I. Call to Order

II. Roll- (P= Present; A= Absent; E= Excused; T= Telephonic Participation)

### 2018-2019 Officers

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III. Agenda Approval

IV. Meeting Summary Approval

V. Guest Speaker

A. USUAA President, Geser Bat-Erdene

VI. Officer’s Reports

A. President’s Report
   i. Suspension of University Assembly Memo

B. First Vice President’s Report

C. Second Vice President’s Report
D. Past President’s Report

VII. Consent Agenda

A. Undergraduate Curriculum
   i. Courses
   Chg AET A101: Fundamentals of Construction Documents
   Chg AET A102: Methods and Materials of Building Construction
   Chg AET A123: Codes and Standards
   Chg AET A181: Fundamentals of Building Information Modeling (BIM)
   Chg AET A213: Fundamentals of Civil Construction
   Chg AET A231: Structural Dynamics
   Chg AET A242: Mechanical, Electrical, and Plumbing Systems
   Chg AET A285: Design Project 1
   Chg AET A286: Design Project 2
   Chg AKNS A101B: Elementary Tlingit Language I
   Chg AKNS A101C: Elementary Alaska Native Language I
   Chg AKNS A101F: Elementary Dena'ina Language I
   Chg AKNS A102B: Elementary Tlingit Language II
   Chg AKNS A102C: Elementary Alaska Native Language II
   Add AKNS A102F: Elementary Dena'ina Language II
   Chg ATC A251: Flight Dispatcher Overview
   Chg ATP A126: Instrument Flying
   Add BA A111: Real Estate Management and Investment Workshop
   Chg BA A215: Introduction to Real Estate Management
   Chg BA A388: Globalization and Business Environment
   Chg BA A460: Marketing Management
   Chg BA A481: Applications in Management
   Chg BIOL A100: Human Biology
   Chg BIOL A178: Introduction to Oceanography
   Chg BIOL A179: Introduction to Oceanography Laboratory
   Chg BIOL A467: Wildlife Ecology
   Chg BIOL A490: Selected Lecture Topics in Biology
   Chg CA A495: Hospitality Internship
   Add CE A439: Loads on Structures
   Chg CM A222: Sustainability in the Built Environment
   Chg COMM A111: Fundamentals of Oral Communication
   Chg COMM A120: Introduction to Human Communication
   Add COMM A130: Social Media and Communication
   Chg COMM A235: Small Group Communication
   Chg COMM A236: Interviewing
   Chg COMM A237: Interpersonal Communication
Chg  COMM A241: Public Speaking
Chg  COMM A305: Intercultural Communication
Add  COMM A310: Democracy, Deliberation, and Communication
Chg  COMM A320: Argumentation and Debate
Add  COMM A330: Collaboration and Group Decision Making
Chg  COMM A340: Nonverbal Communication
Chg  COMM A341: Advanced Public Speaking
Chg  COMM A345: Communication and Gender
Chg  COMM A346: Oral Interpretation of Literature
Add  COMM A350: Communication in the Workplace
Chg  COMM A360: Competitive Debating
Chg  COMM A370: Relational Communication
Chg  COMM A380: Theories of Human Communication
Chg  COMM A390: Selected Topics in Communication
Chg  COMM A410: Communication in Education
Chg  COMM A412: Persuasion
Chg  COMM A420: Family Communication
Add  COMM A450: Communication and Leadership
Chg  EE A354: Engineering Signal Analysis
Chg  EE A438: Design of Electrical Engineering Systems
Chg  EE A458: Antenna Theory
Chg  EE A462: Communication Systems
Chg  EE A465: Telecommunications
Chg  EE A471: Automatic Control
Chg  ENGL A120: Critical Thinking
Chg  FREN A301: Advanced French I
Chg  FREN A302: Advanced French II
Chg  GER A301: Advanced German I
Chg  GER A302: Advanced German II
Add  HLTH A151: Breaking Trail on Your Health and Human Service Career
Add  HS A305: Public Health for an Aging Society
Chg  JPN A301: Advanced Japanese I
Chg  JPN A302: Advanced Japanese II
Chg  PEP A275: Media and Strategic Communication for Outdoor Professionals
Chg  PHIL A302: Biomedical Ethics
Chg  PHIL A401: Aesthetics
Add  PM A440: Organizational Project Maturity and Improvement
Add  PM A441: Lean Six Sigma Green Belt
Chg  RUSS A301: Advanced Russian I
Chg  RUSS A302: Advanced Russian II
Chg  SPAN A301: Advanced Spanish I
ii. Programs

B. Graduate Curriculum
   i. Courses
   Chg CE A623: Traffic Engineering
   Chg CE A624: Pavement Design
   Chg CE A625: Highway Engineering
   Chg DN A690: Selected Topics in Advanced Dietetics and Nutrition
   Chg DN A692A: Seminar: Current Issues in Dietetics Clinical and Community Nutrition
   Chg DN A692B: Seminar: Current Issues in Dietetics: Community Nutrition
   Chg DN A695C: Practicum in Clinical Nutrition
   Chg DN A695D: Practicum in Community Nutrition
   Chg EDSE A634: Support and Supervision of Paraeducators
   Chg EDSE A670: Topics in Special Education
   Add EDTL A692: Early Career Teaching Seminar: Culturally Responsive Education
   Add PM A640: Organizational Project Maturity and Improvement
   Add PM A641: Lean Six Sigma Green Belt
   ii. Programs
   Chg TLRN-MED: Master of Education in Teaching and Learning
   Chg DIET-GRCERT: Graduate Certificate in Dietetic Internship
   Chg DINU-MS: MS Dietetics and Nutrition

C. Direct Appointment of UFEC Member Andy Veh, Assoc. Prof.
VIII. Boards and Committees Reports

A. Graduate Academic Board
B. Undergraduate Academic Board
C. General Education Review Committee
D. University-wide Faculty Evaluation Committee
E. Academic Assessment Committee
F. **Academic Computing, Distance Learning and Instructional Technology and e-Learning** (pg.17)
G. Budget, Planning, and Facilities Advisory Committee
H. **Diversity Committee** (pg. 20)
I. Faculty Grants and Leaves Committee
   Round 1 applications for faculty development funds and research travel grants are due to the Office of Academic Affairs by March 18th. Submissions must include the applicable Dean’s signature, so check with your Dean regarding their submission schedule.
   Round 1 funds are intended for activities conducted during the period from July 1st – December 31st. Specific information regarding the process can be found at [https://www.uaa.alaska.edu/academics/faculty-services/faculty-development/index.cshtml](https://www.uaa.alaska.edu/academics/faculty-services/faculty-development/index.cshtml).
   The committee still has vacancies from COH, CoENG and CAS.
J. **Institutional and Unit Leadership Review Committee** (pg. 24)
K. Library Advisory Committee
L. Student Academic Support and Success Committee
M. Community Campus Committee
N. Academic Honesty and Integrity Committee
O. **Research and Creative Activity Committee** (pg. 25)
P. Joint Ad Hoc Committee on Internationalization
Q. Joint Ad Hoc Committee on Education Abroad
R. Joint Ad Hoc Committee on Faculty Course Evaluation System IDEA
IX. **New Business**

A. [Qualtrics Survey](#)

B. [Interstate Passport](#) discussion, Dan Kline

X. **Administrative Reports**

A. Chancellor, Cathy Sandeen

B. Interim Provost, John Stalvey

C. Vice Chancellor of Administrative Services, Beverly Shuford

D. [Vice Chancellor of Advancement, Megan Olson](#)

E. [Vice Chancellor of Student Affairs, Bruce Schultz](#) (pg. 26)

F. Vice Provost of Academic Affairs, Susan Kalina
   i. Accreditation Update

G. CIO, Adam Paulick

H. United Academics Union Representative, Sharon Chamard

I. [Office of Institutional Effectiveness, Engagement and Academic Support](#) (pg. 31)

J. [Associate Vice Chancellor for Alaska Natives and Diversity, Jeane Breinig](#) (pg. 36)

S. Vice Provost for Student Success, Claudia Lampman

XI. **Informational Items & Adjournment**

A. [UA Statewide Human Resources Update](#) (pg. 42)
XII. Call to Order

XIII. Roll- (P= Present; A= Absent; E= Excused; T= Telephonic Participation)

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XIV. Agenda Approval (pg. 1-4)

Approved

XV. Meeting Summary Approval (pg. 5-9)

Approved

XVI. Guest Speaker

A. Korina Atkinson & Dorn Van Dommelen, International Education Committee
B. Carrie King, Academic Pathways Update
C. Kendra Sticka & Denise Runge, Online Learning Advisory Council (OLAC)
D. Laura Zamborsky
E. Dan Kline, Passport Update

