Tuesday, November 21, 2017
1:00-2:00 p.m.
ADM 204

Link to Live Skype Meeting

I. Call to Order:

II. Introduction of Members

[P = Present  E = Excused  X = Absent]

2017-2018 University Assembly Membership

<table>
<thead>
<tr>
<th>Staff Council</th>
<th>Faculty</th>
<th>USUAA</th>
<th>Alumni Association</th>
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III. Approval of Agenda (pg. 1-2)

IV. Approval of Summary (pg. 3-4)

V. President's Report

VI. Administrative Reports

A. Interim Chancellor, Samuel Gingerich

B. Interim Provost & Executive Vice Chancellor, Duane Hrncir

C. Interim Vice Chancellor of Administrative Services, Pat Shier

D. Vice Chancellor of Advancement, Megan Olson (pg. 5-8)

E. Vice Chancellor of Student Affairs, Bruce Schultz (pg. 9-13)

F. Chief Information Officer, Adam Paulick

G. Institutional Self-Study Chairs, Susan Kalina, Larry Foster & Jennifer Brock (pg. 14-16)

VII. New Business

A. 

VIII. Old Business

IX. Governance Reports

A. System Governance Council
B. Faculty Senate/Faculty Alliance
C. Staff Alliance (pg. 17-21)
D. Staff Council (pg. 22-23)
E. Union of Students/Coalition of Students
F. Alumni Association

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

XI. Adjourn
Tuesday, October 17, 2017
1:00-2:00 p.m.
ADM 204
Link to Live Skype Meeting

I. Call to Order:
II. Introduction of Members
   [P = Present   E = Excused   X = Absent]

2017-2018 University Assembly Membership

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III. Approval of Agenda (pg. 1-2)
   Approved

IV. Approval of Summary (pg. 3-4)
   Approved

V. President’s Report
   Elizabeth Winfree elected as president.
   Josiah Nash elected as Vice President

VI. Administrative Reports
   A. **Interim Chancellor, Samuel Gingerich**
      FY19 Budget: only project requests that align with BOR strategies be submitted
      11/9: BOR will approve UA’s FY19 Budget
      Title IX Training: 39% of degree seeking students have completed it
      Diversity Inclusion & Action Plan is going forward
   
   B. **Interim Provost & Executive Vice Chancellor, Duane Hrncir**
      Claudia Lampman has been selected as new Interim Vice Provost for Student Success
      Multicultural Post Doc proposal coming out soon
   
   C. **Interim Vice Chancellor of Administrative Services, Pat Shier**
      Asbestos reported in Eugene Short Hall, notifications are being posted
      Feedback will be requested on employee recognition
   
   D. **Vice Chancellor of Advancement, Megan Olson** (pg. 5-8) [Chris Triplett reported]
      New athletic development officer has been appointed, Tanya Pont
      Over $66,000 raised at the Alumni Breakfast.
E. Vice Chancellor of Student Affairs, Bruce Schultz (pg. 9-13)
   EAB Kick-off starts this week, Claudia Lampman will be steering this collaborative

F. Chief Information Officer, Adam Paulick

G. Institutional Self-Study Chairs, Susan Kalina, Larry Foster & Jennifer Brock (pg. 14-16)
   Deadline for self-study feedback is November 15, 2017
   Site visit scheduled for October 12, 2018

VII. New Business

A.

VIII. Old Business

IX. Governance Reports

A. System Governance Council

B. Faculty Senate/Faculty Alliance
   2 Resolutions passed in September: Support for Alaska Native Themed GER Initiative and one to encourage Faculty involvement in Tier 1 process
   Title IX Guest Speaker: many students were triggered by the training and there is a one-on-one training available for them as a substitution.

C. Staff Alliance
   Employees will soon be able to change mailing addresses online
   CHRO is promoting professional development

D. Staff Council
   Staff Morale Survey is closed, currently compiling results
   Professional Development Committee is planning to host a week of trainings during Spring Break. More details as that goes forth.
   Employee Recognition Award submissions are high, so far it’s been a success

E. Union of Students/Coalition of Students
   Ticket sales over $1,000, with minimal incidences
   Looking into student worker pay increase
   Feedback on students not finishing Title IX training
   Meeting with Johnsen today, regarding proposed tuition increase

F. Alumni Association

X. Information/Attachments

A. Upcoming Governance Events (recurring item)

XI. Adjourn
CAMPUS EVENTS

Save these commencement dates!

- Fall graduate degree hooding ceremony: 3 p.m., Saturday, Dec. 16, Wendy Williamson Auditorium.
- Fall commencement ceremony: 1 p.m., Sunday, Dec. 17, Alaska Airlines Center.

ALUMNI RELATIONS NEWS/UPDATES

Nov. 16: Morning Meetup in Seattle

Seattle area graduates gathered on Thursday, Nov. 16. The UA Seattle Alumni Forum, which represents UAA, UAF and UAS, welcomes UAA Interim Chancellor Sam Gingerich for updates across the campuses and a conversation on the state of the University of Alaska. Event details are available online.

Nov. 15: Career Networking Night

Alumni Relations partnered with USUAA and Career Exploration & Services to host a speed networking and career advice night for current students. Part of National Career Month, this event offered students an opportunity to make new connections with alumni and local business leaders and gain helpful insights on what it takes to succeed in a career. More information is available online.

