free and open to the public.

The U.S. Department of Education continued funding of the EOC program for the 2013-2014 academic year to serve 830 participants.

Howls Days 2013 (new student orientation) had 1,023 students and 252 guests in attendance (9.3% increase from Fall 2012). Of the 666 students surveyed, 98% indicated they understand the university’s expectations regarding conduct and academic integrity; 93% indicated their questions were adequately answered; 88% indicated Howls Days made them feel excited about UAA.

During the week of September 30 – October 4, UAA FUSION (For Unity and Service In Our Neighborhoods) is providing university students with volunteering opportunities at seven local agencies (Anchorage Gospel Rescue Mission, AWAIC, Bean’s Café, Food Bank of Alaska, Kids’ Corps, Mt. View 21st Century, and Tanaina Child Development Center). One hundred fifty-four students registered to serve on 24 projects.
The Dean of Students Office hired Lisa Terwilliger to serve as the UAA Care Team Coordinator and Stephanie Whaley to serve as Title IX Investigator.

Career Services Center (CSC) partnered with the Accounting Department to host Accounting Week during September 23-27. CSC is finalizing plans for the 2013 Fall Career Fair on Thursday, October 17 from 10 am – 3 pm in the UAA Student Union. CSC will host ConocoPhillips on-campus interviews November 6.

The Alcohol, Drug, and Wellness Educator is partnering with UAA Integrated Suicide Prevention Initiative on several programs in October, including National Depression Screening Day on October 10 and movie screenings of the film *Call Me Crazy* on both October 8 and October 10. *Call Me Crazy* is a film about mental illness.

The Department of Residence Life's Sustainability Collateral, in collaboration with the Office of Sustainability, will be hosting a recycling competition in the month of October. The Main Apartment Complex will host its annual “MAC-O-Lantern Mania” on October 25 in the MAC Shack from 4 – 7 pm.

As of September 26, the First Year Experience community in North Hall has a 62% response rate on the MAP Works survey.

East Hall Residence Coordinator Dion Crommarty is working with University Housing to create a fireplace training for Temple Wood Apartments to minimize fire risk.

Homecoming Week 2013 is full of opportunities starting October 10 with the Shopping Cart Parade. Concert Board presents the 20th Annual A Cappella Festivella and, in collaboration with Alumni Relations, will host an alumni pre-show reception October 17. The USUAA Homecoming Dance wraps up the week on Friday, October 18. See [www.uaa.alaska.edu/homecoming](http://www.uaa.alaska.edu/homecoming) for a complete schedule.

The Emerging Leaders Program and Student Activities sponsored motivational speaker and trainer Jay Zarr for three workshops in September. Over 80 students and staff members participated in sessions on actions and attitudes, team building, and values that stick.

Student Union & Commuter Student Services (SU&CSS) launched a student peer mentor program that engages all SU&CSS student staff. SU&CSS also collaborated with Academic Affairs and the Dean of Students Office to coordinate the 2013 Fall Law School Fair on September 19.

SU&CSS is hosting the upcoming events: Safe Zone Ally Training on October 11 from 1 – 3 pm in the Student Union Lyla Richards Conference Room and the 2013 Pride Conference on October 12 from 8 am – 5 pm in the Student Union.

In collaboration with the Alcohol and Drug Awareness Educator, the Student Health & Counseling Center (SHCC) will host National Collegiate Alcohol Awareness Week (NCAAW), scheduled for October 21-25. SHCC will also host its annual Health Fair on October 16.
System Governance Council report:

Council met September 23rd. Several reports to include:

- UA College Savings Plan - employees can use payroll deduction for saving...$25/pay period minimum

- UAF: Faculty passed administrative review and how they will be interacting with it. Compiling a Staff survey on Smoke Free/Tobacco Free campuses. Students discussing differential tuition - which was explained at the April 13 meeting by Dean Herrmann (School of Managements proposal). Alumni has a class of ’63 reunion & gala

- UAS: no report from faculty or staff. Students discussed differential tuition, proposed network fee increase and local housing committee concerns. Alumni had a busy summer - golf tournament, Mariners game, picnic, fundraising cruise for UA Foundation, etc.

- SW: Bylaw changes were approved and reflect the VP of Academic Affairs as their direct report. Received survey feedback on Smoke Free/Tobacco Free Campuses. Working on performance Evaluation.