XVII. Officer’s Reports
E. President’s Report (pg. 10-11)
F. First Vice President’s Report (pg. 12-13)
G. Second Vice President’s Report (pg. 14-15)
i. Special Report: Administrator Training (pg. 16-23)
H. Past President’s Report

XVIII. Consent Agenda
A. Undergraduate Curriculum
i. Courses
   Chg ATC A351: Flight Dispatcher Operations
   Chg ATP A101: Pre-Professional Flying
   Chg ATP A218: Commercial Flying I
   Chg ATP A219: Commercial Flying II
   Chg ATP A220: Commercial Flying III
   Chg ATP A301: CFI Flying
   Chg ATP A305: Airplane Multiengine Land Rating
   Chg BIOL A452: Human Genome
   Chg CE A423: Traffic Engineering
   Chg CE A424: Pavement Design
   Chg CE A425: Highway Engineering
   Chg DH A424: Community Dental Health II
   Chg DNCE A170: Dance Appreciation
   Chg DNCE A262: Theory and Improvisation
   Chg DNCE A361: Approaches to Dance Composition
   Chg DNCE A370: Interdisciplinary Dance Studies: Issues and Methods
   Chg ECON A210: Environmental Economics and Policy
   Chg ECON A310: Energy Economics
   Chg ECON A333: Experimental Economics
   Chg ECON A337: Development Economics
   Chg ECON A351: Public Finance
   Chg ECON A456: Behavioral Economics
   Chg ENGL A478: Public Science Writing
   Chg ENGL A499: English Honors Thesis
   Chg FREN A301: Advanced French I
   Chg FREN A302: Advanced French II
   Chg MATH A113: Numbers and Society
   Del SOC A242: Introduction to Family, Marriage, and Intimate Relationships
   Del SOC A250: Guns in American Society
B. Graduate Curriculum  
i. Courses  
  Chg HS A698: MPH Practicum-Project  
  Chg HS A699: MPH Practicum-Thesis

Consent Agenda Unanimously Approved

XIX. Boards and Committees Reports

T. Graduate Academic Board

U. Undergraduate Academic Board

V. General Education Review Committee

W. University-wide Faculty Evaluation Committee

X. Academic Assessment Committee

Y. Academic Computing, Distance Learning and Instructional Technology and e-Learning (pg. 24-25)

Z. Budget, Planning, and Facilities Advisory Committee

AA. Diversity Committee (pg. 26-29)

BB. Faculty Grants and Leaves Committee

CC. Institutional and Unit Leadership Review Committee (pg. 30)

DD. Library Advisory Committee

EE. Student Academic Support and Success Committee

FF. Community Campus Committee

GG. Academic Honesty and Integrity Committee

HH. Research and Creative Activity Committee

II. Joint Ad Hoc Committee on Internationalization
JJ. Joint Ad Hoc Committee on Education Abroad

KK. Joint Ad Hoc Committee on Faculty Course Evaluation System IDEA

XX. New Business

A.

XXI. Administrative Reports

K. Chancellor, Cathy Sandeen

L. Interim Provost, John Stalvey

M. Vice Chancellor of Administrative Services, Beverly Shuford

N. Vice Chancellor of Advancement, Megan Olson (pg. 31-35)

O. Vice Chancellor of Student Affairs, Bruce Schultz (pg. 36-41)

P. Vice Provost of Academic Affairs, Susan Kalina (pg. 42-44)
   i. Accreditation Update

Q. CIO, Adam Paulick (pg. 45-46)

R. United Academics Union Representative, Sharon Chamard

S. Office of Institutional Effectiveness, Engagement and Academic Support

T. Associate Vice Chancellor for Alaska Natives and Diversity, Jeane Breinig (pg. 47-48)

LL. Vice Provost for Student Success, Claudia Lampman

XXII. Informational Items & Adjournment

A.
January 25, 2019

PRESIDENTS REPORT

Welcome Senators to Spring 2019! I hope everyone has recovered from the earthquake and has all repairs done. January 2019 has been a challenging month for UAA due to the loss of CAEP Accreditation to our SOE. Members of Faculty Senate Executive Board set up a meeting with the SOE Faculty on Friday January 19\textsuperscript{th}. The purpose of the meeting was to get a sense of what was happening at the SOE and what steps UAA leadership is taking to insure that students, faculty and staff of the SOE are fully informed about future options, with this devastating set of circumstances.

It was clear that the Administration had not met with the SOE Faculty and that they were feeling quite vulnerable and although they are continuing to work with students and SOE advisors, etc. they themselves are unclear as to what options leadership is considering. Also, the College of Education – now School of Education (C/SOE) has had major leadership change since 2011.\textsuperscript{1}

The Faculty Senate Executive board recommended the following in a memo to Chancellor Sandeen dated January 21, 2019:

1) PR is #1 Priority – We must stop the hemorrhaging and establish a counter narrative. ISER has data the illustrates the value of UAA C/SOE Alum in the State. UAA has prepared more teachers than UAF and UAS – the graduates have been highly successful teachers. CAEP is also a new accrediting body – and this was the first time UAA has gone through this accrediting body, and previously COE has been successfully accredited by pre-existing national accrediting bodies.

2) Internal attention needs to be forthcoming immediately to the SOE faculty so they are in the loop on the planning for what is happening both with UAA SOE and the new Alaska College of Education

\textsuperscript{1} For example, they have had 5 Deans and now an Interim Director since 2011. They have experienced faculty and professional staff attrition. There is also confusion as to the new Alaska College of Education established by President Johnsen, which hopefully will start taking shape under Dean Steve Atwater.
QUALTRICS ON COURSE BLOCK ALIGNMENT
Please participate in a Qualtrics sent over Faculty list serve on course block alignment. This is important as we need to get a sense of how UAA Faculty feel. The qualtrics will be active until March 1st. The info will be shared with Faculty Alliance, who will be making recommendations to President Johnsen and VP Layer.

SUSPENSION OF UNIVERSITY ASSEMBLY
The Chancellor has suspended UAA Assembly on 11/12/18. The memo is at the end of my report. USUAA, Staff Council and myself have met twice – as an ad hoc committee. There were issues of making quorum, as UA also had an Alumni rep – and often there was no Alumni participation. The three governance body leaderships are working on writing by-laws and a constitution. We feel that in the interests of shared governance – there does need to be some official group at UAA that consists of USUAA, Staff Council and Faculty Senate.
November 12, 2018

TO: Geser Bat-Erdene  
    USUAA President

    Lea Bouton  
    Alumni Association President

    Brenda Levesque  
    Staff Council Co-President

    John Moore  
    Staff Council Co-President

    Maria Williams  
    Faculty Senate President

FROM: Cathy Sandeen  
  Chancellor

RE: University Assembly

In accordance with Board of Regents Policy 03.01.010, I am suspending the University Assembly as a formal body effective immediately. However, I strongly encourage UAA governance groups to continue current cross-collaborations and exchange of ideas using other more informal channels.

Since the Assembly was created in 1976 to provide official representation for the alumni, APT (administrative, professional and technical) staff, classified staff, faculty and students, UAA has implemented a fully-fledged system of governance that includes Faculty Senate, Staff Council, USUAA and Alumni Association, and a full roster of committees.

As a means for information sharing and collaboration, the leadership of staff council, student government and alumni board will be invited to attend the first part of the monthly Full Council of Deans and Directors meetings, joining the Faculty Senate president who already attends. The first meeting to which all governance leadership is invited will be November 28.

Cc: Chancellor’s Cabinet  
    Governance Coordinator
The Executive Board met with Faculty Senate committee chairs on January 10 to review and provide suggestions for revision of the Faculty Senate Bylaws and Constitution.

Discussion included a review of the status and purpose of the Academic Honesty and Integrity Committee and highlighted the importance of creating a strong connection between faculty and administrative work in this area. Changes in shared governance structures including the University Assembly and the Chancellor’s Advisory Council (highlighted in yellow in the working draft of the constitution) were also discussed.

Suggested revisions received to this point are highlighted in red in the working drafts located with the current bylaws and constitution on the Faculty Senate website.

The first reading is scheduled for the March 1 Faculty Senate meeting. Please review your committee bylaws and forward suggested changes to those bylaws through your committee chairs by February 22 for inclusion in the March 1 meeting agenda. Any other suggested amendments to the bylaws or constitution should be submitted by the same date.