DEVELOPMENT NEWS/UPDATES

CORPORATE GIFTS

ATS Alaska contributed $26,000 to the ATS Alaska Scholarship.

The 49th State Angel Fund contributed $25,000 to the Global Entrepreneur in Residence (GEIR) Support fund.

The Alaska Community Foundation contributed $10,000 to the R and R Completion Scholarship through the Randich Family Foundation, a donor advised fund.
**Armstrong Energy** contributed $3,500 to ANSEP.

**The UAA Hockey Alumni Association** contributed $3,500 to Excellence in Hockey.

**INDIVIDUAL DONOR GIFTS**

**Paul and Leigh Bates** donated to Athletic Excellence.

**Jim and Mary Johnson** made a matching gift to UAA Alumni General Support.

**Henry and Karen Wilson** made a gift to the UAA Culinary Arts Hospitality Scholarship with their Celebrity Chef Invitational contribution.

**Fred and Laural Stutzer** made a gift to the UAA Culinary Arts Hospitality Scholarship with their Celebrity Chef Invitational contribution.

**Gretchen Cuddy** made a gift to the Culinary Arts and Hospitality Program General Support fund with her Celebrity Chef Invitational contribution.

**NEW FUNDS**

No new funds to report this month.

**PHONATHON**

Ruffalo Noel Levitz (RNL) began working with UA in September to implement a system-wide Phonathon program, housed at UAA’s calling center. The program has raised $63,254.10 in pledges and cash gifts for UAA and $30,765.13 in pledges and cash gifts for UAF totaling $94,019.23 for both MAU’s. The donor count for UAA is 758, UAF is 291 with a total of 1094 for both MAU’s.

**UNIVERSITY RELATIONS NEWS/UPDATES**

**MEDIA**

UAA appeared in more than 500 articles in October. Coverage highlights include:

- KTVA Daybreak’s Workforce Wednesday segments highlighting UAA programs in nursing and occupational safety and health
• KTVA Daybreak’s interview with Seawolf Debate about Backbenchers’ Bowl on topic hate speech should be criminalized
• Alaska Airlines’ pledge of additional $1 million to support ANSEP and STEM education in rural Alaska appeared in 40-plus outlets
• Huffpost’s coverage of UAA alum’s photography focused on everyday parenting
• Department of Theatre and Dance’s performance of Radium Girls in Anchorage Press, KTVA’s Mic Check in the Morning and Mat-Su Valley Frontiersman
• Alaska Public Media’s interview with Nobel laureate Vernon Smith and UAA’s naming of CBPP’s Experimental Economics Lab the Vernon Smith Economic Science Laboratory
• U.S. News and World Report picked up story about Alaska Accelerator Fund’s investment of UAA startup Arctic Heat Technologies
• UAA cited in USA Today article as University of Texas-San Antonio’s inspiration to allow students to pay parking tickets with peanut butter and jelly to help local food pantries restock
• UAA sociologist Chad Farrell interviewed by Jason Margolis of Public Radio International’s The World about Anchorage having America’s most diverse neighborhood

Amazing Stories Videos
UAA Advancement is producing four more Amazing Stories videos this fall. These are reputation-building pieces designed to showcase the impact of a UAA degree by sharing the personal success stories of our students, faculty and alumni. These videos will dovetail with the two commercials produced in spring 2017 featuring engineering and education alumni. The individuals selected for this project reflect the breadth of UAA’s academic programs and opportunities in the areas of health, humanities, social sciences, natural sciences, interdisciplinary studies and undergraduate research, as well as the diversity of our campus community.

SOCIAL MEDIA

October SOCIAL MEDIA
Facebook: 17,800 fans
Twitter: 6,105 followers
Instagram: 3,228 followers
YouTube: 370 subscribers
LinkedIn: 38,216 followers
Community Total: 65,719

SOCIAL MEDIA PERFORMANCE HIGHLIGHTS
• Over 250,000 unique user impressions on Facebook for the month of October, averaging ~7.5K impressions per post, a 12.2% increase from last month
• Facebook engagement increased by 144% this month
• LinkedIn post engagements increased by 58% this month
• Twitter engagements up 29% for the month of October with 76K unique impressions
• Instagram followers increased by 2.3% this month and our top photos are consistently gaining likes in the 200-300 range, doubling our average from this time last year.

PERFORMANCE
FACEBOOK - Top Posts
1. Moose outside of Arts Building PHOTO (6K impressions, 243 engagements)
2. Moira Pyhala - I am UAA Story (8.6K impressions, 500 engagements)
3. UAA Nursing Story - G&G News (15.2K impressions, 900 engagements)
4. Spirit on October 1st PHOTO (4.5K impressions, 200 engagements)
5. The Spine - Campus Daytime PHOTO (2.5K impressions, 80 engagements)

TWITTER - Top Tweets
1. Anchorage sunrise PHOTO (24K reach, 30 engagements)
2. Moose on campus PHOTO (13.5K reach, 16 engagements)
3. UAA grad Xavier Mason heads to Oxford (8.2K reach, 22 engagements)
4. Radium Girls Theatre Show - G&G Story (14K reach, 20 engagements)
5. Alumni of Distinction: Tim Gravel Kaladi CEO (20K reach, 23 engagements)

