I. Call to Order

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

2012-2013 Officers:

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2012-2013 Senators:

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III. Agenda Approval (pg. 1-5)

IV. Meeting Summary Approval (pg. 6-11)

V. Reports

A. Chancellor Tom Case
   i. CaseNotes (12-16)
   ii. President Highlights (pg. 17-23)

B. Interim Provost and Executive Vice Chancellor Bear Baker

C. Vice Chancellor Bill Spindle
D. Vice Chancellor Megan Olson’s Report

E. CIO/ Vice Provost Rich Whitney

F. Union Representatives
   i. UAFT
   ii. United Academics

G. CAFE Update
   http://www.uaa.alaska.edu/cafe/

H. Provost Search Committee Co-Chairs Anne Bridges and Susan Kalina

I. Employee Satisfaction Survey Working Group – Susan Garton (pg. 24-31)

VI. Officer’s Reports
   A. President’s Report (pg. 32)
   
   B. First Vice President’s Report (pg. 33)
   
   C. Second Vice President’s Report
      i. Faculty Senate Committee Membership (pg. 34)

VII. Boards and Committees
   A. Graduate Academic Board
      i. Curriculum (pg. 35)
   
   B. Undergraduate Academic Board
      i. Curriculum (pg. 36)
   
   C. General Education Review Committee (pg. 37)
      i. Motions (pg. 38)

GERC makes a motion to amend the Faculty Senate proposal approved May 4, 2012:
Recommend formation of a two-year General Education Requirements Assessment Task Force (GER Task Force) to research, write up and present to the faculty (Faculty Senate, Open Forum/s) and the Provost an overview of how GER curricula are being assessed nationally. This includes information on best practices, the practices of our peer and aspiration institutions and UAF and UAS, and guidance from national organizations such as AAC&U. The report should include a recommendation for next steps toward developing a GER assessment plan and any funding implications of that recommendation. This task force should be funded through the Office of Academic Affairs (OAA) and have administrative assistance provided by OAA. OAA will seek a course release or other compensation each semester for the chair, as well as possible travel funds for members to attend relevant meetings. The composition should be of the same nature as the GERC (refer to Faculty Senate Bylaws), but also include the Chair of the Associate of Arts Assessment Committee and a member of the Faculty Senate Academic Assessment Committee. Members of GERC may serve on the GER Task Force as GER discipline area representatives and/or unit representatives.

The Task Force should consult with faculty involved in general education as it researches and develops its report. The Chair will lead the development of the report and serve as a liaison between the Task Force and general education faculty. The final report and recommendation should be submitted by
August 1, 2013, and should be submitted to the Faculty Senate and the Provost. During AY 14 the GER Task Force will facilitate the faculty and the Provost in discussions of the report and based on feedback create an action plan towards development of a GER Assessment plan for future faculty senate approval.

D. University-wide Faculty Evaluation Committee

E. Academic Assessment (pg. 39)

F. Academic Computing, Distance Learning and Instructional Technology and e-Learning (pg. 40-41)

G. Budget, Planning, and Facilities Advisory Committee- BPFA

H. Nominations and Elections Committee

I. Diversity Committee

J. Faculty Grants and Leaves Committee (pg. 42-43)

K. Institutional and Unit Leadership Review Committee (pg. 44)

**Motion:** The Committee’s May Report for AY 2011 – 2012 provided draft language of a Bylaws addition; the Committee now requests a first reading of the following language to be incorporated into the Senate’s Bylaws addressing the Committee’s functions and responsibilities: “If a dean is newly appointed or leaving his/her post during a year when his/her unit is to be surveyed, the Committee, following discussions with that dean and the Senate’s Executive Board, may elect to postpone the survey period by up to two years.”

L. Library Advisory Committee

M. Professional Development Committee

N. Student Academic Support and Success Committee

O. Ad Hoc Committee for Academic Integrity (pg. 45)

i. Goals

**Be it resolved that the Ad Hoc Faculty Senate Committee on Academic Integrity of AY11-12 be reinstated for AY12-13 with the following charge:**

1. Finalize Board of Regents policy revisions. These are largely ready for approval by Senate before we submit them to BOR.

2. Revise our proposal for a position for coordinator/director of academic integrity.

3. Update Academic Integrity Tutorial.

4. Create a sanctioning rubric to be used by the Dean of Students office in cases of academic dishonesty.
5. Develop a Faculty Guide to Academic Integrity.

P. Ad Hoc Committee for Community Campus (pg. 46-47)

**MOTION:** The Committee requests a first reading of the following language to be incorporated into the Faculty Senate’s Constitution and Bylaws:

**Inclusion of the Community Campus Committee into the Faculty Senate Constitution:**

Changes to ARTICLE V, Section 1, Paragraph c:
- Change numbering of 13) to 14).
- Insert: 13) Community Campus Committee

**Inclusion of the Community Campus Committee into the Faculty Senate Bylaws:**

Additions to Section 3. (ARTICLE V. Boards and Committees)

- Composition of the Community Campus Committee

1. The committee membership shall include at least one eligible faculty member from each of the three community campuses listed in ARTICLE III, Section III of the Constitution. Membership on the committee is open to any eligible faculty member who submits their name to the Nominations and Elections Committee or to a Senate member of the Community Campus Committee by April 20th, or as vacancies permit.

- Functions and Responsibilities of the Community Campus Committee

1. Annually advise the Senate’s Executive Board of the committee’s timeline and milestones for that academic year, and that of each of the community campus Faculty Forums.

2. To communicate information, and to coordinate action(s) of mutual interest, between the Faculty Senate and the community campus Faculty Forums. When necessary, the committee shall facilitate consultation between any Faculty Forum and the Faculty Senate’s Executive Board on governance matters common to both.

3. To provide a single point of liaison between the community campus Faculty Forums and other standing committees of the Faculty Senate.

4. Assist each community campus Faculty Forum, when requested by such, in developing and implementing a system of periodic feedback between the Director and faculty on matters specific to their respective campuses; each feedback system shall provide information useful to the respective campus Director and shall enhance communication between that Director and his or her faculty on matters derived therein. Each Forum shall periodically report its activities to the committee for inclusion in the latter’s year-end report.