The following information from the bylaws and constitution governs the amendment process.

**Bylaw Amendment**

**Article 10. Amendments**

A. Amendments to the Bylaws may be proposed by any tenure-track member of the faculty eligible to serve as a Senator.

B. Copies of proposed amendments shall be sent to all members of the Faculty.

C. The President shall schedule a first reading and discussion of the proposed amendment at the first meeting of the Faculty Senate following distribution of copies of the proposed amendment. The second reading of a proposed amendment may be held not sooner than the second regular meeting following the distribution of copies.
D. Following the second reading, the amendment shall by voted on by all faculty members eligible to serve as Senators, as described in Article 3, section 1, of this Constitution. Amendments shall be approved by a simple majority vote. The vote shall be considered invalid if fewer than twenty-five (25%) of the eligible voters respond. A Motion to Reconsider may be made only at the following meeting.

Constitution Amendment

ARTICLE 9. AMENDMENTS

Section 1. Amendments to the Constitution may be proposed by any tenure-track member of the faculty eligible to serve as a Senator.

Section 2. Copies of proposed amendments shall be sent to all members of the faculty.

Section 3. The President shall schedule a first reading and discussion of the proposed amendment at the first meeting of the Faculty Senate following distribution of copies of the proposed amendment. The second reading of a proposed amendment may be held no sooner than the second regular meeting following the distribution of copies. Any tenure-track faculty member eligible to serve as a Senator may participate in floor discussions during the first and second readings.

Section 4. Following the second reading, the amendment shall by voted on by all faculty members eligible to serve as a Senator, as described in Article III, section 1, of this Constitution. Amendments shall be approved by at least a two-thirds vote. The vote shall be considered invalid if fewer than twenty-five percent (25%) of the voting membership respond. A Motion to Reconsider may be made only at the following scheduled meeting.
Faculty Senate, Board, and Committee Vacancies

Faculty Senate
- There are currently no vacancies within Faculty Senate or on the E Board!

Board and Committee Vacancies
- **Undergraduate Academic Board (UAB)**, Meetings are held every Friday, except the first, 2:00 to 5:00
  - 2 Faculty Senate seats
  - PWSC representative
  - SOEd representative
- **Graduate Academic Board (GAB)**, Meetings are held the second and fourth Friday, 9:30 to 11:30
  - 2 Faculty Senate seats
  - CAS representative
- **General Education Review Committee (GERC)**, Meetings are held every Friday, except the first, 12:30 to 1:30
  - USUAA Campus representative
- **Academic Assessment Committee (AAC)**, Meetings are held the first and third Fridays of every month from 11:00 to 12:30
  - 3 Faculty Senate seats
  - PWSC representative
- **Faculty Grants and Leaves (FGL)**
  - CAS representative
  - CoEng representative
  - COH representative
- **University-wide Faculty Evaluations Committee (UFEC)**, Meetings are held every Friday morning from January to March
  - 1 bipartite faculty seat
  - 2 tripartite faculty seats
ACDLITE Report to the Faculty Senate
January 2019

ACDLITE Members
Veronica Howard, Chair; Toby Long, Co-Chair
Kitty Deal Alpana Desai David Fitzgerald Getu Hailu
Barbara Harville Matt Kuplik Joseph Lefleur Micah Muer
James Oleksyn Lynn Paterna Lorelei Sterling Ammie Tremblay
Yoshito Kanamori

Visiting Speakers:
Adam Paulick (IT), Dave Dannenberg (AI&E) (December 2018)
Adam Paulick (IT), Heather Nash (AI&E) (January 2019)

Click HERE to review December 14 2018 Meeting Minutes
Click HERE to review January 11 2019 Meeting Minutes

● Brief Update: Distance Learning OLAC Evaluation - Dave Fitzgerald
  ○ Barbara expresses concern that evaluation of courses appears to be reserved only for
  online courses, suggests that we should be developing quality assurance metrics for
  all courses
  ○ Dave F. adds that we appear to be adding more restrictions to online teaching
  compared to F2F
  ○ Perhaps a grassroots, faculty-initiated approach to quality assurance
  ○ Barbara -- follow up to discuss contacting senior faculty to bring to faculty senate re:
  self-created faculty evaluation

● Fall Technology Survey - Veronica Howard
  ○ Summary of results
  ○ Major findings:
    ■ Blackboard appears to be working better than semesters past
    ■ Faculty generally happy with, but experience challenges with classroom-based
      technology
    ■ Many faculty report having fully accessible courses, but this question may
      have been misinterpreted; faculty will require additional support in
      transitioning to fully accessible course materials

● Website Update Review - Toby Long & Lorelei Sterling
  ○ Website content has been completely updated
  ○ Older information, especially information related to the past eLearning Luncheons,
  will continue being updated/archived as appropriate
  ○ Please report any errors to uaa_acdlite@alaska.edu

● eLearning Luncheon - Friday February 15, 2019 11a-1p
  ○ Space is limited, please RSVP at uaa.alaska.edu/acdlite

● Update on Faculty Senate Bylaws - Veronica Howard
  ○ Bylaws reviewed in chairs meeting 1/10/2019
  ○ Drafted bylaws available for review on faculty senate page.
- Brief review of content related to committee charge & expectations
- ACDLITe requests no changes to bylaws (unanimous vote)

- Information Technology (IT) Updates
  - ACDLITe Representative to Campus Security Project
    - Looking for faculty willing to serve on a project related to policies for on-campus access & the technology related to door locks, security cameras, and physical access on campus
    - Yoshito Kanamori (CBPP) will serve as the ACDLITe representative
  - Eagle River Campus updates:
    - Big move is making Eagle River ready for receiving students.
    - ER will continue conducting evening classes.
    - All cabling, projectors, computers, other devices, etc. have been replaced and/or evaluated and reinstalled.
    - 25% PC failure rate due to water damage
    - Eagle River campus should be ready for use by 1/14/2019
    - One of the new components being added in ER are wireless projectors; the hope is that the pilot testing of their usability goes well. We might see these projectors in Anchorage soon!
  - Presentation with Provost Stalvey, Vice Provost of Student Success Lampman, and Vice Chancellor for Administrative Services Shufford:
    - Presentation went well, leadership seems very interested in making investments in technology for classrooms;
    - No dedicated funds for tech refresh in the classrooms!
    - Committee requested additional information about which classrooms are not centrally scheduled (e.g., WWA, ARTS 150, NSB 202) that might need updates.
  - Win7 computers
    - Win7 is reaching the end of its service life. Over 800 PCs on campus need to be updated to Win10.
    - A smaller number of Win8 computers will also be updated.
    - IT goal to get all computers into Win10 so they can continue to get ongoing updates and remain up to date.
  - Video Conferencing Update
    - The RFP committee is in the middle of deliberations on deciding the new software.
    - UAA reps: Tim Wheelock (IT) & Heather Nice (CoH).
    - Expect update In February.

- Academic Innovations & eLearning (AI&E) Update
  - 2016 theme upgraded on December 21, 2018.
    - An earlier version of these meeting minutes indicated that the Bb interface would not be upgraded due to a limited testing window.
  - 2019 Tech Fellows
    - Tech Fellows Application to open Monday 1/14/2019
    - Theme: Textbook Transformation Fellows, adopting free or open access course materials in lieu of commercial products to support student success
    - Application open from 1/14 through 2/24/2019
  - New Staff
    - AI&e now has 6 Instructional designers! (... to support 1800 faculty).
● Dana Haff - new accessibility designer. (We’ll meet her at the eLearning Luncheon February 15 - don’t forget to RSVP!)
● John Farmer - beginning January 22
  ■ Rob Carrillo - new Title 3 program coordinator, replacing Richard Webb. Rob is a rockstar, and comes very highly esteemed.
  ○ Amy Talbot’s position as lead Bb Engineer extended through end of academic year; first job search failed.
  ○ Blackboard Ally
    ■ On and open in all courses
    ■ Faculty are beginning to reach out to AI&e for more support
    ■ Note: header images are not accessible; Bb engineers are on it
    ■ Committee member question: “now that we know the materials aren’t accessible, do we have to change them?” A: “UAAP has no policy requiring faculty to make their materials accessible, but federal law requires that all course materials are accessible to all students on day 1.”
    ■ Statewide web accessibility group created a draft accessibility policy. The draft came to the web CIO team. The policy says “follow the law.”
    ■ Join us for the eLearning Luncheon 2/15 for more information about Ally and accessibility!
  ○ Course Accessibility Review: Beta Testing Available
    ■ Run a course accessibility checker using the link webdev.uaa.alaska.edu/access
    ■ NOTE: Anyone in the system can view the accessibility tool.
      ● This means that all users will have access to the reports of other instructors.
      ● The tool does not link to any course content (e.g., documents, videos, etc.), nor does it violate FERPA by releasing student information.
    ■ AI&e may be able to help review and provide a report of course accessibility. Expect 2 week turnaround on requests for help reviewing course content.
    ■ Faculty may also self-serve if they understand the basics of web accessibility. For more information about accessibility, visit https://www.uaa.alaska.edu/about/accessibility/
    ■ To join the beta-testing group, email Heather Nash (hmnash@alaska.edu) or Devin Feighan (dafeighan@alaska.edu).