INSTAGRAM - Top Posts
1. Moose at Arts Building (290 likes)
2. Anchorage Purple Sunrise (286 likes)
3. Views from the UAA Engineering Building (254 likes)
4. Moose on Campus (207 likes)
5. Campus Photo: Happy #AlaskaDay! Proud of our state (205 likes)

LINKEDIN - Top Posts
1. Seawolves in the "Wild" Branded Hiking Photo (4K impressions, 41 interactions)
2. UAA Aviation Tech featured on KTVA (7K impressions, 51 interactions)
3. Alumni of Distinction Announcement (7.8K impressions, 50 interactions)
4. UAA alum Holly Nordlum's Art Installation (7K impressions, 50 interactions)
5. Cessilye Williams Alumni Distinction Spotlight (7.1K impressions, 44 interactions)

ADVANCEMENT STAFF CHANGES

Peri Sanders will began in Alumni Relations on November 21st as the new Alumni Relations Assistant. Peri comes to us from the Association of Village Council Presidents in Bethel, leaving her position as the Job Center Coordinator. Peri is a 2014 UAA graduate and is excited to return to UAA as an employee.

# # #
Admissions & Recruitment
The Office of Admissions, along with various graduate programs, are creating a smooth application process where technical questions and the myriad of required documents are collected through the application portal. Graduate program administrators are gaining access to the software so they can track interested applicants before the application is submitted. Admissions is excited to support every graduate program to create a positive and streamlined process for the applicants and the staff. The goal is to reach out to every program before the end of the year.

Recruitment hosted Preview Day on November 3 with 600+ high school seniors attending.

Career Exploration & Services (CES)
CES coordinated two career fairs and a career specific information session for UAA students in the Student Union.

• 1,226 UAA students attended the Fall Career Fair on October 12 and engaged with 37 employers.
• 41 students participated in the CIA (Central Intelligence Agency) Information Session held October 13, presented by two CIA recruiters.
• 8 Law Enforcement Organizations engaged UAA students on October 17 at the Women in Law Enforcement Fair.

Student participation data is being processed.

Dean of Students Office: Student Conduct; Alcohol, Drug, and Wellness Education; and Care Team
On October 2, Anyon Turner started as the new Care Team Case Manager. Anyon most recently worked for Covenant House Alaska, providing case management to youth in the Anchorage community.

The Dean of Students Office published the 2017 Annual Security & Fire Safety Report, available online at uaa.alaska.edu/safety. Printed copies are available in Rasmuson Hall, Room 122. The report contains information on campus security, personal safety, and crime statistics for the three previous calendar years.

National Collegiate Alcohol Awareness Week (NCAAW) was October 15 to October 21. The Dean of Students Office collaborated with campus and community organizations to provide campus-wide educational programs to approximately 900 students.

The UAA Care Team received 105 Care reports from August 25 through October 20. The mission of the UAA Care Team is to promote a safe, caring and productive learning, living, and working environment for students at UAA. This is accomplished by addressing the needs of students through service coordination, assessment, and the implementation of individualized support plans.

This month, Student Conduct & Ethical Development Coordinator Megan Wilbur and Care Team Coordinator Lisa Terwilliger continued to work on the Statewide Maxient Committee, developing processes for statewide communication on Student Conduct and Care Team related information. In the near future, Megan and Lisa will implement Maxient at UAA's community campuses.

Disability Support Services (DSS)
The Disability Support Services Awareness Week was a great success. The kickoff event was the Delta Alpha Pi International Honor Society induction ceremony. Fifteen inductees accepted the honor of becoming the charter members of the Epsilon Epsilon DAPi chapter, the first to open in Alaska. Interim Chancellor Sam Gingerich, Interim Provost Duane Hrcir, and Dean of Students Ben Morton gave congratulatory remarks to the group at the moving candlelight ceremony. Friends, family, and UAA staff were in attendance to cheer them on.

Inductees at the DAPI Candelight Ceremony
The Table Resource Fair was held in the Student Union with more than 27 UAA departments and outside agencies participating. The DSS History Display always generates a great deal of interest with a timeline of disability from ancient times through 2014. The Mythbusters Panel, “Takin’ it to the Streets,” once again was deeply moving as students shared their personal stories and experiences centered around accessibility at UAA and in society.

Military & Veteran Student Services (MVSS)
MVSS has now absorbed Department of Defense Tuition Assistance (TA) processing. MVSS brought on a new member to the team to help absorb this added workload and to this point the transition has been very smooth. MVSS staff are cross training to insure the entire team is familiar with GI Bill benefits and TA processing. This training has already inspired several ideas for how both processes can be improved.

MVSS staff recently attended some veteran suicide prevention and response training. This training will help staff better recognize veterans in crisis and know how to help.

Native Student Services (NSS)
On September 29, the NSS Director participated in the Aqqaluk Trust meeting. The Aqqaluk Trust is a foundation with a mission that focuses on educational and cultural activities in Northwest Alaska.

On October 18, NSS hosted the Norton Sound Health Corporation (NSHC) meet and greet with students from the Bering Straits region. The NSHC provides educational funding and internship opportunities to students. Following the NSHC event, NSS hosted the Arctic Education Foundation (AEF) meet and greet with students from the Arctic Slope region. The AEF provides educational benefits to the residents and descendants of the Arctic Slope region.