Q. Ad Hoc Committee to Investigate Methods of Evaluating Teaching Effectiveness

**VIII. Old Business**
IX. New Business
   A. Motion to establish Ad Hoc Committees
      i. Research & Creative Activity:

      The Faculty Senate approves the formation of an ad-hoc committee on Research & Creative Activity to assist the Faculty Senate in the advocacy, needs assessment, collaboration, policy, definitions, and initiatives in faculty research and creative activity. The ad-hoc committee on Research & Creative Activity should be composed of faculty representing all the units described in the Faculty Senate Constitution Article III, Section 3 as represented units. As per the Faculty Senate Constitution, Article V, Section 8, members on this committee will be appointed by the Faculty Senate President. The ad-hoc committee on Research & Creative Activity will complete their charge and submit their findings and recommendations, including a determination on the need to establish a permanent committee, to the Faculty Senate by April 29, 2013.
      - Senator Tom Skore

      ii. Faculty Evaluator Training

      The Faculty Senate approves the formation of an ad-hoc committee for Faculty Evaluator Training to develop the content, method, and assessment process for the mandatory training of all faculty evaluators, as per the Faculty Evaluation Guidelines approved by the Faculty Senate in May 2012 and by the Provost in June 2012. The ad-hoc committee for Faculty Evaluator Training should be composed of faculty eligible to serve on college or university-wide faculty evaluation committees and have representation of all the units described in the Faculty Senate Constitution Article III, Section 3 as represented units, as well as member designees from both UNAC and UAFT. As per the Faculty Senate Constitution, Article V, Section 8, members on this committee will be appointed by the Faculty Senate President. The ad-hoc committee for Faculty Evaluator Training will complete their charge and submit their materials, recommendations, and tools to the Faculty Senate by February 25, 2013.
      - Senator Betty Predeger

   B. Change to Campus Smoke-Free Environment Policy

X. Informational Items & Adjournment
I. Call to Order

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

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<td>Boeckmann, Robert - 1st Vice President</td>
<td>Pat Sandburg and Peter Olson - Chair, GAB</td>
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III. Agenda Approval (pg. 1-5)

Approved

IV. Meeting Summary Approval (pg. 6-11)

Capitalize Jennifer Stone’s last name under the CCA motion

Approved as amended

V. Reports

A. Chancellor Tom Case
   i. President Highlights (pg. 12-18)
   There has been a lot of discussion on health care costs
   The President is in the process of appointing a task force to look into health care costs

6
B. Appreciation

Recognized Provost Driscoll for his work at UAA and to Faculty Senate

C. Provost and Executive Vice Chancellor Michael Driscoll
   i. DRAFT: Promotion and Tenure Guidelines (pg. 19-61)
      Gave appreciation to the senators for all of their service
      Urged senators to fill out the Core Themes Evaluation application and to participate in that process
      UAA is currently in a candidacy status as a Doctoral granting institution
      Recognized Megan Carlson, Bogdon Hoanca, Bart Quimby, Susan Kalina, and the Psychology Department for their work in the Accreditation process
      The Provost search is moving forward really well
      Dan Julius is leaving the institution; an announcement was sent out this week, but it did not reach everyone
      Recognized the Chancellor’s Cabinet and all of their work

      **Motion to approve the promotion and tenure guidelines**
      1st Randy Magen
      2nd Tara Smith
      4 opposed
      22 for

      **Motion: Recognizing that collective bargaining may be involved, the senate supports that union service activities be counted as university service.**
      1st Tara Smith
      2nd Paul Landen
      1 opposed
      22 for

D. Vice Chancellor Bill Spindle

   No Report

E. Vice Chancellor Megan Olson’s Report

   In honor of Mike Driscoll, a scholarship fund has been set up in his and his wife’s name and faculty and staff are encouraged to donate

F. CIO/ Vice Provost Rich Whitney

G. Union Representatives
   i. UAFT
   ii. United Academics
      Raised concerns regarding the new task force being developed for health care cost
      JHCC brought forward a motion to get rid of the WIN program which costs UAA $2 million a year and it hasn’t shown enough results

H. CAFE Update

   [http://www.uaa.alaska.edu/cafe/](http://www.uaa.alaska.edu/cafe/)

VI. Officer’s Reports
A. President’s Report (pg. 62-64)
   *Gave thanks to the senators and all of their work*

B. First Vice President’s Report (65-66)

C. Second Vice President’s Report
   i. Faculty Senate Committee Membership
      Election for Faculty Senate Assessment committee for Keith Cates
      Unanimously Approved

VII. **Boards and Committees**
    A. Graduate Academic Board
       i. Curriculum (pg. 67)
          Unanimously Approved
       ii. Motions

      **Motion:** Accept modifications to Chapter 12 of the Graduate School Catalogue. (pg. 68-86)
      **2nd Sheila Selkregg**
      Unanimously Approved

    B. Undergraduate Academic Board (87-88)
       i. Curriculum (pg. 89-93)
          BA A290 should be BA A290A
          Unanimously Approved
       ii. Motions (pg. 94)

      **Motion 1:** The catalog copy examples in the Curriculum Handbook will be:
      BA in Elementary Education (undergraduate example)
      MS in Arctic Engineering (graduate example)
      Both include Student Learning Outcomes.

      **Motion 2:** Department codes are linked with courses and programs, while division codes are only tied to courses.
      Remove the Division Code (Box 1b) from the PAR (Program/Prefix Action Request) form. Re-label Box 1c as Box 1b. Remove instructions for completing Box 1b (Division) from the Curriculum Handbook (Page 51) and any other references to program division codes.

      **Motion 3:** Move AHLS (Division of Health and Safety) from the Community and Technical College to the College of Health (Page 38 of the Curriculum Handbook).

      **All three motions**
      **2nd Tara Smith**
      Unanimously Approved

    C. General Education Review Committee (pg. 95-96)
       i. Motions
MOTION: Recommend formation of a one-year General Education Requirements Assessment Task Force (GER Task Force) to develop an assessment plan for General Education Requirements at UAA, including a chair that is a Faculty Fellow with a half-time workload release. This task force should be funded through the Office of Academic Affairs (OAA) and have administrative assistance provided by OAA. The composition should be of the same nature as the GERC (refer to Faculty Senate Bylaws), but also include the Chair of the Associate of Arts Assessment Committee and a member of the Faculty Senate Academic Assessment Committee. Members of GERC may serve on the GER Task Force as GER discipline area representatives or unit representatives.

The Task Force should consult with faculty involved in general education as it develops the assessment plan. The Faculty Fellow Chair will lead the development of a General Education Assessment Plan, be the primary investigator/researcher, and serve as a liaison between the Task Force and general education faculty. The assessment plan should specify the mode of leadership (e.g. full-time administrative position, Faculty Fellow, Committee) that will implement the plan and also empower enforcement of the assessment process. The Task Force should consider close alignment with the Associate of Arts degree assessment plan as an option to conserve university resources.

2nd Tara Smith
Unanimously Approved

D. University-wide Faculty Evaluation Committee

E. Academic Assessment (pg. 97-98)

F. Academic Computing, Distance Learning and Instructional Technology and e-Learning (pg. 99-109)

G. Budget, Planning, and Facilities Advisory Committee- BPFA (pg. 110)

H. Nominations and Elections Committee

I. Diversity Committee (pg. 111-115)

J. Faculty Grants and Leaves Committee (pg. 116-117)

K. Institutional and Unit Leadership Review Committee (pg. 118-119)

L. Library Advisory Committee (pg. 120-122)

M. Professional Development Committee (pg. 123)

N. Student Academic Success Committee (pg. 124-125)

O. Ad Hoc Committee for Academic Integrity (pg. 126-145)

P. Ad Hoc Committee for Community Campus (pg. 146-151)

Q. Ad Hoc Committee to Investigate Methods of Evaluating Teaching Effectiveness (pg. 152-153)
VIII. Old Business

A. Motion on Listening Sessions

The UAA Faculty Senate believes that the Listening Sessions process is a positive step towards ongoing dialogue with the community about the University of Alaska system. However, the Senate resolves that these Listening Sessions as conducted and analyzed suffer from major methodological issues which compromise the scientific validity of the conclusions. The major methodological issues are: non-representative samples of participant groups, the inducement of responses by the facilitator, and the failure to apply standard qualitative analysis procedures that ensure reliable and unbiased identification of narrative themes. As such, the Senate recommends that no major actionable plan be formulated based on the outcome of these Listening Sessions.