Next Meeting: Friday, February 08, 2018
10:00 a.m. – 12:00 p.m.
SSB 120B
Faculty Senate Diversity Committee November Report

Attendance at meeting held January 18, 2019 3-4:30pm in ADM 102.

2018-2019 Co-Chairs

| P | Erin Hicks, Physics & Astronomy | P | Thomas Chung, Arts |

2018-2019 Members

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<th>Carrie Aldrich, Writing</th>
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<td>P</td>
<td>Jeane Breinig, Interim Vice Chancellor of Alaska Natives &amp; Diversity (ex-officio)</td>
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<td>Wei-Ying Hsiao, Education</td>
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<td>Sigrid Brudie, Library</td>
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<td>Kathy Kelsey, Biology</td>
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<td>Yvonne Chase, Human Services</td>
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<td>Beth Leonard, Alaska Native Studies</td>
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<td>Amber Christensen Fullmer, Human Services</td>
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<td>Emily Madsen, English</td>
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<td>Hiroko Harada, Languages</td>
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<td>Kimberly Pace, Political Studies and Women's Studies</td>
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P= Present; A= Absent; E= Excused
I. Roll call and welcome

*Meeting convened at 3:05*

II. Discussion of potential changes to the Faculty Senate Constitution and Bylaw points of relevance to FSDC.

*Sigrid Brudie attended the 1/10 Faculty Senate Chairs meeting to revise bylaws/constitution. The main areas of possible revision involving FSDC brought up in that meeting were:*

1. *Mentioned in the constitution is the Diversity subcommittee called Alaska Native and Indigenous Faculty. Maria Williams was unsure of the status of this subcommittee. At our meeting Jeane Breinig explained that an ad hoc group of Alaska Native and indigenous faculty meet periodically but it was no longer formalized. Amber Fullmer offered to check in with these faculty members for the possibility of formalizing the group under the constitution guidelines. Once interest in this is established, FSDC will be able to report back about requested changes to the constitution.*

2. *FSDC evaluated the UAA Bylaw description of Faculty Senate Diversity Committee and were in agreement that the language was still accurate and no changes were suggested.*

III. Proposal for FSDC to prioritize reinstating an ESL program at UAA

*Co-chairs Thomas Chung and Erin Hicks offered the proposal that FSDC prioritize the task of supporting the reinstatement of an ESL program at UAA. This was deemed favorable to the committee, as support for international students requires programs such as ESL. FSDC will track down data about enrollments from the program before it was canceled.*
IV. Update from Dr. Jeane Breinig, Associate Vice Chancellor, Alaska Natives and Diversity

Jeane Breinig briefed FSDC about the current progress of the DAC. A breakdown of each subcommittee was given, as was the notice that a call will be sent out soon to join the subcommittees.

V. Subcommittee Updates

a. Diversity & Inclusion GER: SLOs (Tom)

Thomas Chung reported that the reevaluation of the GER course inventory was completed at the end of November and that 42 course designated as potentially representing the SLO’s are now labeled as successfully satisfying ¾ of the Student Learning Outcomes. There are a total of 98 GER classes that are now potentially relevant to be included in the Diversity GER.

b. Diversity & Inclusion GER: Benchmarks (Erin)

Erin Hicks reported that the DAC subcommittee on Diversifying Curriculum will be establishing benchmarks by which to measure success for the D&I GER, as well as other goals of this subcommittee.

c. Multicultural Postdoctoral Fellowship Program Working Group (Erin)

Erin Hicks reported that the recommendations of the Multicultural Postdoctoral Fellowship Working Group were delivered to Interim Provost Stalvey mid-December. There has been no announcement yet of the next call for proposals nor of any decisions made on what the new program structure will be. In response to a recent email sent to Interim Provost Stalvey it was reiterated that the program was a priority, but that other events have delayed progress in finalizing the program structure.

d. Multicultural Postdoctoral Fellowship Program: Prof. Development

This committee will report progress next meeting.

e. FSDC Website & Diversity Database (Emily)

Emily Madsen is making progress on the FSDC website and is planning on having the updated website completed before April. Gabe Garcia is finalizing the Diversity Database and FSDC members were asked to review the website and
provide feedback on the survey. Suggestions were made to offer an option for Staff to complete the survey, as well as providing more Staff relevant sections and space for longer descriptions and ranges of activity.

f. Internationalization (Songho)

Songho reported that no funding has been devoted to or has plans to be devoted to the Internationalization effort in AY 2020. Request for funding was rejected.

VI. Update on search for “Chief Diversity Officer” (Erin)

Jeane Breinig and Erin Hicks reported that the exploratory committee recommendations were provided, and that the position details were being reviewed by Interim Provost Stalvey and Chancellor Sandeen. Fall 2019 is the hoped for time that this position will be filled.

VII. Update on DAC subcommittees (Erin)

Erin Hicks reiterated Jeane Breinig’s message that the DAC subcommittees that are tasked with overseeing the implementation of the D&IAP recommendations will be in need of committee members and that any interested FSDC members should respond to the call for nominations.

VIII. Break out into FSDC Subcommittees?

Committee members needing to discuss matters specific to their subcommittees were offered time to conduct these discussions.

VII. Announcements

Thomas Chung informed FSDC that the closing performance and talk happening at his Anchorage Museum art show will be on 1/18. This will conclude a series of his talks concerning issues of diversity in related to the exhibition.
Per the Provost, IULRC is preparing to survey faculty this spring semester in the Consortium Library and CTC, regarding unit leadership in both. We have not received an answer yet from the Chancellor via the Provost whether we will be assigned the responsibility of surveying faculty in the Kenai and Mat-Su community campuses.

To prepare for the known surveys, we have communicated with CIO Adam Paulick and with his support, have met with IT managers. We are in possession of the survey instrument that will be modified to meet the specific needs of the Consortium Library and CTC.

Our next steps are to meet with the Deans of the Consortium Library and CTC, modify the survey instruments and begin deployment with IT. Those surveys will be deployed two weeks apart from each other.

We remain concerned that we will receive a timely decision about the two community campuses so that, if the decision is to survey one or both of those campuses, we have enough time to deploy the survey before the end of this semester.

Prepared by Forrest Nabors, Chair, IULRC
The Faculty Senate Research and Creative Activity Committee (RCAC) met on December 14th, 2018. Present were committee members Thomas Dalrymple, Jill Flanders-Crosby, Nate Hicks, Zeynep Kiliç, Caixia Wang, and guest George Kamberov (Interim Vice Provost for Research).

The committee’s principal focus for the year continues to be to support the rollout of the new electronic annual activity report (eAAR) instrument using the Digital Measures Activity Insight platform. Several committee members will therefore be serving on the Fac. Senate ad hoc eAAR Steering Committee, in particular helping to customize the instrument to suit college-specific needs of faculty.

The committee continues to stand ready to assist Chancellor Sandeen with the proposed new Task Force on Research Administration.

The committee continues to work on a faculty-wide survey to gather a broad sample of faculty concerns about goals and barriers regarding Research & Creative Activity at UAA. The committee will then work to identify the issues with the greatest impact, and it will work with other UAA bodies (e.g. Office of Research) to resolve as many of these as possible.

The committee worked with the Interim Vice Provost for Research to provide broader and more inclusive criteria for Creative Activity in the current UAA Innovate award solicitation.

The next committee meeting is scheduled for February, 2/8, at 1 pm, location t.b.d.
Admissions

The Admissions student recruitment team has completed hosting application days at Anchorage and Mat-Su area high schools this fall. These events have generated over 800 applications.

Junior Day will be March 1. This new event is aimed at high school juniors and is intended to give high school students a first look at UAA academic programs, campus life activities and other important aspects of the college experience. Participating students will attend three breakout sessions including a college planning session, academic session, and campus life. Registration is required and event participation will be capped at 500. Presenters and volunteers are needed for Junior Day. If you’re interested, please contact Alexis Rasley (acrasley@alaska.edu), Recruitment Coordinator, for more information.