On November 1 and 2, NSS hosted the Calista Corporation, which is conducting an enrollment of Calista descendants. On November 3, NSS hosted the Calista Foundation meet and greet with students from the Southwest Alaska region.

New Student Orientation (NSO)
NSO sponsored two college mixers, designed as an opportunity for new students and faculty to engage outside of the classroom:

- College of Business and Public Policy (CBPP) hosted their event on the evening of October 12 in the Rasmuson Hall lobby. CBPP students used a passport as their guide to engage with college faculty. CBPP staffed resource tables with information about opportunities within the college and provided drawings for UAA Bookstore gift certificates.
- College of Education (COE) hosted their college mixer on October 25. Participating students engaged with faculty and staff by visiting various offices within the college to complete their Report Card. In each office, students completed an activity that could be used in classrooms when educating students. COE offered a progressive lunch; students were served a portion of the menu at each activity station throughout the college. Students who completed the Report Card were entered to win a drawing for UAA Bookstore gift certificates.

Whitney Penn, Orientation Coordinator and Transition Advisor, served as one of five panelists at the Creating Success in College Course (GUID A150) on October 17. Students received advice and guidance from academic and transition advisors from across the university community.

Office of the Registrar
Spring priority registration began on November 10, for graduate students, followed by seniors on November 13. The full schedule is available on the Registrar’s Office website: uaa.alaska.edu/students/registrar/registration/index.

The Registrar’s Office hosted two training sessions in November, one on scheduling and one on registration.

Office of Financial Aid (OFA)
The 2018/19 FAFSA and UA Scholarship Applications were made available on October 1. The scholarship application is brand new this year—it’s still available through UAOnline but students will experience a streamlined application that guides
them to the awards that require supplemental information based on their individual qualifications.

OFA began hosting monthly FAFSA and scholarship workshops in October, in addition to its $savvy $eawolf Financial Literacy workshops.

Also in October, Financial Aid directors at UAA, UAF, and UAS issued a joint memo announcing changes to data security. Effective immediately, all FAFSA-derived information must be provided directly to the student, regardless of whether the student has provided a written release.

OFA will begin processing of 2018/19 FAFSAs with the goal of generating award letters to incoming Fall 2018 freshman no later than December 15.

**Residence Life**

The Quality of Life survey was distributed to residents on October 12. The survey remained open until October 26 and a drawing for prizes provided by University Housing was held on October 27.

Residence Life worked with UPD, the Vice Chancellor of Student Affairs, and the Dean of Students to host a Safety Town Hall meeting in the Gorsuch Commons on November 1.

DRL submitted a grant request to Northwest Association of College & University Housing Officers (NWACUHO) to host a drive-in conference on campus in May 2018. The grant was approved by the Board of Directors in the amount of $500. All members of the UA systems Housing and Residence Life office will be invited.

**Student Health & Counseling Center (SHCC)**

On October 11, the SHCC hosted a Health Fair located in Rasmuson Hall, with over 28 booths representing both community and campus based partners. Additional health related offerings included flu shots, blood pressure screenings, HPV vaccines, rapid HIV testing, and HgbA1C testing. Student-initiated booths were conducted through the College of Health and included the School of Nursing, School of Pharmacy, and the Department of Health, Physical Education and Recreation.

Alcohol, Drug & Wellness Educator Brittney Kupec participating in the SHCC Health Fair.

During the month of October, SHCC held flu outreach clinics with Human Resource Services, Dean of Students, School of Nursing, Athletics, Advancement, Residence Life, MEDEX, and the Consortium Library. WWAMI, Student Life and Leadership, Student Affairs, and the Center for Veterans have upcoming clinics. Flu immunizations are available at the SHCC for $15.

The SHCC continues to offer outreach educational workshops focused on the topics of suicide prevention, stress management, sexual safety through bystander intervention, ADHD behavioral management, and coping with anxiety. Please call the SHCC to receive more information on these offerings.

**Student Life & Leadership (SL&L)**

On October 16, former director of Student Life & Leadership, Annie Route, was presented a legislative citation by Alaska State Senator Mia Costello for her 31 years of service to UAA. Route was joined by former colleagues and students from across UAA at a ceremony to honor her, which was held in the Student Union Student Lounge.

Student Life & Leadership welcomed Dawn Demko, its newest team member, who will provide administrative support to USUAA and student boards.
USUAA continues to solicit and represent student voice on the issue of the University of Alaska’s proposed 5 percent tuition increases for AY2019 and AY2020. USUAA student leaders invited President Jim Johnsen to join an assembly meeting, where President Johnsen presented information and fielded questions. Following this, on Tuesday, October 17, President Johnsen and Interim Chancellor Sam Gingerich held a listening session open to all students, and including a USUAA contingency, in the Consortium Library.

In celebration of LGBTQIA History Month, Student Activities & Commuter Programs welcomed Eric Alva for a lecture titled, “The End Of ‘Don’t Ask, Don’t Tell” on Thursday, October 26. Prior to his lecture, Alva, a decorated Iraq war veteran and gay rights activist, met with a select group of students including veterans and ROTC cadets.