9 opposed
12 for
Approved

B. UA Distance Science Labs Task Force Recommendation

Committees are looking at it, but not enough time has passed to adequately make a recommendation

C. Awards and Certificates

Recognized Mark Fitch and Judith Moore for Distinguished Service

D. Handing over charge to new Faculty Senate President and adjourn 2011-2012 Senators

President Boeckmann recognized past President Nalinaksha Bhattacharyya for all of his hard work and service this past year

IX. New Business

A. Welcome New Senators
B. 2012-2013 Membership List (pg. 154-155)

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</table>
C. Vice Provost for Research and Graduate Studies Helena Wisniewski

D. First reading for the Faculty Senate Professional Development Committee By-Laws (pg. 156-161)

Discussed was held on the limitation of two members from a single department (item C.)

By-laws accepted for first reading. Will return in September.

E. Code of Conduct

Memo from President Gamble was just released during the meeting

The memo was sent to faculty and staff through the President’s listserv, but Provost Driscoll read the letter to the senators

F. Continuation of Ad Hoc Committees

Motion: To continue the IMETE committee for the next academic year

Unanimously Approved

Motion: To continue the Ad Hoc committee for Community Campuses for the next academic year

Unanimously Approved

Motion: To continue the Ad Hoc committee for Academic Integrity for the next academic year

Unanimously Approved

X. Informational Items & Adjournment

A. Accreditation Core Theme Evaluation Team (162-163)
Dear UAA community,

The energy and enthusiasm of students and faculty coming back on campus is terrific. Thanks to everyone for doing a dynamite job of responding to this busy time of year. We're off to a great start!

For those new to the UAA community, every month I share a few notes about what is happening on UAA's campuses, including Anchorage, Mat-Su, Kenai, Kodiak and Prince William Sound Community College (PWSCC). I encourage you to send notables to me at chancellor@uaa.alaska.edu

Although it is impossible to include everything in CaseNotes, I do want to know about the great things you are doing at UAA.

Students, as we start off the fall semester I’d like to share a little advice for success:

- 1. Work hard

Campus kick-off stats:
- 951 meals were served by the Men's & Women's Basketball teams.
- Tia's Cart served 475 hot dogs and reindeer sausages.
• 2. Have fun and get involved
• 3. If you have a problem, ask. Faculty and staff are here to support you in and out of the classroom.
• 4. Take care of one another – don't let classmates drink and drive.

Safety is everyone's business at UAA.

Faculty and staff notes:

Dewain Lee, dean of students and associate vice chancellor for student development was elected to the Honor Society of Phi Kappa Phi's chapter relations committee as western regional vice president and to the Society's national board of directors as regional vice president. Phi Kappa Phi is the nation's oldest and most selective collegiate honor society for all academic disciplines.

Carol Wren (M.S. Vocational Education '10) is the keynote speaker at this fall's statewide Alaska Federation of Natives Convention. An Alaska Native of Inupiaq heritage, Carol is the director of Employment and Training Services at Cook Inlet Tribal Council. Read more about Carol and the convention here

***

Campus kick-off stats:

• 36 gallons of ice were scooped by Student Activities and VIPs
• 300 hot dogs were grilled and served at the "Avengers" movie by Student Activities.

Alumni note:
Green and Gold Gala Invitation

Carol Wren (M.S. Vocational Education '10) is the keynote speaker at this fall's statewide Alaska Federation of Natives Convention. An Alaska Native of Inupiaq heritage, Carol is the director of Employment and Training Services at Cook Inlet Tribal Council. Read more about Carol and the convention here

***

Campus kick-off stats:

• We gave UAA students over $3600 in prizes thanks to Alaska Airlines, Best Buy, Whistling Swan Productions, Moose's Tooth, Snow City Cafe, TBA Theatre, the Anchorage Concert Association,
UAA Professor of Art **Kat Tomka** received a Rasmuson Foundation Artist Fellowship Award this summer. Kat's $12,000 award in the mature artist category will help her prepare new work and develop a website. You can see a past exhibit of hers, "Breakup," on the [Alaska State Museum website](http://www.alaskastatemuseum.org).

### Research, Innovation and Commercialization notes:

UAA has created and registered Seawolf Holdings, Inc and its subsidiary Seawolf Venture Fund LP that will provide early stage investment for startups and support our entrepreneurial and innovation research focus.

The first analysis of the economic effects of invasive species in Alaska finds that governments and nonprofit groups spent about $29 million from 2007 to 2011, or nearly $6 million a year, to manage those species. **Tobias Schwörer** of UAA’s Institute of Social and Economic Research (ISER) and Rebekka Federer and Howard Ferren of the Alaska SeaLife Center did the analysis funded by several federal and state agencies.

A provisional patent was filed for UAA Professor **LeeAnn Munk**'s Cu isotope application which is of interest to the mining industry.

### Public Square:

### Safety Note:
UAA hosts the 38th annual conference of the International Association of Aquatic & Marine Science Libraries and Information Centers. The international organization is meeting for the first time in Alaska. (Connect to article in G&G)

Exercise patience. There are lots of new people on campus, traffic congestion, and bikes on the trails. Give yourself enough time to get to where you are going, walk if you can and help puzzled freshmen and other newcomers.

**Program Notes:**

UAA Japan Center, and Montgomery Dickson Memorial Project funded by the Japan Foundation Center for Global Partnership, held its inaugural summer institute and continues programming throughout 2012-2013.

2011-2012 *UAA Honors College* Office of Undergraduate Research awarded students 59 awards totaling more than $126,000. This is more than 65% over last year’s total number of students and amount awarded.

The Paralegal Studies Certificate Program at the Justice Center celebrates its 20th anniversary. The Paralegal Studies programs at UAA and UAF are the only American Bar approved programs in Alaska. Read their blog.

PWSCC is offering seven additional degrees, some in partnership with other UA campuses via distance classes. They are Outdoor Leadership Studies, AAS; Bachelor of Science in Natural Science; Bachelor of Art in Psychology; Bachelor of Science in Psychology; Business Administration, AAS; Fisheries Technology, AAS; and Health Sciences, AAS.

Spring 2012 *Seawolf* men's and women's track and field teams each earned All-Academic team honors, while a program-high 11 student athletes received individual All-Academic status from the U.S. Track and Field Cross Country Coaches Association. UAA adds men’s and women’s Indoor Track this year.