Kids2College is coming up on April 12—more details coming soon.

College-specific brochures are being mailed to over 5,000 seniors throughout the next month, along with additional print and emails to continue to recruit students for the fall 2019 semester.

International Student Support Services welcomed 12 new F-1 students (four of whom are athletes), five new J-1 non-degree seeking students, and five new J-1 scholars and professors for Spring 2019.

Career Exploration and Services (CES)

This year Alaska PEAK (Purposeful Engagement, Assessing Knowledge) is taking a leap forward to include new competency-based questions, expanded learning outcomes and a robust set of self-assessment rubrics. The redesign adds more flexibility for students to demonstrate their employability skills in an appropriate industry/disciplinary manner.

Alaska PEAK is a framework for the on-campus student employment experience that leverages reflective learning and relationship building between student employees and their supervisors. The Student Affairs Assessment Team, under the leadership of Whitney Brown, Assessment and Strategic Projects Director, first established the Alaska PEAK framework in 2015.

The program has transitioned to its new home in Career Exploration and Services, led by Director Molly Orheim. Learn more about this opportunity at the Alaska PEAK Supervisors Orientation session on Wednesday, February 6, 10:00-11:30 am in Lyla Richards Conference Room, Student Union 103.

Career Exploration & Services Upcoming Events:
- Salary Negotiation Workshop with Dr. Frank Jeffries, UAA Professor of Management
  Feb. 1, 10:00-11:30 am, Location TBA
- City-Wide Career Fair
  Feb. 8, 10:00 am-4:00 pm, University Center Mall
- BP Business & Engineering Etiquette Lunch
  Feb. 22, 11:00 am-1:00 pm, Lucy Cuddy Hall
- How to Get a Paid Internship in D.C. Panel
  March 21, 11:00 am-1:00 pm, Lyla Richards Conference Room, Student Union 103

Dean of Students Office: Student Conduct; Alcohol, Drug, and Wellness Education; and Care Team

On December 12, 2018, the Dean of Students Office hosted the end-of-semester Care Team Book Club celebration with approximately 40 students, staff, and faculty in attendance. The event honored individuals who reported students to the Care Team and celebrated Care Team Book Club participants who participated during the fall 2018 semester.

Students, faculty, and staff enjoying the end-of-semester Care Team Book Club celebration.
In December 2018, the Dean of Students Office contacted students who were reported to the Care Team or Student Conduct in fall 2018 who did not register for classes for the spring 2019 semester. The purpose of the outreach was to remove barriers to students’ re-enrollment at UAA.

Alcohol, Drug, and Wellness Educator Brittney Kupec held an educational event on the residential campus as part of the Welcome Week programming on Friday, January 18. The program included fun “Minute to Win It” themed games that all related to facts about alcohol or safe drinking.

For National Drug and Alcohol Facts Week (January 22-25), Alcohol, Drug, and Wellness Educator Brittney Kupec had educational tables in the Student Union and talked to students about various facts surrounding alcohol and marijuana including the rates of use and perceptions between college and non-college peers.

Disability Support Services (DSS)

On January 18, DSS held its first Open House after moving within Rasmuson Hall. The Open House highlighted the Universal Design of the new office space including wider halls and doors, adjustable tables and lighting in an expanded testing center, and an assistive technology suite. The three-hour event was well attended by members of Students Affairs, campus wide faculty and staff, advising offices, TRIO, UAF Cooperative Extension Service and administrators from the Anchorage School District.

The September 2018 move facilitated a change of some procedures within DSS. These procedures include improved student and faculty outreach, specific class adjustments, and clarified testing policies. With these changes, early semester requests are up by 112% compared to this time last year.

Based on student and faculty feedback, DSS will be open evenings twice a week to accommodate students that work daytime hours. This extended time can be used for DSS test proctoring for evening courses as well as other student appointments that cannot be scheduled within typical business hours.

Enrollment Services (ES)

Overall enrollment for new students for spring semester was down by two students compared to last year after the first week of add/drop. Fall 2019 applications remain up by 45%.

ES has begun work with CTC to award multi-year scholarships to incoming students for their programs.

ES will be launching the search for a new director of Financial Aid soon. Current Financial Aid Director Sonya Stein will be leaving at the end of February. Associate Director Shauna Grant will be serving as Interim Director of Financial Aid.

New Student Orientation (NSO)

NSO hosted Spring 2019 Howl Days on January 10, marking the final orientation for the season; 141 people attended (114 new students and 27 guests).

NSO is currently recruiting for UAA FUSION (For Unity and Service in Our Neighborhoods). Students will have an opportunity to serve the Anchorage community by volunteering at local non-profits on February 14-15. Contact the Wolf Pack at (907) 786-1224 to learn more.

Office of the Registrar

The Office of the Registrar will host a scheduling training session, to include CLSS (academic scheduling software), on January 30 at noon in EIB 217.

The summer 2019 schedule is viewable in UAOnline on February 4. Summer priority registration begins February 11 for degree-seeking students. Open registration begins February 25.

The fall 2019 schedule is due in CLSS on February 15. Schedulers will have an opportunity to correct errors on March 13. The schedule will be locked from editing on March 14 in final preparation for the schedule to be viewable in UAOnline on March 18. (UAA is closed March 15 for spring break.)
Catalog page owners are welcome to submit 2019-20 non-curricular catalog edits in nextcatalog (https://nextcatalog. uaa.alaska.edu) at their earliest convenience. (Curriculum edits must go through CIM and the appropriate academic board.) Page edits for the 2019-20 catalog are due April 26. Please email uaa.catalog@alaska.edu with questions or to update catalog page owners.

Office of Financial Aid (OFA)

OFA is busy processing financial aid for spring students. Over $24 million has been disbursed to approximately 10,600 UAA students. The office also began sending financial aid award letters to incoming fall 2019 applicants in December. To date, 400 new students have received fall 2019 award letters. Students also continue to receive periodic email reminders to complete next year’s financial aid and scholarship applications. Monthly FAFSA workshops are offered to assist students and parents through the application process. FAFSA workshops at King Technical and Dimond High Schools are also scheduled for February. Multiple scholarship workshops will continue to be offered for current students up until the February 15th deadline (note: new students do not need to submit a scholarship application).

In an effort to reduce the number of former UAA students defaulting on federal student loans, OFA recently partnered with Student Connections to begin default management outreach. In early January, Student Connections began calling and emailing delinquent loan borrowers on behalf of UAA. Student Success Counselors with Student Connections help UAA borrowers understand their loan obligations and responsibilities, discuss available payment options, and promote long-term repayment success. This partnership helps build on existing outreach OFA does to build UAA student’s financial literacy.

The $avvy $eawolf — Financial Literacy @ UAA spring workshop schedule is available, please email uaa.financial.literacy@alaska.edu to request a copy.

Residence Life

Over a fourth (27.7%) of residents achieved a Fall 2018 term grade point average (GPA) of 3.5 or above, making the Dean’s or Chancellor’s list.

The Department of Residence Life hosted Spring 2019 Welcome Home Week with activities ranging from a Seawolf Hockey Rally and Game to academic, personal safety, and inclusion education through evening programming in the residence halls. The Welcome Home Week is designed to help students gear up for the semester and offers social and educational opportunities for our residents.

Residence Coordinators are proactively meeting individually with students in the halls to assist them with finding the right resources on campus to be academically and socially successful at UAA. There is an increased effort to connect our residents to academic advising and support.

Student Health & Counseling Center (SHCC)

SHCC started the spring semester with a full day of staff development activities on January 2. Highlights included hearing from a community speaker who is an expert in transgender care as well as watching an American College Health Association video about Generation Z.

During the month of December, the SHCC remained busy with 391 mental health visits and 427 physical health visits. Due to the level of demand, two new student workers are currently being hired.

Two of our health educators, Hannah Guzzi and Brittney Kupec, became certified in RAD (Rape Aggression Defense) training and will now be providing on-campus training with UPD to students and the UAA community.

On January 25, a community brunch was held in the Student Union Den, hosted by SHCC and the Daily Den Team, to highlight the Emergency Food Cache Program.
STUDENT AFFAIRS
Report to Faculty Senate

The yearly Healthy Sexuality Fair with free STI testing will be offered on February 12.