On Saturday, October 28, Student Clubs & Greek Life hosted its annual Haunted Halloween Fun Night in the Student Union from 1:00–6:00 pm. On par with previous years, approximately 40 student clubs and Greek organizations hosted activities for kids and families who participated. Approximately $12,000 was raised at the event, with proceeds benefiting Big Brothers Big Sisters as well as the student clubs and Greek organizations who participated.

**Student Outreach & Transition (SO&T)**

SO&T staff attended the launch of the EAB Student Success Collaborative on October 19. The team appreciated the opportunity to view the tool and learn of the timeline from testing to institution-wide use.

SO&T Executive Director Theresa Lyons served on the Leadership Team for the UAA NCBI Social Inclusion and Equity One-Day Workshop for UAA students, staff, and faculty on October 13 in the Lee Gorsuch Commons Conference Room; 20 members of the university community participated.

**TRIO Programs**

**College & Career Fair**

TRIO Programs hosted the 36th Annual Anchorage, Alaska College and Career Fair on October 15 and 16, in the Alaska Airlines Center. This community fair offered access to 101 college/universities, employers, and non-profit organizations to Anchorage and residents from around the state. Attendees were able to participate in workshops on College Admissions, FAFSA (Free Application for Federal Student Aid) and on Resume and Cover Letter Writing. Workshops were presented by staff from UAA Enrollment Services and Partners for Promise. Volunteers for the event included more than 25 students, staff, and faculty from across the university community. More than 3,000 people attended the fair, and high school students from approximately 20 Alaska school districts participated. The coordinator for the fair was Mara James, UAA Alum 2017.

On November 9–10, the Council for Opportunity in Education (COE) team from Washington D.C. presented TRIO Legislation and Regulation Training at UAA. Although the focus was on TRIO Upward Bound, these sessions were useful to those working in other TRIO Projects, providing fiscal management and accountability, responsible for legislation and regulation oversight, as well as those aspiring to write for similar grants.

**First-Generation College Celebration**

In celebration of the 52nd anniversary of the Higher Education Act of 1965, the Council for Opportunity in Education, the American Association of Colleges and Universities, and NASPA Student Affairs Administrators in Higher Education supported the first inaugural First-Generation College Celebration on November 8.

TRIO hosted events on November 8 to celebrate first-generation college students, alumni, and professionals at UAA and to promote awareness of the first-generation community that exists within the UAA campus. These events included:

- **SSS Open House** was an opportunity for the UAA community to get to know TRIO and visit the SSS space on campus. SSS staff and students were available to answer questions about TRIO and dialogue about what it means to be first-generation.
- **First-Generation Panel of Students/Faculty/Staff/Administrators** was a facilitated panel discussion about the panel participants’ experiences being first-generation students in college and how it has impacted their lives.
• "Why I’m First" Photography Project allowed first-generation students and employees the opportunity to write messages about being first-generation and have their individual photos taken with their message. These photos will be used in a video that TRIO will create to showcase the first-generation community at UAA. More information on this inaugural celebration can be found on COE and NASPA’s websites:

- https://www.naspa.org/about/blog/first-generation-college-celebration-50-ways-to-celebrate-on-november-8

**TRIO Student Support Services**

TRIO Student Support Services student Nyabony Gat was awarded a Friends of NAEOP Scholastic Achievement Award for overcoming barriers to achieve academic success and for her active participation and leadership in the TRIO program. Nyabony was the only Alaska student selected for this regional award, and had the opportunity to attend the Northwest Association of Educational Opportunity Programs 2017 conference in Bellevue, Washington, to share her story and receive the $1500 scholarship.

From left to right: SO&T Transition Advisor Kaitlin DeMarcus, Friends of NAEOP Scholastic Achievement Awardee Nyabony Gat, TRIO SSS Director Kelly Foran, and TRIO SSS Program Assistant Tania Rowe.
NWCCU Accreditation

Mission:

The mission of the University of Alaska Anchorage is to discover and disseminate knowledge through teaching, research, service, engagement, and creative expression. Located in Anchorage and on community campuses in Southcentral Alaska, UAA is committed to serving the higher needs of the state, its communities, and its diverse peoples.

UAA 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's Core Themes:

Teaching and Learning   Research, Scholarship, and Creative Activity   Student Success
UAA Community           Public Square

Self-Study Report: September 1, 2017 Version of the Self-Study
https://www.uaa.alaska.edu/academics/office-of-academic-affairs/institutional-self-study/

Additional Feedback Received from Faculty Senate Executive Board & Faculty Senate Academic Assessment Committee

Spring 2018   Prepare the Institution for the Site Visit
Fall 2018    October 6-8, 2018 Site Visit

Curriculum

Curriculum Website: https://www.uaa.alaska.edu/academics/office-of-academic-affairs/curriculum/index.cshhtml

Program Approvals
The Dietetics & Nutrition MS and the Accelerated Mechanical Engineering MS (Fast-Track Master’s) received final review and approvals in October.

Academic Policy

Related Instruction
An Associate of Applied Science group was charged to align the General Course Requirements with the General Education Requirements and to propose student learning outcomes for related instruction (Communication, Computation, Human Relations).

Compliance

Gainful Employment
Federal regulations require certificates designated as Gainful Employment (GE) programs for financial aid eligibility to include GE disclosures on all publications, including websites, brochures, ads, etc. Units recently completed an update to ensure the disclosures were published on all GE program websites.