**Note of Thanks:**

Chris Mizelle, director of Facilities, Maintenance and Operations for the last five years of his 28 years at UAA, retires this month. Chief Information Officer and Vice Chancellor Rich Whitney retires at the end of September after a
dozen years at UAA and Mike Halko, director of Environmental Health and Safety/Risk Management Support retires after five years at UAA. Thank you for all that you've done for UAA! Be safe and enjoy the Labor Day weekend! See you back at UAA on Tuesday.

Best regards,

[Signature]

Tom Case
Dewain Lee, dean of students and associate vice chancellor for student development, was recently elected to the Honor Society of Phi Kappa Phi’s chapter relations committee as western regional vice president and to the Society’s national board of directors as regional vice president. Phi Kappa Phi is the nation’s oldest and most selective collegiate honor society for all academic disciplines.

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Provost search update: The provost search committee will begin reviewing candidates on Sept. 25 and on-campus interviews are slated for Oct. 21-23.

Paralegal Studies Certificate Program at the Justice Center celebrates its 20th anniversary this summer. Paralegal Studies programs at UAA and UAF are the only American Bar approved programs in Alaska.

UAA hosts the 38th annual conference of the International Association of Aquatic and Marine Science Libraries and Information Centers. The organization is meeting for the first time in Alaska.

David Dannenberg has joined UAA as director of the Faculty Technology Center. David has been working out of The Nature Conservancy's national headquarters in Arlington, Va. for the last 14 years.

UAA Professor of Art Kat Tomka received a Rasmuson Foundation Artist Fellowship Award this summer. Kat’s $12,000 award in the mature artist category will help her prepare new work and develop a website. You can see a past exhibit of hers, "Breakup," on the Alaska State Museum website.

Prince William Sound Community College is offering seven additional degrees, some in partnership with other UA campuses via distance classes. They are Outdoor Leadership Studies, AAS; Bachelor of Science in Natural Science; Bachelor of Art in Psychology; Bachelor of Science in Psychology; Business Administration, AAS; Fisheries Technology, AAS; and Health Sciences, AAS.

UAA’s Japan Center and Montgomery Dickson Memorial Project, funded by the Japan Foundation Center for Global Partnership, held its inaugural summer institute and continues programming throughout 2012-2013. http://www.cgp.org/announcements/jet-memorial-project-montgomery-dickson-memorial
Nearly 900 students will take part in New Student Orientation Aug. 26 – 29. Students will be off to a good start with sessions on things like money management and health and safety. Residential facilities, including the Sustainable Village, are at capacity. Almost all wait-listed students applied for housing after Aug. 1. Priority housing will go to freshmen. Staff is working with students as rooms become available.

Following a review by the Engineering Accreditation Commission and the Computing Accreditation Commission, all of UAF’s BS degree programs in engineering and computer science remain ABET-accredited. Computer engineering is also now accredited retroactive to October 2010.

UAF eLearning is expanding its online course offerings by more than 15 percent. Twelve new courses will be offered this fall and 20 new courses are scheduled for spring. Two of the courses are in the UAF core.

UAF is ranked 65th out of the 256 public universities in the Forbes "America's Top Colleges" list and is 291 out of 650 total colleges and universities (public and private). The rankings compiled for Forbes by the Washington, D.C.-based Center for College Affordability and Productivity, focus on quality of teaching, career prospects, graduation rates and debt levels. The 2013 edition of the Princeton Review The Best 377 Colleges also lists UAF as one of the best colleges in the western region.

Larry Duffy and Phil Loring’s research presented at the International Congress on Circumpolar Health conference weighs the risks of mercury toxins in fish against the health benefits of eating fish and received coverage in the Anchorage Press.

Dan Rather recently interviewed Lawson Brigham, professor of geography and arctic policy, on the decline of summer ice in the Arctic Ocean, for Dan Rather Reports, an AXS-TV news program.

UAF and NASA gathered business, researchers, and government officials at UAA recently for the second annual Cargo Airships for Northern Operations Workshop.

The directors of the Women’s Center and the Office of Multicultural Affairs and Diversity will soon be co-located with the Office of Diversity and Equal Opportunity in the Nordic House and provide services there. Wood Center Student Activities will support programs, initiatives and coordinate diversity events.

Pat Pitney was appointed to serve as the finance vice president for the University of the Arctic. Pitney will lead the UArctic finance office, while continuing her work at UAF. Jeff Freymueller has been named Alaska Volcano Observatory coordinating scientist. He joined the Geophysical Institute faculty in 1995.

Professor emeritus Claus-M. Naske will receive the 2012 Distinguished Alumnus Award at the Nanook Rendezvous in September. The association will also honor Bob Ritchie, Charles Swanton, Daniel Flodin, Terese Kaptur, Marilyn Romano and Donald Cook (posthumously).

UAF’s fall convocation will take place Sept. 13 from 1 – 2 p.m. in the Davis Concert Hall.

Additional highlights are available online at www.uaf.edu/chancellor/highlights/.
President Gamble addressed the UAS faculty and staff at convocation on the Auke Lake campus Aug. 22. He gave an update on the UA Strategic Direction Initiative, including the findings of Phase 1 and transition to Phase 2. The foundation of SDI is to enhance the UA core mission of teaching, learning, research with excellence. Gamble said it is student based and “all about student outcomes.” Gamble summarized five themes that emerged from outreach meetings held around the state over the past year: Improve Student Achievement, Enhance K-12 Partnerships, Increase Industry Partnerships, Expand Research & Development, and Improve Accountability to Alaskans. When asked how these themes fit into cultural support and survival, Gamble said promising initiatives are underway to try and engage rural Alaska Native high school and college students in math and science through more meaningful, relevant curriculum.

Faculty at UAS Convocation received multi-year service awards. Professor of History Robin Walz received a 15 year service award and Professor of Environmental Science Cathy Connor received a 20 year service award.

English faculty and award-winning author Ernestine Hayes gave several talks this summer and has more scheduled for fall. Hayes will speak at Stanford University where her book *Blonde Indian* will be part of a Feminist Studies course. *Blonde Indian, an Alaska Native Memoir*, won a 2007 American book Award, was a HAIL (Honoring Alaska Indigenous Literature) recipient, and was a finalist for the 2007 Kiriyama Prize and the 2007 PEN Creative Non-Fiction Award.

UAS Alaska Native Languages faculty Alice Taff and Marsha Hotch gave a presentation at the Institute on Collaborative Language Research, University of Kansas in June. Speakers and signers representing languages as diverse as Amazigh, Uda, North American Indian Sign Language, Nez Perce, and Ekegusii joined forces to raise awareness of their language communities and the endangered status of their languages.

**PRESIDENT’S COMMENTS**

Met with the Faculty Alliance at its recent retreat, covering issues from the Strategic Direction Initiative (SDI) to the FY14 budget.

President’s cabinet discussed the Ethics Act and its effect on donor relations; mining and fisheries, seafood and maritime (FSM) initiatives; a potential university building fund; the FY14 budget; and the September BOR meeting agenda.

Spent two days in Ketchikan with John Pugh and Gunnar Knap touring and visiting with representatives of FSM industries. Also spoke to the Ketchikan Rotary on SDI. Flew to Juneau and participated in UAS’s convocation.