Student Life & Leadership (SLL)

January has been a great time for staff connections, as well as reconnecting with student employees and student leaders. The professional staff in the department participated in a two-day leadership retreat at Alaska Pacific University and completed the first draft of the five-year departmental strategic plan. Staff conducted a half day student training for the Student Union and Student Activities and Commuter Programs area. USUAA planned and executed a leadership retreat with new and returning members and members of UAA’s fraternity and sorority communities came together for a retreat to focus on goals for the upcoming year.

SLL has a new director, Kim Morton, who was previously serving as the Associate Director for the department. Student Boards & Media Coordinator Zac Clark will be serving as the Interim Associate Director for the semester, while a search for the permanent position is conducted this spring.

The Concert Board has been hard at work on a show for the spring semester—the music duo Atmosphere will be performing March 29 at the Alaska Airlines Center. Tickets are available online: alaskaairlinescenter.com/events/atmosphere. You can also look forward to an upcoming comedy show at the end of the spring semester.

SLL is excited to host the 25th annual Chancellor’s MLK Student Appreciation Brunch on January 26 to recognize UAA students who have made positive contributions to our institution. These students fill a variety of leadership roles in student organizations, work behind the scenes for numerous departments and give of themselves in their courses above and beyond the expected. The keynote speaker for the brunch is Derreck Kayongo, humanitarian and founder of the Global Soap Project. Mr. Kayongo will also be delivering a public lecture on January 25 in Cuddy Hall.

Student Life & Leadership Upcoming Events:

- **Claybody Ceramic Invitational Art Show**
  Jan. 22-Feb. 20, Hugh McPeck Gallery, Student Union

- **Little Black Dress Doesn’t Mean Yes**
  Feb. 12, 6 pm, Student Union Cafeteria
  Hosted by USUAA, join in a conversation about consent and creating a culture of respect on campus and in the community.

- **Emerging Leaders Program**
  Feb. 22-23, Student Union
  A weekend workshop aimed at developing and enhancing leadership skills for new and emerging campus leaders. Interested students can register on UAALife (uaa.alaska.edu/life).

TRIO Programs

The TRIO Programs are expanding the National TRIO Day of Service to the TRIO Week of Service for 2019. Since the passing of a congressional resolution in February of 1986, the National TRIO Day of Service has commemorated the annual achievements of the Federal TRIO programs in communities across the country and aims to raise awareness about the importance of educational opportunity for low-income, first-generation students. To celebrate the 33rd national anniversary, UAA’s TRIO Programs will host a week of service and events February 18-22 to recognize the accomplishments of TRIO students and advocates and to give back to the institution and community. The week’s events will include the following:

- **UAA First-Generation College Celebration**
  Feb. 18, 9:00-10:00 am, Student Union Cafeteria
  All first-generation college students and UAA employees who are first-generation college graduates are invited to join together to build community and engage in discussion about how to support the success of first-generation college students at UAA. The event will feature guest speakers, including Chancellor Sandeen, who will share about their first-generation experiences.

- **Service Projects**
  Feb. 19-21
  TRIO students and staff from Upward Bound and
Student Support Services will engage in service projects in the community at Bean’s Cafe, Alaska Seeds of Change, and the Food Bank of Alaska.

- Closing Celebration
  Feb. 22, 3:00-4:30 pm, Student Union Cafeteria
  Upward Bound and Student Support Services, along with invited guests, will join together for a culminating event to the week, featuring cultural entertainment, speakers, and recognition of outstanding TRIO students, alumni, and advocates who have gone above and beyond to support the mission of TRIO.
CCEL welcomes Interim Director Dr. Donna Aguiniga. Donna was Associate Director of the center in the fall semester.

As part of the Winter Teaching Academy, a session on *CCEL 101: Getting Started with Service Learning and Community Engagement* was offered. Attendees were provided with information about community engagement, faculty support, and other programs offered by the center.

The first spring Think Tank will be on February 21 from 11:30am-12:45pm in LIB 307. The event will be co-hosted by Dr. Mike Mueller in the School of Education.

The retirement party for Judy Owens-Manley, former director of CCEL, was held on January 7. Faculty, staff, and community partners gathered to share memories about Judy’s accomplishments at UAA. Judy was honored for her work with Welcoming Anchorage and was notified that the mayor had proclaimed a Judy Owens-Manley Day in recognition of her work to foster community engagement.

CAFE is delighted to announce that Luis Chavez has joined CAFE as Administrative Assistant and Program Manager, replacing Romanie Roach who left the university in October. Luis has worked at UAA since 2013, most recently in the Math and Natural Sciences Hub in CAS. Come by and say hello!
Over 100 full- and part-time faculty and student affairs professionals attended the 2019 Winter Teaching Academy (Jan. 10-11) and Adjunct Winter Teaching Academy (Jan. 9), co-sponsored by CAFE, AI&e, CCEL, and Academic Affairs. The Academy drew participants from Anchorage, KPC, PWSC, Kodiak, and Mat-Su campuses and all of the academic colleges. Dr. David Marshall (Senior Scholar, NILOA) returned to UAA to lead two structured events designed to improve assignments and ensure that they are effectively aligned with course, program, and institutional goals. One focused on assignments that include an oral communication component, while the other addressed assignments that include critical thinking skills. Other sessions offered at the Teaching Academy included: Reflective Teaching, Blackboard Ally, Active Learning Strategies, Student Success, Accessibility 101, Utilizing Student Feedback, Groups and Teams that Work, Great Ideas for Teaching Students (GIFTS), and more.

25 people attended a UAA/APU Books of the Year panel event entitled "And the People Shall Lead: Centering Frontline Communities' Leadership for Racial and Environmental Justice" featuring Jacqui Patterson, Director, NAACP's national Environmental and Climate Justice Program; Princess Daazhraii Johnson, Neet'saii Gwich'in, board member of Native Movement and former director of the Gwich'in Steering Committee; and Sama Seguinot-Medina, Environmental Health Program Director, Alaska Community Action on Toxics (ACAT). The event, which took place January 23, spoke to the Books of the Year theme “Building Community Resilience”. For more information about the Books of the Year program and ways to build the texts into your courses, please visit: https://www.uaa.alaska.edu/academics/institutional-effectiveness/departments/books-of-the-year.

A new CAFE Faculty Learning Community (FLC) begins Friday January 25 from 9-10:30 am. Led by CAFE Faculty Associate Solveig Pedersen (Communication) and based on the book Contemplative Practices in Higher Education: Powerful Methods to Transform Teaching and Learning by Dr. Jerome Murphy of the Harvard Graduate School of Education, this FLC will meet three Fridays (January 25, February 22, and March 22 in GHH 105). Please contact lchavezjr@alaska.edu to register or for more information.

In conjunction with IRB and the Office of Research and Graduate Studies, CAFE is supporting a session on Jan. 25 designed to help faculty better understand improvements in the way IRB is handling exempt research, as well as the federally-mandated changes in IRB. This session is a follow up to Robert Boeckmann’s email to faculty on Jan. 4.
The popular and successful Writing Your Journal Article in 12 Weeks Faculty Learning Community will launch another scholarly writing community on Mondays, 2:30-3:45 pm, beginning January 28. Jennifer Stone (English) and Shelly Burdette Taylor (Nursing) will help you tackle academic papers, data sets that need your attention, and other writing projects, using the excellent resource Writing Your Journal Article in 12 Weeks: A Guide to Academic Publishing Success. To register or for more information, please contact lchavezjr@alaska.edu

The CAFE faculty development session on “Overcoming Implicit Bias in the Hiring Process” for faculty from the College of Health will take place January 25; this workshop was rescheduled due to the November 30 earthquake. This session follows previous sessions offered in the College of Health and College of Business and Public Policy.

The popular Great Ideas for Teaching Students (GIFTS) workshop series led by CAFE Faculty Associate Stasia Straley (CBPP) invites faculty to share creative ways to engage students in discussions, problem-solving, critical thinking, and more. The series will continue during spring semester with two sessions: March 6, 11:30-1:00, and March 7, 11:30-1:00. Location and distance delivery options TBA.

Clare Dannenberg, Faculty Associate for Faculty Leadership Development, continues to host a monthly gathering of chairs/directors of academic departments to provide support and training around leading academic units. The sessions, held in the morning of the first Tuesday of each month, have been received enthusiastically by chairs/directors. The dates for spring term are Feb. 5, March 5, and April 2.