Further discussion on the Smoke Free/Tobacco Free issue and the members were encouraged to go back to their groups and bring resolutions to the council in October

Joe Hayes is the Chair of System Governance Council for 13-14 academic year.
CONSTITUTION OF THE UNIVERSITY ASSEMBLY
OF THE
UNIVERSITY OF ALASKA ANCHORAGE

ARTICLE I. NAME

Section 1.

The name of this organization shall be the UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF ALASKA ANCHORAGE (herein called the Assembly).

ARTICLE II. PURPOSES, RESPONSIBILITIES, STRUCTURE, AND AUTHORITY

Section 1. Purpose

The purposes of the Assembly are:

A. To provide official representation for the alumni, APT (administrative, professional, technical) staff, classified staff, faculty, and students of the University of Alaska Anchorage in matters that affect the general welfare of the University and its effectiveness in pursuit of (1) its goal of excellence in teaching, research, and service, (2) the development of professional careers for all employees, (3) the rights of students, and (4) the concerns of the alumni.

B. To function as an advisory, coordinating, and legislative body, having primary authority to initiate, develop, review, and recommend policy pertinent to the University of Alaska Anchorage including, but not limited to, issues not covered by collective bargaining agreements or applicable state or federal laws that relate to:

- Budget
- Tuition and Fees
- Human Resources policies pertaining to Health and Safety, ethics
- Security and Transportation
- Space Utilization and Planning
- Academic Resource utilization-including computers, library and facilities
- Parking
- University obligation to students, faculty, staff and alumni
- Academic Calendar
- Advisement, recruitment, and retention of students

Furthermore, the University Assembly shall upon request of the Chancellor function as an advisory body having secondary authority to review and recommend policy on

- Review of Instruction
- Admission Standards
- Grading Policies
- Course availability
- Transfer policies

B. To provide consultative services to the Chancellor of the University of Alaska Anchorage by considering all matters referred to it by the Chancellor or by the Assembly constituency.
C. To provide consultative service to the representative groups on issues related to their respective areas of responsibility.

D. To provide for representation to the Systemwide Governance Council.

Section 2. Responsibilities

A. Specific Authority

The Assembly shall carry out its responsibilities and functions subject to the policies and procedures of the Board of Regents. The Assembly's actions will be binding subject to approval by the Chancellor, in accordance with ARTICLE X of this Constitution.

B. Delegated Authority

The Assembly delegates legislative authority to its component bodies as established in ARTICLE II, Section 3, of this Constitution. The Assembly may review, comment on, and recommend changes in any actions taken by its component bodies but the Assembly shall not have veto power over actions taken by its component bodies.

Section 3. Structure

The Assembly shall be composed of the following component bodies:

A. The University of Alaska Anchorage APT Council. (Herein called the APT Council).

B. The University of Alaska Anchorage Classified Council. (Herein called the Classified Council.)

C. The University of Alaska Anchorage Faculty Senate. (Herein called the Faculty Senate.)

D. The Union of Students of the University of Alaska Anchorage. (Herein called USUAA.)

D.E. The University of Alaska Anchorage Alumni Association

ARTICLE III. MEMBERSHIP

Section 1. Representation

The Assembly shall be composed of representatives of all component bodies and others as provided in ARTICLE III, Section 2, of this Constitution.

Section 2. Membership

The Assembly shall consist of not more than five (5)-voting representatives from each of the component bodies listed in Article II, Section 3, of this Constitution. Additionally, there shall be seven (7) ex-officio members including: the Chancellor, five (5) administrative representatives appointed by the Chancellor, and one (1) representative from the UAA Alumni Association, plus other representatives as specified in ARTICLE IV of this Constitution.

Section 3. Recall
Any member of the Assembly may be recalled by the electing constituency from which the member was chosen. Such recall shall be in accordance with the procedures established by the member's governance body.

ARTICLE IV. OFFICERS

Section 1. Officers

The Assembly shall, by a majority vote, choose two (2) officers: a President and Vice President.

Section 2. Term of Office

The President and Vice President will serve for a period of one year, and shall assume office at the last regularly scheduled Assembly meeting of the academic year.

Section 3. Election of Officers

The Assembly President and Vice President shall be elected from the Assembly provided that the president and the vice president are not elected from the same component body. Those positions in the Assembly shall be replaced by alternates from their component groups.