As part of the curriculum review process, certificates designated as Gainful Employment or which wish to be considered for that status must show how they meet disclosure and other GE requirements, including program length and cost.
Credit Hour Review
In compliance with the credit hour policy (BOR P10.04.035), UAA sampled 100 sections across the colleges from the draft Spring 2018 schedule. Of the sampling of sections, fifteen were identified where the required minimum contact hours did not appear to match the scheduled contact hours. Of those, 3 were scheduled in conjunction with a zero-credit lab, 3 included practicum/laboratory time or other off-campus components, 2 were hybrid courses with online components, 5 were rescheduled to add time, 1 will not be offered in Spring 2018, and 1 will update the curriculum to reflect current practice.

Program Student Learning Outcomes Assessment

Annual Academic Assessment Reports
As of October 26, 98% of the reports have been posted on IR-Reports: https://ir-reports.uaa.alaska.edu/Assessment/Pages/Default.aspx. The deans and community campus directors are now providing feedback to the programs.

NWCCU Demonstration Project Summit on General Education and Mission Fulfillment
A UAA team of faculty and administrators attended an NWCCU Demonstration Project Summit in October. The purpose of the Demonstration Project is to explore if General Education assessment at the institutional level can provide sufficient data to assess mission fulfillment. The Summit provided the opportunity to dialogue with other institutions regarding the development of best practices and the experiences of the Demonstration Project institutions.

General Education Workshop Series
Dan Kline, General Education Director, will facilitate a series of workshops, moving toward a third round of assessment for the quantitative skills, natural sciences, and knowledge integration GER student learning outcomes. There will also be a series of general education forums. The series will repeat in the Spring. (Note: registration links below allow participants to register for each date’s workshop, forum, or both.)

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Time</th>
<th>Title</th>
<th>Register</th>
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<tbody>
<tr>
<td>Fri 11/10</td>
<td>RH 303</td>
<td>10:00-11:30</td>
<td>General Education Assessment Workshop 3: Rubric Development &amp; Student Work</td>
<td>Register</td>
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<td>11:30-12:30</td>
<td>General Education Forum: Looking Ahead in General Education</td>
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<tr>
<td>Fri 1/26</td>
<td>LIB 307</td>
<td>10:00-11:30</td>
<td>General Education Assessment Workshop 1: Curriculum Mapping &amp; Shared Assessment</td>
<td>Register</td>
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<td>11:30-12:30</td>
<td>General Education Forum: Alaska Native-Themed General Education Discussion</td>
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<tr>
<td>Fri 2/23</td>
<td>LIB 302A</td>
<td>10:00-11:30</td>
<td>General Education Assessment Workshop 2: Student Learning Outcomes &amp; Rubric Development</td>
<td>Register</td>
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<td>11:30-12:30</td>
<td>General Education Forum: Gen Ed High Impact Practices (HIPs) &amp; Student Success</td>
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<tr>
<td>Fri 3/23</td>
<td>LIB 302A</td>
<td>10:00-11:30</td>
<td>General Education Assessment Workshop 3: Rubric Development &amp; Student Work</td>
<td>Register</td>
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<td>11:30-12:30</td>
<td>General Education Forum: Looking Ahead in General Education</td>
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<tr>
<td>Mon 5/7</td>
<td>LIB 307</td>
<td>9:00-1:00</td>
<td>GER/AA Assessment Soiree</td>
<td>Register</td>
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<td>Tues 5/8</td>
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Cyclical Academic Program Review

2018 Program Reviews
Programs scheduled for review in AY2018, and the process guidelines and templates are posted on the Program Review site on IR-Reports under the “AY2018” section, and on the Academic Affairs Program Review website: https://www.uaa.alaska.edu/academics/office-of-academic-affairs/academic-program-review.cshtml
Program Accreditation

Programs preparing a self-study or other communication to an external accreditor, as well as those planning site visits, must coordinate with their dean’s office and Academic Affairs.

Program Accreditation Actions

- The Culinary Arts AAS and Early Childhood Education AAS programs hosted site visits in October.
Agenda

Staff Alliance
Wednesday, November 1, 2017
10 a.m. – 12 p.m.
Google Hangout
Audio call-in: 1-855-280-1855
(Please mute unless speaking.)

1. Call to Order and Roll Call

Voting Members:
Kara Axx, President, UAF Staff Council; Chair, Staff Alliance
Ryan J. Hill, Co-President, UAA Staff Council
Kolene James, President, UAS Staff Council; Vice Chair, Staff Alliance
Brenda Levesque, Co-President, UAA Staff Council
Sue Mitchell, Vice President, UAF Staff Council
Kiwana Sutton, Vice President, UAS Staff Council

Staff:
Morgan Dufseth, Executive Officer, System Governance

Guests:
Tara Ferguson, UA Compensation Director
Michelle Pope, UA Director of HR Accounting and HRIS
John Moore, Compensation Committee

Members Absent:
Shiva Hullavarad, President, SW Administration Assembly
Elaine Main, Vice President, SW Administration Assembly

2. Adopt Agenda
No quorum due to lack of SW members in attendance. Members opted to go through reports and have discussion on several items, but did not take action on anything.