Many hours were devoted the past two days with the SW staff on the FY14 operating and capital budgets. They have done a fine job along with the MAUs to put together a tough draft budget for FY14.
Today I responded officially to Governor Parnell’s request for UA’s recommendation on whether Alaska should join the Complete College America Alliance of States. That letter will be provided to you, as well as to the faculty governance who were instrumental in crafting our response, thanks to their considerable research and topic study.
<table>
<thead>
<tr>
<th>MAU</th>
<th>Proposal Type</th>
<th>Proposal Category</th>
<th>Department</th>
<th>PI</th>
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<td>Basic Research</td>
<td>CAS ENRI AK Natural Heritage Prog</td>
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<td>Ping, Chien-Lu</td>
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<td>Alaska DOT &amp; PF</td>
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<td>Heinrichs, Thomas Alan</td>
<td>Automating Processing, Distribution, and Understanding of MODIS and AVHRR Satellite Imagery Products for Monitoring Landscape Processes in Alaska National Parks</td>
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Compiled by UA Institutional Research and Analysis. August 23, 2012
Date: August 20, 2012
To: Chancellor’s Cabinet
Through: Cabinet Subcommittee on Institutional Planning and Assessment
From: Employee Satisfaction Survey Working Group
Subject: Employee Satisfaction Survey Recommendations

In April 2012, the Chancellor’s Cabinet approved a resolution establishing a working group charged with recommending an employee satisfaction survey instrument, establishing a timeline, and drafting any local questions.¹ The Employee Satisfaction Survey Working Group was established with representatives from APT Council, Classified Council, Faculty Senate, University Assembly, Human Resource Services, Faculty Services, and Academic Affairs.²

As the Cabinet Resolution notes, the results of an employee satisfaction survey are critical in informing institutional improvement, planning and budgeting, and assessing mission fulfillment. Evaluating employee satisfaction recognizes the central role that employees play in supporting mission fulfillment and in “building and strengthening the UAA community as a whole.”³

Employee satisfaction with the professional environment has not been surveyed at UAA since 2003. According to data from Institutional Research, more than 40% of active employees were hired in 2003 or later.⁴ This measure has been identified as an institutional accreditation indicator since 2009, but analysis was limited to data collected before many current employees came to UAA.

The working group’s criteria, process, and recommendations are presented in this memo.

Criteria
The criteria for selection stipulated that both faculty and staff must be surveyed; that the results must be useful for community campuses as well as Anchorage and capable of being disaggregated to the campus level; and that the format must encourage participation. The criteria also required that the survey could be implemented in Fall 2012 or early Spring 2013 to support accreditation reporting and resource allocation.

Although the primary purpose of the survey was to assess employee satisfaction with the professional environment, the working group was also asked to determine whether the survey might have any utility for the Diversity Action Council or assessing satisfaction with administrative services.

¹ See Attachment 1: Cabinet Resolution
² See Attachment 4: ESS Working Group Membership
³ Consistent with UAA 2017 Strategic Plan Priority D
⁴ Institutional Research, based on Spring 2012 freeze (43.7% of faculty, 46.4% of non-faculty)
Process
Before the working group was established, UAA engaged Hanover Research in a project to collect information on how other institutions are evaluating faculty and staff satisfaction. There was no incremental cost to the institution for this service; it was conducted within the parameters of an existing contract with Hanover for research on institutional priorities.

The Hanover Report profiled “six nationally recognized survey instruments, highlighting information regarding the target audience of the surveys, content, length, pricing, and whether benchmarking data were provided.” The report addressed the length of time each survey had been available and the number of institutions that had administered each. The Hanover report also discussed the option of using in-house surveys.

The working group reviewed the Hanover Report to evaluate how each tool met the institution’s needs. Based on this initial review, several surveys were rejected because they did not meet the minimum criteria.

- Institutional Performance Survey: Administered by NCHEMS. Primary purpose was not employee satisfaction; national data unavailable; only administered to faculty, top and middle level administrators, and board members.
- Institutional Priorities Survey: Administered by Noel-Levitz. Primary purpose was not employee satisfaction.
- Higher Education Research Institute Faculty Survey: Administered by the Higher Education Research Institute. Only surveys faculty satisfaction; only administered every three years, with the next survey scheduled in 2013-2014.
- Faculty Job Satisfaction Survey: Administered by the Collaborative on Academic Careers in Higher Education. Only surveys faculty satisfaction.
- Internally developed survey: Time and expertise required to develop a survey; significant internal requirements for analysis; no comparative data; likely reduced response rates due to perceptions of confidentiality and credibility of the tool.

Two remaining options met the minimum criteria and warranted additional review.

- Higher Education Insight Survey: Administered by ModernThink and affiliated with the Chronicle of Higher Education’s “Great Colleges to Work For” program.
- College Employee Satisfaction Survey: Administered by Noel-Levitz.

The working group investigated these tools in greater detail through audio conference presentations with each vendor, review of printed materials, and follow-up communication. After reviewing all the available materials on each remaining survey, the working group discussed the relative strengths and weaknesses. Table One on the following page presents a comparison of the two surveys.

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5 “Assessing Faculty and Staff Satisfaction,” Hanover Research, February 2012.
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<th>Category</th>
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<th>Higher Education Insight Survey</th>
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<td>Direct vendor communication to participants available for a fee, included in projected cost</td>
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<td>Format of Results</td>
<td>Spreadsheet of response means and standard deviations Gaps between respondent evaluation of performance and importance</td>
<td>Key themes, strengths, barriers/obstacles, prioritized recommendations Reports on overall positive and negative responses and benefit satisfaction Comparisons by Major Budget Unit, location, and job type</td>
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<td>Associated costs</td>
<td>Unknown internal costs for planning, communication, and detailed analysis</td>
<td>Direct cost includes assistance with project planning, communication strategies, and detailed analysis of results</td>
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<tr>
<td>Benchmarks/National Norming</td>
<td>Not nationally normed Comparisons with approximately 50 participating institutions, very few of which are similar to UAA in size, region, or scope</td>
<td>Nationally normed Benchmarking capabilities with over 700 participating institutions with appropriate comparative data including region, size, public, and peers</td>
</tr>
<tr>
<td>Disaggregation of Results**</td>
<td>Disaggregation by Major Budget Unit (e.g., CAS or Admin Services), job type (e.g., faculty/staff), campus</td>
<td>Disaggregation by Major Budget Unit (e.g., CAS or Admin Services), job type (e.g., faculty/staff), campus</td>
</tr>
<tr>
<td>Areas Addressed</td>
<td>Campus Culture and Policies; Institutional Goals; Involvement in Planning and Decision-Making; Work Environment; Overall Satisfaction</td>
<td>Job Satisfaction/Support; Teaching Environment; Professional Development; Compensation, Benefits, and Work-Life Balance; Facilities; Policies, Resources, and Efficiency; Shared Governance; Pride; Supervisors/Department Chairs; Senior Leadership; Faculty, Administration, and Staff Relations; Communication; Collaboration; Fairness; Respect and Appreciation; Benefits/Satisfaction</td>
</tr>
<tr>
<td>Supplemental Questions</td>
<td>Supplemental questions can be added in specific sections listed above</td>
<td>Supplemental questions can be added on any subject</td>
</tr>
<tr>
<td>Alignment with Data Needs</td>
<td>Format supports prioritization, as respondents evaluate both performance and importance</td>
<td>Questions extend beyond traditional professional environment satisfaction</td>
</tr>
<tr>
<td>Added Benefits</td>
<td></td>
<td>If administered in Spring 2013, option to participate in “Great Colleges to Work For,” which includes recognition for top institutions</td>
</tr>
</tbody>
</table>