ARTICLE V. COMMITTEES

Section 1. Standing Committees

The committees of the Assembly shall be those specified by the Bylaws of the Assembly.

Section 2. Governance Leaders

Governance Leaders shall consist of the University Assembly President, Vice President, and the presidents from each component group or their designated representative.

Section 3. Committee Representation

The standing committees of the Assembly shall be elected by and from the Assembly. Members elected to the standing committees shall serve for the duration of their terms on the Assembly.

Section 4. Ad Hoc Committees

By a majority vote of those present at any meeting, the Assembly may establish any ad hoc committee it deems necessary for conducting Assembly business. The Assembly President shall appoint the members of any ad hoc committee which may include, when appropriate, non-Assembly members.

ARTICLE VI. MEETINGS

The Assembly shall meet at least once each semester or more often in accordance with Section V of the Assembly Bylaws.

ARTICLE VII. QUORUM
A Quorum shall consist of 50% of the voting membership, plus one person, including at least one (1) representative from three (3) of the four (4) component bodies.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The parliamentary authority shall be the latest edition of Robert's Rules of Order.

ARTICLE IX. AMENDMENT

Section 1. Proposal of Amendments

Amendments to the Constitution may be proposed by members of the Assembly. Copies of the proposed amendment shall be sent to all members of the Assembly.

Section 2. Procedure

A first reading and discussion of the proposed amendment will be scheduled for the next meeting of the Assembly after distribution of the proposed amendment is achieved.

Section 3. Approval

Approval of amendments to the Constitution requires a two-thirds vote of all voting members of the Assembly. The proposed amendment shall be subject to a final vote no sooner than thirty (30) calendar days and not later than sixty (60) calendar days after the first reading.

Section 4. Ratification

All amendments to the Constitution approved by the Assembly shall be transmitted to the Chancellor, System Governance, President, and the Board of Regents.

ARTICLE X. EFFECTIVE DATE OF ACTIONS

Section 1. Chancellor's Action

All actions taken by the Assembly will be forwarded to the Chancellor within five (5) working days following that action. An action of the Assembly will be considered approved if the Chancellor fails to respond to that action within thirty (30) calendar days of the Assembly's forwarding the action to the Chancellor.

Section 2. Reconsideration of Component Body Action

Any action taken by any Assembly component body that affects any other component body or statewide policy shall be submitted to the Assembly. The Assembly may refer any action back to the component body for reconsideration (with comment or specific recommendations) within five (5) working days of the date of the first Assembly meeting following that action. The component body should then respond to the Assembly in a timely manner. The Assembly may refer an action back for reconsideration only once.

Section 3. Appeal of Chancellor's Decision

Appeal of the Chancellor's decision shall be through the System Governance Office to the UA President. The decision to appeal the Chancellor's decision shall require a two-thirds majority of the UAA Assembly members eligible to vote.
BYLAWS OF THE CONSTITUTION
OF THE UNIVERSITY ASSEMBLY
OF THE UNIVERSITY OF ALASKA ANCHORAGE

Section 1. Purposes, Responsibilities, Structure and Authority (Constitution Article II)

A. The Assembly

The University Assembly of the University of Alaska Anchorage (hereinafter "Assembly") has the only authority to amend the Constitution and shall be empowered to act on any matter not specifically prohibited by the Constitution or the Bylaws.

B. Component Bodies

The component bodies of the Assembly shall be structured, organized and shall operate according to the constitution and bylaws of each respective group.

Section 2. Membership (Constitution Article III)

A. Voting Membership

The voting membership shall be composed of not more than twenty-five (25) members, including not more than:

- five (5) faculty members, to include the three officers of the UAA Faculty Senate; and at least one faculty member from a Community Campus;
- five (5) members of the UAA Classified Council, at least one of which shall be from a Community Campus;
- five (5) members of the UAA APT Council; at least one of which shall be from a Community Campus; and
- five (5) members representing USUAA, at least one of which shall be from a Community Campus;
- five (5) members of the UAA Alumni Association

For the purposes of the Assembly Bylaws, the term “a Community Campus” is applied to Kenai Peninsula, Kodiak, Matanuska-Susitna, and Prince William Sound campuses.

The President shall not be a voting member. The Vice President shall only vote in the event of a tie.