3. Approve Minutes
3.1. September Meeting Minutes

Reference 1
3.2. October Meeting Minutes

4. Public and Guest Comment

4.1. Michelle Pope – Benefits Updates

Michelle provided an update on benefits at UA:

- Annual leave cash-in has been updated. Every employee will be able to cash-in up to 40 hours as long as they have 40 left in their bank. The annual leave cap will remain at 240, however, for this year only employees could have more because the roll will change from calendar year to fiscal year.

- Additional race choices are now available to select; gender, however, is still binary (male/female only)

- UA is not currently in compliance with the Telephone Consumer Protection Act; will identify landline v. mobile line, and notification that some additional fees may apply for mobile lines

- Currently no health plan changes at this point, however, JHCC is looking at proposals for medical/dental/vision vendors. There is a possibility our vendors could change but are not yet sure.

- Open enrollment – looking at ways to streamline the options for health for employees and data entry for HR staff

4.2. Tara Ferguson – Compensation Discussion (see item 10.2)

Tara noted that current regulation at UA states 40 hours is full-time and noted ACA requirements are 30 hours or more. The State of Alaska considers 30 hours full-time for retirement. Tara also noted that if the UA definition of full-time were changed it would likely create a need for systematic changes, could affect benefit eligibility. If the regulation were revised, it could change programming for retirement and possibly other federal reporting; time sheet processing would also have to be modified; leave accrual might also need to be adjusted. Tara noted they might be able to change some of the parameters for I2Verify, the vendor UA uses for employment verification so that employees seeking loans would not be negatively impacted by their part-time status.

5. Chair’s Report

Kara Axx

Kara noted she attended the October Summit Team meeting and they are looking for ways to encourage staff and faculty participation in Title IX training. President Johnsen asked for review of policy and regulations to if they are creating barriers to efficiency (e.g. verifying employee tuition waivers—by eliminating this regulation thousands of employee hours were saved at minimal cost to efficiency). The System Governance Council met in October as well and discussed how the council could best serve the university and its employees and students, along with its role in shared governance. The Council indicated they were interested in looking to reduce the number of meetings they are required to meet per year (currently six meetings per year are in their constitution). The Council will meet again on Nov. 20.
Board of Regents met on Oct. 24 to preview the budget that will be presented at their November 9-10 meeting. The Board seems to be pleased with the new budgeting process, which is now based on the university’s initiatives/goals for creating a culture of education in Alaska and has five goals. UA will present a budget request of $341M to the Board.

6. November Governance Report
Kara noted she would be happy to amend her report if any members had additions.

7. Staff Council Reports
7.1. UAA Staff Council – Ryan reported they will meet tomorrow for November, and will have the VC for Students attend to discuss recruitment/retention issues; they will have a member of UNAC come talk to Council members about their experience as a represented employee; had another vacancy in the Council and are concerned with retaining members is the face of increased workload; will be a part of the searches for VC for Admin as well as chancellor; noted morale survey will be released shortly—results show slight improvements in morale but there was a more significant increase in staff actively looking for employment outside of UA; considering a resolution asking that a Council member serve on any cabinet-level recruitment; encouraged Alliance members to give public testimony for their local staff councils; change at One Stop for enrollment services—reducing hours to address when access is most needed.

7.2. UAF Staff Council
Kara reported they were wrapping up their fall elections. This year UAF Staff Council switched to OrgSync for their election and it seems to have worked well. They have used TKL (time keeping location) to track staff and would like to switch to D-Levels but have run into some issues. UAA noted they used Qualtrix for their ballot; they recently combined their classified and APT councils and voted to keep the same levels but do not keep track of units or departments. UAS noted they use an internal survey developed by their IT department and only have six members—four from Juneau and one from Ketchikan and Sitka. Morgan reported that SAA used Google Forms for their ballot and only ensures there are two representatives located in Anchorage.

7.3. UAS Staff Council
Kiwana reported next week is the Power and Privilege Symposium for faculty, students and staff to discuss issues of how power and privilege affect Alaskans. The next staff council meeting is Nov. 15 and they will further discuss the union issue. Kolene reported she was named the chair of the Morale Committee. She also noted they were in the middle of a search for new director of recruitment and advising (a new position).

7.4. SW Administration Assembly
No update given.
8. Staff Alliance Committees

8.1. Staff Health Care Committee
Morgan reported the SHCC met in October and requested new vendor posters from UA Benefits, and discussed requesting an additional voting member on the JHCC.

8.2. Compensation Committee
John Moore noted the committee has met twice and he was elected chair. They have been working to develop non-monetary proposals for staff, however, there have been suggestions to still recommend an increase for staff. Committee members have been asked to submit any monetary proposals by Nov. 3 and any non-monetary proposals by Nov. 10. The committee has discussed salary compression and how it will start to affect UA employees as the budget has decreased multiple years in a row. Other ideas include more notice for non-exempt employees and more discussion with term staff about the end of their contracts. Tara suggested having Michelle attend the next Compensation or Staff Alliance meeting so they have an update on where the budget stands.

8.3. Morale Committee
Kolene reported committee members agreed to review the previous years’ morale surveys and to bring forward the top two outcomes of suggested ideas. They meet again on Nov. 7.