* Projected costs assume 100% participation. Actual costs are based on responses received, and will thus be lower.  
** Disaggregation is suppressed for categories with fewer than five responses (e.g., smaller academic or administrative units)
Recommendations
The working group has determined that both surveys meet the institution’s needs. After considering the relative strengths, the working group recommends selecting and administering the Higher Education Insight Survey. While the cost for this tool is higher, this survey has added value features which appealed to the working group. These were (1) nationally normed data and comparable peers, (2) data analysis services as part of the cost of the tool, and (3) the capacity to disaggregate data based upon respondent demographics. In contrast, the Noel-Levitz survey had a much lower cost, with limited support and analysis.

The working group strongly recommends communicating the findings with the university community and making detailed results available to appropriate offices and bodies. The group anticipates that these steps will increase participation by demonstrating the importance of participation, and will increase the utility of the data. The recommended survey extends beyond accreditation purposes and general workplace improvement. The results could provide guidance to faculty and staff governance groups, Human Resource Services, and the Diversity Action Council, among others.

The working group recommends implementing future surveys every two to three years to allow sufficient time between administrations of the survey to respond to the data. The Cabinet Subcommittee on Institutional Planning and Assessment should be charged with ensuring future surveys are conducted according to this schedule.

To support the greatest opportunities to apply the survey data to institutional improvement, accreditation evaluation, and resource allocation, the working group recommends scheduling the first implementation of the survey in early November 2012. In the event that this timing is not feasible, the survey should be implemented in February 2013.

Approval Process
The Employee Satisfaction Survey Working Group will present these recommendations to administrative and governance leadership groups for input. A final recommendation will be presented to the Chancellor’s Cabinet for approval by September 14th.

Call to Action
Implementing this survey is paramount to appropriately evaluating performance on this accreditation indicator in the coming year, and to gathering input from current faculty and staff on what the institution is doing well and where improvements can be made. The working group urges the institution to make a timely decision on the survey that will be used, and take the appropriate steps to implement the survey early in the 2012-2013 academic year.
Attachment 1: Chancellor’s Cabinet Resolution

University of Alaska Anchorage
Cabinet Resolution
Faculty and Staff Satisfaction Survey
03 Apr 12

Whereas Chancellor and Cabinet:

1. recognize the importance of “building and strengthening the UAA community as a whole.”

2. recognize that UAA faculty and staff are the foundation of continued mission fulfillment; and

3. conclude that faculty and staff satisfaction information is important to provide guidance for institutional improvement, support on-going operational planning and budgeting, and assess mission fulfillment.

Therefore, Chancellor and Cabinet are agreed:

1. A survey will be organized and implemented to determine:

   a. “the degree to which regular faculty and staff expression satisfaction with their professional environment”

   b. “the degree to which [faculty and staff] are satisfied with administrative, information technology, library, and athletic recreation services . . .”

2. The Institutional Planning and Assessment Sub-Committee is authorized to assemble a team, with relevant expertise, to establish a timeline, choose the instrument and to draft the local questions.

3. Chancellor and Cabinet will approve the final instrument before survey administration.

---

6 UAA 2017, Priority D.
7 Accreditation Profile, C.T. 4.
8 Ibid.
College Employee Satisfaction Survey (administered by Noel-Levitz)

<table>
<thead>
<tr>
<th>Importance</th>
<th>Satisfaction</th>
<th>Gap</th>
</tr>
</thead>
<tbody>
<tr>
<td>RATE IMPORTANCE (1 = &quot;Not important at all&quot; / 5 = &quot;Very important&quot;) AND SATISFACTION (1 = &quot;Not satisfied at all&quot; / 5 = &quot;Very satisfied&quot;)</td>
<td>MEAN</td>
<td>Standard Deviation</td>
</tr>
<tr>
<td>This institution promotes excellent employee-student relationships</td>
<td>4.54</td>
<td>0.56</td>
</tr>
<tr>
<td>This institution treats students as its top priority</td>
<td>4.74</td>
<td>0.50</td>
</tr>
<tr>
<td>This institution does a good job of meeting the needs of students</td>
<td>4.71</td>
<td>0.47</td>
</tr>
<tr>
<td>The mission, purpose, and values of this institution are well understood by most employees</td>
<td>4.14</td>
<td>0.82</td>
</tr>
<tr>
<td>Most employees are generally supportive of the mission, purpose, and values of this institution</td>
<td>4.17</td>
<td>0.75</td>
</tr>
</tbody>
</table>

Higher Education Insight Survey (administered by ModernThink, in partnership with the Chronicle of Higher Education)

ModernThink
Higher Education Insight Survey 2012
XYZ University
Overall Benchmark ScoreCard - Full Data Set

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Job Satisfaction/Support</td>
<td>66.5</td>
<td>5</td>
<td>74</td>
<td>74</td>
<td>74</td>
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<tr>
<td>Job Satisfaction/Support - Average</td>
<td>66.5</td>
<td>5</td>
<td>74</td>
<td>74</td>
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<td>74</td>
<td>74</td>
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</tr>
</thead>
<tbody>
<tr>
<td>Teaching Environment</td>
<td>65.5</td>
<td>5</td>
<td>73</td>
<td>73</td>
<td>73</td>
<td>73</td>
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</tbody>
</table>
Attachment 3: Recommended Supplemental Questions

To maximize the opportunities for institutional committees and offices to use the data from this survey, the committee has drafted a brief list of supplemental questions.