B. Non-voting Ex-officio Membership

Additionally, there shall be seven (7) ex-officio members including: the Chancellor, five (5) administrative representatives appointed by the Chancellor, and one (1) representative from the UAA Alumni Association.
C. Nominations and Elections

The method of nominations and the election procedures for voting representatives shall be determined by each component body of the Assembly.

The Assembly Governance Leaders may, upon written request of ten (10) members of any individual component body, appoint an ad hoc review committee to determine if any election by a component body of the Assembly was conducted improperly. The ad hoc review committee will recommend to the Governance Leaders that the election be declared invalid or make other appropriate recommendations.

D. The President of the Assembly shall request component bodies to provide members to fill vacancies on the Assembly as they occur.

Section 3. Officers (Constitution Article IV)

A. President. The President shall be the presiding officer of the Assembly, with the responsibility for appointing special committees of the Assembly. The President shall chair the Governance Leaders. The new President of the Assembly shall be elected by the May meeting.

B. The President shall be an ex-officio, non-voting member of all elected and appointed committees of the Assembly. The President may appoint the Vice President as the designated representative on such committees. The President shall not be a voting member.

C. Vice President. The Vice President shall preside at meetings in the absence of the Assembly President. The Vice President shall be elected by the May meeting. The Vice President shall only vote in the event of a tie.

D. The President and Vice President shall not be from the same constituency.

E. Representatives to the System Governance Council (SGC) shall be decided as follows. The Coalition of Student Leaders will select the student representatives. The Faculty Senate President or his/her designee shall represent faculty. The Assembly President or Vice President shall represent the staff, providing that one of those officers is a staff member. If neither Assembly officer is a staff member, the staff representative on the SGC shall be determined by a vote of the staff representatives to the Assembly.

Section 4. Committees (Constitution Article V)

A. The Standing Committees of the Assembly are:

1. the Governance Leaders;

2. the Calendar Committee.

B. The Governance Leaders shall consist of the President, Vice President, and the presidents of the component bodies or their designated representatives.

The Governance Leaders shall be empowered to act in the name of the University Assembly.

C. The duties of the Governance Leaders shall consist of the following:

1. Recommend ad hoc committees deemed necessary to facilitate Assembly
Section 5. Meetings (Constitution, Article VI)

A. There shall be a minimum of eight regular meetings each academic year.

B. Other meetings may be held on special call of the President of the Assembly or a majority of the Governance Leaders.

C. All meetings of the Assembly, the Governance Leaders, standing and ad hoc committees are open to all members of the University and the general public; however, only members of the Assembly may participate in the meeting. A period for comment by non-members of the Assembly may be provided for on any item of business at the discretion of the President.

D. The agenda of each regular or special meeting of the Assembly shall be distributed electronically to the members of the Assembly at least two (2) calendar days prior to the meeting and posted on the Governance Web Page.

An email message to an assembly member shall be considered the official method of distributing Assembly public meeting notices, agendas, minutes, and general information.

In the case of special meetings, if, at the direction of the Governance Leaders, the urgency of the occasion will not permit the usual notice, notice (by phone and email) shall be given as far in advance as possible, together with a statement of the reasons for the lack of normal notice.

E. Any regular or special meeting of the Assembly or of any of its bodies may be conducted by audioconference.

F. Items for business may be presented only by a member of the Assembly. All proposals, except those made by a member during a meeting, will be presented to the Assembly President for listing on the agenda. All proposals must be submitted in writing by the mover of the proposal.

Section 6. Parliamentary Authority (Constitution, Article VIII)

A. No speaker shall speak for more than five (5) minutes on any one topic unless approved in the agenda.

B. The Governance Leaders may set time limits on each item on the agenda and when this time limit shall be reached, discussion may be extended or carried to the end of
the agenda by a two-thirds vote of the members present.

Section 7. Amendments (Constitution, Article IX)

These Bylaws may be amended by the Assembly by a simple majority vote of the members present and voting at any meeting of the body. A first reading shall be held and action shall not be taken on the proposed amendment until a second reading at the next meeting of the Assembly. Proposed amendments to the Bylaws shall be distributed in writing to Assembly members prior to the meeting at which the amendments will be voted on.

Section 8. Actions of the Assembly (Constitution, Article X)

Actions of the Assembly shall be forwarded to the Chancellor of the University of Alaska Anchorage by the Governance Leaders. Motions of the Assembly are acts of legislation for the University of Alaska Anchorage and resolutions of the Assembly are generally advisory in nature unless specifically stated otherwise.