8.4. Ad Hoc Staff Emeritus
Morgan noted this committee still needs more members from UAF and SW.

9. External Committees

9.1. System Governance Council: Met on Oct. 18 and will meet next on Nov. 20
9.2. Joint Health Care Committee: Meeting taking place today—written update to follow
9.3. System-wide Councils: Kara, Ryan, Sue, and Brenda

10. Ongoing Business

10.1. Staff Union: Local Staff Council Feedback
Kara noted UAF had held an all-staff poll on whether they would be interested in learning more about unionization, and results showed about half of staff said they weren’t necessarily interested but were open to more information on the topic. UAA Staff Council is going to hear from a union member at their next meeting. UAS Staff Council discussed it via email and among those members there was hesitation to discuss further; it is on the agenda for their next meeting. Morgan reported SAA members approved a motion that indicated they were not experiencing any of the issues other staff at UA were experiencing but that they would be open to receiving more information.

10.2. Full and part-time employment discussion POSTPONED

10.2.1. Definitions: [R04.05.020D](#) and [State of AK](#)
10.2.2. UA Staff Alliance Resolution [Reference 4](#)

Page 4 of 5
11. New Business
11.1. Performance Appraisal Training
   Morgan noted SW HR had told her all training for the new performance appraisal system will be done through the local HR offices.
11.2. Staff Make Student Count POSTPONED
   11.2.1. Timeline
   11.2.2. Communication
   11.2.3. Review Committees
   11.2.4. Spring Presentation
   11.2.5. Announcement to Campuses
   11.2.6. Certificates for Nominees
11.3. Faculty and Staff Regents
   A faculty member noted they had reached out to Rep. Wool at the end of September and has not yet heard back from them.

12. Agenda Items for December 6 Meeting
   12.1. Retirement Discussion with Erika Van Flein (if available)
   12.2. Layoff Notice for Hourly Employees
   12.3. Staff Make Students Count

13. Roundtable discussion

14. Adjourn
   Members adjourned at 12:00 p.m.
Staff Council Meeting
2 November 2017, LIB 302

1. Roll call produced a quorum
2. Visitors included Michelle Yerkes (HR) and Cheyenne (Northern Lights reporter)
3. Agenda – approved
4. Summary – approved
5. President’s Report
   a. Guest speaker
      i. Dr. Bruce Schultz, VC for Student Affairs
         1. Spoke on recruitment/marketing and meeting UAA2020 goals: increase enrollment by 1108. They’ve hired an outside firm to increase visibility: doubled multimedia advertisement in last 2-years; bought 100,000 names; new territory management (intentional in Alaska); offering volunteer recruitment training;
         2. Merged recruitment and admissions department
   b. Rework web presence
      a. Included a redesign of 145 pages
      b. Redesign of student webpages
   4. Looking at out-of-state tuition; President Johnsen has the authority to change. Looking at waiver differences across the board
   5. HAVEN update: 88% of students are compliant at UAA; 39% at UAF and 50% at UAS. Until compliance a hold will be placed on their accounts until 11/27 then loss of priority registration. Students can opt out if they have experienced trauma and there is a F2F option
   6. General Fund has been reduced 20%
   b. Nelta Edwards, UNAC Rep, related her history with unions – family and at APU – and encouraged conversation about Staff joining a union.
   c. A member resigned due to work load
   d. Chancellor’s search no update
   e. VC of Administrative Services search update – looking at applications
6. New Business
   a. A list of professional development ideas was included
   b. Basic Morale Survey results included in reports.
   c. A SC Resolution FY18-06 was introduced that would request SC be involved/notified when Cabinet and Direct Report level searched are being formed/conducted
   d. The annual cash-in and annual leave have changed – click here to read about it.
7. Old Business
   a. None
8. UAA Staff Council Committees
   a. Communication & Marketing Committee – next meeting 10th
   b. Staff Recognition Committee: out of 45 entries – three were chosen and presented: August – Korrena Dunham, September – Rebekah Moran and October – Don Walker.
   c. Events Committee will publish a survey as to what kinds of training/staff development the majority of staff want. The plan is to use the week of Spring Break for staff development across campus....all being developed.
   d. Compensation & Benefits Committee: knowing that cash bonuses / raises are not in our future the committee is requesting leave be used as a bonus (supervisors be authorized to
award) and that when a non-exempt person is being terminated that the notification be extended (currently it is 30 days for non-exempt and 9- for exempt).

9. **UAA Campus Committees**
   a. Diversity Action Council – see report
   b. University Assembly – see report
   c. Facilities Space & Planning – the deans are currently working on a set of guidelines for how they will manage academic space on campus. There may be some changes to the FSPC charge once the guidelines are established.
   d. Campus Safety Committee – see report
   e. Institutional Self Study – nothing to report

10. **UA Staff Alliance Committees**
   a. Staff Alliance – no report
   b. Staff Health Care Committee – see report
   c. Joint Health Care Committee - The Health Budget at the government level is looking at tuition waivers and grad assistance stipends being taxable (all *someone* to give your opinion).
   d. Staff Compensation Committee - exploring furlough and raises together. New evaluation training will be done at the MAU level.
   e. Morale Committee
   f. Staff Emeritus Ad Hoc Committee

11. **Open Forum**

12. **Adjourned at 1148am.**