1. I believe that institutional leadership will take action based on the results of this survey
2. I believe this institution is accomplishing its mission
3. I have adequate time for scholarly pursuits (*Only for faculty*)
4. I understand the purpose of my department and how we support the university’s mission and core themes
5. I would recommend working at this institution to friends and family
6. If we had to focus on three priorities to improve the quality of the workplace and the strength of our culture, what would they be? (*Open ended*)
7. Overall, this institution employs faculty who are qualified to accomplish the mission and goals of the university
8. Overall, this institution employs staff who are qualified to accomplish the mission and goals of the university
9. The amount of work I am expected to accomplish is reasonable
10. This institution is committed to working in the community to address local issues

11. *One to two questions relating to diversity, to be drafted by the Diversity Action Council*
12. *One question relating to sustainability, to be drafted by the Office of Sustainability*
### Attachment 4: Employee Satisfaction Survey Working Group Membership

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marian Bruce</td>
<td>Faculty Services</td>
<td>Administration</td>
</tr>
<tr>
<td>Megan Carlson</td>
<td>Academic Affairs</td>
<td>Administration</td>
</tr>
<tr>
<td>Dayna Defeo</td>
<td>Learning Resources Center</td>
<td>Governance</td>
</tr>
<tr>
<td>Connie Dennis</td>
<td>Office of Student Information</td>
<td>Governance</td>
</tr>
<tr>
<td>Jessica Dyrdahl</td>
<td>Student Life and Leadership</td>
<td>Governance</td>
</tr>
<tr>
<td>Susan Garton</td>
<td>Educational Leadership</td>
<td>Governance</td>
</tr>
<tr>
<td>Ron Kamahele</td>
<td>Human Resource Services</td>
<td>Administration</td>
</tr>
<tr>
<td>Julia Martinez</td>
<td>University Advancement</td>
<td>Governance</td>
</tr>
<tr>
<td>Sarah Pace</td>
<td>Office of the Registrar</td>
<td>Governance</td>
</tr>
</tbody>
</table>
In my duties as Faculty Senate President I have done the following since the last meeting of UAA’s Faculty Senate:

- **May / June**
  - Attend Complete College America (CCA) workshop in Baltimore and prepare report for Saichi Oba, UA Associate Vice President Student Affairs
  - Participate in conference call to discuss reports from MAU representatives who attended the CCA workshop and advise President Gamble re response to Governor Parnell’s request to participate in CCA.
  - Represent Faculty Governance perspective on Provost search committee.

- **July**
  - Meetings with Interim Provost Baker regarding, CCA, GER assessment, and UA GER coordination
  - Attend State Wide Academic Council by audio conference
  - Provide comments on draft of State Research Plan (draft report from State Committee on Research – SCoR)

- **August**
  - Attend State Wide Academic Council (SAC) by audio conference
  - Attend Student Services Council (SSC) by audio conference
  - Attend and contribute to Faculty Alliance meeting in Fairbanks including representation from UA (President Gamble, Vice President for Academic Affairs Dana Thomas and others)
    - Discuss CCA
    - Discuss potential for greater coordination of GERs across MAUs
    - Discuss developments with Strategic Directions Initiative
    - Discuss UA wide IT issues and coordination
    - Discuss Health Care policy and costs
  - Organize and coordinate Faculty Senate Retreat
  - Represent Faculty Governance on Provost Search Committee
  - Chair committee to evaluate nominees for Chancellor’s Award for (individual) Teaching excellence.
  - Meetings with Sandra Pence and Susan Kalina to discuss GER issues
  - Nominate faculty governance representatives for Chief Information Officer search committee, University Technology Council, and other UAA committees
  - Set agendas and chair UAA executive board (Eboard) meetings
    - Develop Faculty Senate Agenda
    - Develop short and long term objectives with EBoard
  - Attend Governance Leaders meeting with Chancellor
  - Meet with Chancellor Case and Interim Provost Baker
September 7th, 2012

Report of the 1st Vice President

- Strategic Directions Initiative (SDI) Meeting July 23rd
  - A meeting was held in Fairbanks with the primary purposes of providing an update and revising the five general directions. In initial comments President Gamble acknowledged that the comments collected from the listening sessions have no statistical validity. McTagert, who ran the meeting, ignored the report by RelevanceLogic. If you are in need of some comedy, read their report.
  - The original five directions, which have been consolidated, are familiar themes from current strategic plans of the universities.
  - Based on his comments President Gamble’s motivation seems to be a desire to pro-actively respond to funding and control issues being faced around the nation.

- Faculty Alliance Retreat August 12th-14th
  The Faculty Alliance Retreat was held in Fairbanks.
  - All three campuses have noticed problematic side effects from the centralization of some IT services through statewide. Solutions for keeping students alert to their location in the e-world will be sought.
  - Blackboard is now used by all three campuses. UAF and UAS use the same server out of statewide. All three campuses should soon have the same version. The single signon project is intended to enable students to enter Blackboard once and see courses from all three universities. Faculty at UAF are not happy with the current version of Blackboard nor how upgrades were implemented. No alliance members teach distance ed, so this perspective was missing during this discussion. Alliance will watch discussions about the future of Blackboard such as are occurring at UAA.
  - Don Smith who is now head of Human Resources at statewide demonstrated multiple techniques for avoiding answering questions.

- eLabs discussion
  - Progress on the eLab discussion varies by campus.
  - At UAA additional discussion will occur in small groups over the next couple months before recommendations are formed and brought to the Senate.
<table>
<thead>
<tr>
<th>Program/Course Action Request</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A.</strong> CAS</td>
</tr>
<tr>
<td>Chg Master of Arts, English</td>
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<tr>
<td>Del ENGL A603 Issues in Rhetoric &amp; Composition</td>
</tr>
<tr>
<td><strong>B.</strong> CBPP</td>
</tr>
<tr>
<td>Chg The Department of Public Policy &amp; Administration</td>
</tr>
<tr>
<td>Chg MBA, General Management</td>
</tr>
</tbody>
</table>
Program/Course Action Request

A. **CBPP**
   - Chg ACCT A420 Fraud Examination
   - Chg BA A375 Statistics for Business & Economics (3)(3+0)
   - Chg BA A377 Operations Management (3)(3+0)

B. **COH**
   - Chg DN A101 Principles of Nutrition (3)(3+0)
   - Chg DN A151 Nutrition Through the Life Cycle (3)(3+0)
   - Chg DN A155 Survey of Alaska Native Nutrition (3)(3+0)
   - Chg DN A203 Nutrition for Health Sciences (3)(3+0)
   - Chg DN A215 Sports Nutrition (3)(3+0)
   - Chg DN A255 Concepts of Healthy Food (3)(3+0)
   - Chg DN A260 Food Science (3)(3+0)
   - Chg DN A315 World Food Patterns (3)(3+0)
   - Chg DN A350 Foodservice Systems & Quantity Foods (3)(3+0)
   - Chg DN A355 Weight Management & Eating Disorders (3)(3+0)
   - Chg DN A401 Medical Nutrition Therapy I (3)(3+0)
   - Chg DN A402 Medical Nutrition Therapy II (3)(3+0)
General Education Review Committee
September 2012 Report

<table>
<thead>
<tr>
<th>Committee Member</th>
<th>8/24</th>
<th>8/31</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utpal Dutta</td>
<td>Cancelled</td>
<td>P</td>
</tr>
<tr>
<td>Kevin Keating</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Kathryn Hollis-Buchanan</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Donn Ketner</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Len Smiley</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Shawnalee Whitney</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Walter Olivares</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Kyle Hampton</td>
<td>E</td>
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</tr>
<tr>
<td>Sheri Denison</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Robert Capuozzo</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Sandra Pence (chair)</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Dave Fitzgerald</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Susan Kalina</td>
<td>P</td>
<td></td>
</tr>
</tbody>
</table>

Program/Course Action Requests
Approved the following courses:
Social Sciences courses: ECON A201 and ECON A202

Other Items
1. Elected Sandra Pence as chair for AY 13.
2. Discussed status of Gen Ed Assessment Task Force. OAA was not able to obtain funding this year for a half-time faculty fellow, though it was requested through PBAC. OAA suggested a modification of the proposal passed by Faculty Senate in May 2012. This modified proposal provides a course release or other compensation to the Task Force chair and charges the Task Force with researching general education assessment practices, including assessment tools/instruments, at other institutions. The task force will develop a report with recommendations for next steps toward developing GER assessment plan. The report will be completed by August 1, 2013 and shared with the Provost and faculty through faculty forums.