Co-Chairs Shawnalee Whitney (CAFE) and Jennifer Brock (Engineering) have launched the Chancellor’s Taskforce on Training and Development. The taskforce consists of faculty, staff, student affairs professionals, and administrators from many different areas across the university. The group is exploring the various ways in which training and development is made available at UAA, as well as exemplary approaches at other institutions. The group will provide a report to Chancellor Sandeen in mid-March.
ACADEMIC INNOVATIONS & eLEARNING

Administrative:

- AI&e welcomes new team members:
  - Dana Haff, Instructional Designer, with an Accessibility focus
  - Jon Farmer, Instructional Designer
  - Rob Carrillo, Title III Activity Director

Faculty Support Services:

- We enjoyed a successful Winter Teaching Academy even in partnership with CCEL, CAFE and the Office of Academic Affairs. The charrette with D. David Marshall were a highlight for many attendees. We are especially pleased with attendance at the evening adjunct sessions on Wednesday.

- Blackboard Ally is on in every course at UAA this semester. AI&e continues to provide support for this new tool. One final face-to-face training will be offered during the eTech Fair.

- The Quality Matters Mini-grant awardees are working on training, course edits, accessibility and informal reviews.

- We are partnering with the Textbook Transformation team for this year’s Tech Fellows. Applications are open until February 22, 2019.

- eTech Fair will be held Feb 11-14, 2019. This virtual event will include a wide variety of sessions including an overview of the upgrades to Blackboard that occurred over the break; a NEW tool that allows integration of library resources in Blackboard; instructor presence; ePortfolio templates; Title III grant highlights; and more. Keep an eye on your email for further information.

eWolf ePortfolio:

- Just a reminder that as of January 1, 2019, new eportfolio sites may only be created in the new version of Digication. Users will have the option to convert their existing sites using the upgrade option found in Portfolio.

- We are exploring deeper use of eportfolios at UAA with UAA Academic Leadership.
ACADEMIC INNOVATIONS & eLEARNING (continued)

- Residence Life is launching an effort that will require all RAs to develop and curate a capstone portfolio of their residential programming efforts.

- The College of Health is working with George Steele from NACADA to explore flipped advising models and trying to find ways to incorporate eportfolios in their advising efforts.

- The 35th UAA Student Showcase was launched and is utilizing eWolf for the submission process. More information on the showcase can be found in this link: https://www.uaa.alaska.edu/students/student-life-leadership/showcase/

- 460 new portfolios have been created since December 1.

eLearning: Distance Student Support Services:

- During the fall 2018 semester, our eLearning proctoring staff administered 3,250 appointments in our testing center.

- The November earthquake and subsequent university closures disrupted 208 eLearning students. eLearning staff worked with each student individually to get them rescheduled during our peak testing times. A onetime Saturday testing window was opened to ensure we were accommodating students’ needs. After resuming normal business hours, all students were rescheduled within 24 hours.

- The eLearning Online Orientation for Students_2019 has been deployed through Blackboard to 5,334 UAA online students for the spring semester.

- To date, eLearning services are providing proctoring and distribution services to 118 courses, 93 of which have opted into our Online Testing Services with RPNow. These numbers are expected to rise in the coming weeks as we continue to receive Faculty Information Form submissions.

- A new version of RPNow (v4.0) has been launched for the spring 2019 semester for our eLearning students. This update is more compatible with the newest versions of MAC Operating Systems and includes a more streamlined experience for the student.
Office of Alaska Natives & Diversity

February 2019

Diversity and Inclusion Action Plan

The Diversity and Inclusion Plan (D&IAP) chaired by Dr. Boeckmann, Dr. Thorn and Dr. Williams, completed Spring 2017 is posted on the Chancellor’s website and is under implementation via the new repurposed Diversity Action Council.

https://www.uaa.alaska.edu/about/administration/office-of-the-chancellor/diversity-and-inclusion-action-plan/index.cshtml

D&IAP Progress to Goals:

VC for Student Affairs Bruce Shultz and Associate VC for Alaska Natives & Diversity Jeane Breinig convened the first meeting of the re-organized and re-purposed Diversity Action Council and established subcommittees to provide oversight for each D&AIP recommendation. The DAC reorganization and oversight of the plan is in response to one of the recommendations in the plan.

The D&IAP recommended the Diversity Action Council (DAC) reorganization/repurposed to include senior leadership and broader campus representation. The DAC held its first meeting on Friday September 21 chaired by Bruce Schultz and Jeane Breinig. The DAC is charged with overseeing the D&IAP including developing benchmarks and an accountability system. The group has developed subcommittees, has developed charters, and has announced a call for additional members to join the teams. The description of the charters and nomination form (self-nominated welcomed) is posted on the Diversity Action Council Website under the tab “Subcommittees.”

https://www.uaa.alaska.edu/diversity/diversity-action-council/subcommittee-info.cshtml

Objective I: Best Practices in Hiring Increase Faculty/Staff Diversity

Co-chairs Ron Kamahele and John Petraitis. Faculty participation in this objective particularly welcomed.

Objective II: Provide framework for advocating and managing diversity.

Co-chairs Sara Childress, Ben Morton.

The D&IAP plan recommends UAA establish two separate senior leadership roles pertaining to Alaska Natives & Diversity. The search committee is in process for initiating search for the D&IAP’s recommended second leadership position for a Chief Diversity Officer.

Objective IV: Examine and support UAA student success.

Co-chairs, Tamika Dowdy and Kaitlin DeMarcus

Current membership: Elijah Thorn, Karen Markel, Svetlana Suvorova, Claudia Lampman
This group will focus on ensuring the recommendation for DAIP identified student populations are addressed. In addition, the Chancellor is convening an Alaska Native Student Success Task Force that will provide recommendations for improving Alaska Native retention and graduation.

**Objective V: Diversify Curriculum and Instructional Strategies.**

Co-Chairs, Erin Hicks and Thomas Chung  
Current Membership: Gokhan Karahan  
The Alaska Native themed GER course requirement for students is in place for FALL 18. The Faculty Senate Diversity Committee continues their work developing enhanced curriculum and supporting the new Multicultural post-doctoral positions. The DAIP subcommittee is moving forward on implementing a GER themed diversity course requirement.

Multicultural Post-doctoral positions. The Provost’s office supported searches for five new multicultural post-doctoral positions AY 17-18. Two searches were successful and UAA welcomes two new faculty in Health and Alaska Native Studies. Previously approved searches in Philosophy, Psychology, and Sociology are in progress. Recommendations have been made to provide a new improved process for recruiting and retaining the post-doctoral appointments.

**Campus Space**

Co-chairs, Adam Paulick and Maria Williams  
This group will focus on addressing the space needs identified in the DAIP, and identify ways in which university space planning incorporates diversity and inclusion into the process.

**Community Campuses**

Chair, Diane Taylor (KPC)  
Current Membership: Renee Carter-Chapman, Kimberly Pace  
DAIP recommended actions: Develop a mechanism to recognize and publicize Community Campus successes. Explore the possibility of each campus forming a DAC at each site and increasing the number of campus representatives on the DAC.

**Advisory Council for Alaska Native Education & Research (ANERAC)**

ANERAC supports the Student Success recommendations to co-locate and reorganize Native serving academic and student serving programs. The recommendation to co-locate has started with establishing an Alaska Native faculty office in Native Student Services (NSS). Sharon Lind, professor in College of Business and Public Policy, and Aleut Corporation board chair has moved into NSS office space. In addition, a requested information survey was sent to all Colleges and Units requesting information about the kinds of activities they do in their areas to contribute to Alaska Native student success. The Chancellor has appointed a new Alaska Native Student Success Task force with recommendations due to her by the end of April.
HR Updates to Communicate
as of 1/18/19

Statewide Human Resources is striving to make improvements to the HR System, benefits and procedures to better help employees. Here is an update on system wide projects that are currently in process. We are working on the details of these projects and communication will be sent to those directly impacted prior to the effective date of the change. To see previous versions of this communication please go to the Statewide Human Resources web page at the following link: http://alaska.edu/hr/whats-new-at-statewide/index.xml.

Process Improvement Projects and Tasks

**EPAF Integration with OnBase**
Electronic Personnel Action Forms are currently emailed to HR offices and then manually transferred and indexed in Banner. This project will automatically transfer these notifications directly to OnBase.

*Update as of 1/18/19:* This project is on hold until EAS resources are available. We expect this project to be picked back up within the next 45 days.

**Accelerated Collection and Processing of New Hire Paperwork**
HR Representatives from each campus are working to speed up the gathering and entering of HR documents needed to establish new employees in the UA system. This will include assessing current processes, establishing new streamlined processes to be used by all campuses and implement new tools to collect data efficiently and securely.

*Update as of 1/18/19:* The team is meeting every two weeks to finish the creation and testing of the electronic forms used by new and existing employees. Currently, we are finalizing the routing process for the two ethics disclosure forms. The next forms to be worked on are: Previous Injury & Illness and Position Exempt from Social Security.

**Standardization of FML processing**
HR Representatives from each campus are working to improve and standardize the processing and tracking of Family Medical Leave across the UA system. This will include assessing current processes, establishing new streamlined processes to be used by all campuses and implement new tools to collect FML requests efficiently and securely.

*Update as of 1/18/19:* UAS IT is revising the new FML portal with feedback from campus HR offices. The forms and communication templates are going through approval by Erika Van Flein, Director of Benefits. Approved forms will then be sent to NextGen for transformation into electronic format. HRIS is developing the new earnings code that will be needed for the new tool to work as expected.
Leadership Development
President Johnsen in conjunction with the Board of Regents tasked SW HR to facilitate a needs assessment and to provide recommendations on developing a UA leadership and succession plan.

Update as of 1/18/19: The leadership program development task force is in the process of scheduling meetings for January 2019.

Electronic Benefit Enrollment Forms
Benefit enrollment forms for new employees is now available in electronic format. New employees may go to the SWHR Benefits website (http://alaska.edu/benefits/) to get access to the form. Employees must use their UA log-in information to access the form.

The electronic benefit enrollment for employees with life events is currently under development. Both forms will eventually be available in UAOnline.

Update as of 1/18/19: Work on the enrollment forms resumed the week of December 17th. A revised form is nearly completed, encompassing the changes requested by the campus HR offices. Once reviewed and approved, the team will begin work on the life event change form in January.

Recruitment Alignment Project
The goal is to improve the current recruitment process for departments, hiring managers and HR staff. We will be forming the steering committee and focus groups over the next several weeks.

Update as of 10/16/18: This project has been placed on hold in order to finish other projects that are in progress. Once resources are available, this project will continue.

Retirement File Project
The SWHR Information Systems group is working with the UA retirement vendors and outside consultants to revise the retirement contribution and eligibility file to meet industry standards. This will streamline internal processes and improve services to employees. It is expected that the file will be tested in September with implementation in October.

Update as of 1/18/19: HRIS staff continues to work with OIT and the retirement vendors on testing the file connections and validating test files.

Performance Appraisal Improvement Project
SWHR is working with the vendor to make improvements to the Performance Appraisal tool in MyUA. The goal is to streamline the process. Changes are expected to be implemented within the next couple of months.
Update as of 1/18/19: Testing for the performance appraisal tool has begun and feedback is being provided and incorporated into the tool. More information will follow the completion of the test and review period.

**Required Projects and Tasks**

**Banner 9 Upgrade**
Banner upgraded to version 9 in October. This will impact all functional areas including HR, Finance, Student and Financial Aid. Training will occur early fall. Communication about training opportunities will be announced by each functional area. If you are interested, you can review the Banner 9 navigation training at the following link: [http://edservices.elluciancloud.com/delivery/PublicOnDemand/B9QuickTour/bgen-B9-quick-tour.mp4](http://edservices.elluciancloud.com/delivery/PublicOnDemand/B9QuickTour/bgen-B9-quick-tour.mp4)

Update as of 1/18/19: HR continues to work with Ellucian to address outstanding issues. Errors reported by users are being addressed with EAS or Ellucian, as appropriate. Testing to validate reports to run turnaround job forms was completed this week. EAS is making revisions and should have a new version ready for testing within the next two weeks. Training videos for basic searches in Banner 9 are in development.

**Faculty and Staff Compensation Equity Study**
SWHR is in the process of working with vendors to perform a faculty and staff salary and benefit market analysis. This was project was requested by President Johnsen and should be completed by the end of this fiscal year. It was announced in a memo from him on 11/27/17.

Update as of 1/18/19:
- **Internal Equity:** We are continuing to review preliminary results from the initial pay equity review from the consultants. This review is looking at variance in pay among similarly classified employees. Factors under review include but are not limited to, education, work experience, and tenure. Final results are expected to be complete by 1/31/2019 (excludes implementation).
- **Faculty Market:** The market analysis of 2-year and 4-year faculty data is nearly complete. We are continuing to verify the faculty positions to the market matches before we complete this analysis. We are also verifying non-represented faculty job titles and matches so we can complete the market analysis. We expect this work to be done by 2/15/2019 (excludes implementation).
- **Staff Market:** Our consultant is reviewing the initial market analysis and verifying market matches. In addition, the initial project scope is being reviewed and additional work will be assessed as we continue towards completing the market analysis. We expect the market analysis to be complete by 4/15/2019 (excludes implementation).
- **Executive Market:** We are continuing to work toward completing the market analysis. We are doing a final verification of the positions and the market matches. This work should be completed by 2/15/2019 (excludes implementation).
- **Benefits:** This review is complete. We found that our pension program lags the market substantially. As a result, we are recommending an increase in the salary cap used for the
pension calculation. Other benefits, such as supplemental life insurance and long-term disability, were also found to be below market and enhancements through employee “buy-up” options are being considered.

- Current information, as well as a form to submit your questions, is available on the compensation website: www.alaska.edu/classification/compensation-review/. Additional updates, including new FAQs, will be added as the project progresses.

**RFPs for Healthcare, Pharmacy, Vision and Wellness**

Requests for Proposals (RFPs) to be issued this fall for medical/dental, pharmacy, vision and wellness services. The healthcare, vision and pharmacy RFP will be issued in October, with the goal of having that done and notices of intent to award (NOITA) done in early February. The Wellness RFP will be issued in January with NOITA no later than late-February or March.

Review committee includes representatives from UAF, UAA and SWHR and a representative of the Joint Health Care Committee (JHCC).

_Update as of 1/16/19:_ The RFP responses have been distributed to the evaluation committee and technical proposals are being scored. Our benefits consultant, Lockton, is performing technical and financial analysis as well. The Vision Plan responses were scored first, then pharmacy and medical/dental.

The wellness RFP is having final review done by UAF Procurement and should be issued by late-January.

**Local 6070 Collective Bargaining Negotiation**

The current collective bargaining agreement covering University crafts and trades employee expired December 31, 2018. The terms of the expired agreement continue while the University and Local 6070 negotiate a new agreement. The University began negotiations with union representatives in fall 2018 with the goal of reaching a new collective bargaining agreement.

_Update as of 1/14/19:_ First negotiation session held 12/18-12/20 in Fairbanks. The parties reached tentative agreement on 2 of 14 articles. Next negotiation session is scheduled for 1/22-1/24 in Anchorage. The deadline to submit monetary terms of a tentative agreement to the legislature is March 14, 2019, and the tentative agreement must first be approved by the Department of Administration.

**Student Wage Increase to Alaska Minimum Wage- COMPLETED**

Students were were making less than the new Alaska Minimum Wage ($9.89/hour) had their pay adjusted effective December 23, 2018. There were roughly 300 students who required an increase to bring them to minimum wage.
Maintenance Issues

Leadership Positions - updated 1/18/19

UAF
- UAF is working to contract with a search firm to start the recruitment process for the Chief Information Officer.

Student Employment Procedures
A team has been formed to review and update the current student employment procedures. HR and department staff are meeting monthly to discuss and resolve student employment issues so that consistent procedures are used throughout the UA system. This team is concentrating on how students are set up in Banner.

*Update as of 1/18/19:* This project is on hold until after the start of the Spring semester. Meetings will resume in February.

Local 6070 Payroll Procedures
A team has been formed to review and develop payroll procedures to implement the salary components found in the Local 6070 bargaining agreement. The goal is to document how earnings codes are used for Local 6070 employees in order to help employees complete timesheets correctly.

*Update as of 1/18/19:* This project is on hold until the transition to Banner 9 has been completed.

Review of Service Date Usage in Banner
There are a number of service dates that are tracked in Banner HR in order to assist in retirement and health eligibility reporting. A team has been formed to review the criteria for these dates, determine how they should be completed and write procedures so that all campuses are using these dates consistently.

*Update as of 1/18/19:* This project is on hold until after ACA processing has been completed.

Affordable Care Act Procedures
A team has been formed to review and update the current procedures for the Affordable Care Act. Campus and Statewide HR staff are meeting bi-weekly to discuss and resolve ACA issues so that consistent procedures are used throughout the UA system.

*Update as of 1/18/19:* This project is on hold until after ACA processing has been completed.
Record Retention Procedures
Campus and Statewide HR staff are meeting regularly to discuss and update record retention schedules and documentation so that consistent procedures are used throughout the UA system.

Update as of 1/18/19: This project is on hold until the transition to Banner 9 has been completed.