The GERC approved the amended proposal.

3. Discussed goals for this academic year and plan to finalize them at the Sept 14 meeting.
AY13 General Education Requirements Task Force

**GERC makes a motion to amend the Faculty Senate proposal approved May 4, 2012:**

Recommend formation of a one- or two-year General Education Requirements Assessment Task Force (GER Task Force) to research, write up and present to the faculty (Faculty Senate, Open Forum/s) and the Provost an overview of how GER curricula are being assessed nationally. This includes information on best practices, the practices of our peer and aspiration institutions and UAF and UAS, and guidance from national organizations such as AAC&U. The report should include a recommendation for next steps toward developing a GER assessment plan and any funding implications of that recommendation. To develop an assessment plan for General Education Requirements at UAA, including a chair that is a Faculty Fellow with a half-time workload release. This task force should be funded through the Office of Academic Affairs (OAA) and have administrative assistance provided by OAA. OAA will seek a course release or other compensation each semester for the chair, as well as possible travel funds for members to attend relevant meetings. The composition should be of the same nature as the GERC (refer to Faculty Senate Bylaws), but also include the Chair of the Associate of Arts Assessment Committee and a member of the Faculty Senate Academic Assessment Committee. Members of GERC may serve on the GER Task Force as GER discipline area representatives and/or unit representatives.

The Task Force should consult with faculty involved in general education as it researches and develops its report. The Chair will lead the development of the report and serve as a liaison between the Task Force and general education faculty. The final report and recommendation should be submitted by August 1, 2013, and should be addressed submitted to the Faculty Senate and the Provost. During AY 14 the GER Task Force will facilitate the faculty and the Provost in discussions of the report and based on feedback and create an action plan towards development of a GER Assessment plan for future faculty senate approval.

The Faculty Fellow Chair will lead the development of the report of a General Education Assessment Plan, be the primary investigator/researcher, and serve as a liaison between the Task Force and general education faculty. The assessment plan should specify the mode of leadership (e.g., full-time administrative position, Faculty Fellow, Committee) that will implement the plan and also empower enforcement of the assessment process. The Task Force should consider close alignment with the Associate of Arts degree assessment plan as an option to conserve university resources.

**Membership criteria:** Members will have experience with academic program assessment, general education and/or the Associate of Arts program.

**Membership:** Membership should include the following representation. To support the goal of achieving a manageable working group, members can represent more than one area listed below.

1. At least one faculty representative from the GERC
2. At least one faculty representative from the Academic Assessment Committee
3. The Chair of the Associate of Arts Assessment Committee at the Anchorage Campus
4. At least one faculty member from a community campus
5. At least one faculty member from a discipline represented in each of the General Education Categories: Written Communication, Oral Communication, Quantitative Skills, Natural Sciences, Social Sciences, Humanities, and Fine Arts
6. At least one faculty representative from each of the UAA colleges: CAS, CBPP, COH, SOE, COE, Consortium Library, and CTC
7. A student representative
8. Ex Officio member: Vice Provost for Undergraduate Academic Affairs
9. Staff support will be provided by OAA
UAA Faculty Senate Academic Assessment Committee AY 2012-2013

<table>
<thead>
<tr>
<th>Brian Bennett, CTC</th>
<th>Vacant, COE</th>
<th>Maria Stroth, OAA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony Lack, KPC</td>
<td>Jennifer McFerran Brock, SOE</td>
<td>Susan Kalina – Ex-officio, Vice Provost</td>
</tr>
<tr>
<td>Vacant, KOD</td>
<td>Kathi Trawver, COH</td>
<td>Helen Wisniewski – Ex-officio, Vice Provost</td>
</tr>
<tr>
<td>Holly Bell, MSC</td>
<td>Keith Cates (Chair), Faculty Senate</td>
<td>Rebecca Moorman – Ex-officio</td>
</tr>
<tr>
<td>Deborah Mole, LIB</td>
<td>Bill Hazelton, Faculty Senate</td>
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<tr>
<td>Bill Myers, CAS</td>
<td>Vacant, Faculty Senate</td>
<td></td>
</tr>
<tr>
<td>Kathleen Voge, CBPP</td>
<td>Vacant, Faculty Senate</td>
<td></td>
</tr>
</tbody>
</table>

Meeting dates Aug 31st from 9:30a-12:30pp in PSB 103A.

Informational Items:

- Over the course of the AY 2012-2013 the AAC will be updating the Academic Assessment Handbook. These changes will be reflected in track-change revisions of the handbook document that will be attached to the AAC monthly senate report.

AY 2012-2013 Goals and Objectives

- Revise and update Academic Assessment Handbook
- Update annual survey
- Implement a program review process to begin reviewing program assessments.
- Review and update UAA’s Academic Assessment Committee (AAC) webpage on the UAA Office of Academic Affairs webpage to provide the UAA Academic Assessment Handbook, assessment guidelines and assessment resources
- Implement outreach efforts to inform and educate the UAA community about the new assessment process
- Provide assessment support to programs, encouraging posting of plans and annual surveys
Committee Co-Chairs: Amy Green and M. Angela Dirks
Meeting Date: August 23rd, 2012 Faculty Senate Retreat

Committee Members:

| ✓ Amy Green, co-chair (P) | ✓ David Fitzgerald (P) | ✓ Bruno Kappes (P) |
| ✓ M. Angela Dirks, co-chair (P) | ✓ Gail Johnston (P) | ✓ Sunny Mall (P) |
| ✓ Dimitry Ostrovsky | ✓ Liliya Vugmeyster | ✓ Hilary Davies (P) |
| ✓ Susan Mircovich | ✓ Todd Peterson | ✓ Matt Cullin (P) |
| ✓ Barbara Harville | ✓ Jane Haigh (P) |

(P) – Present, (E) – Excused, (A) - Absent

Discussion Items:

1. ACDLITe membership: There is a need to contact members to confirm membership in the committee. The committee has grown significantly in the past two years. In order to ensure opportunity for meeting participation, the committee discussed the need to try to maintain membership around 15 individuals.

2. Potential goals for the year: The committee determined to continue the strategy of encouraging members to join other technology-related committees and task forces. This strategy has contributed to strong faculty presence and engagement in areas related to technology that impact academic goals. Thus, the following draft goal will be discussed and finalized at the September meeting:

   “ACDLITe committee’s goal for 2012-2013 is to support and advocate for faculty educational technology needs by participating and contributing to university wide dialogue that impacts the use of technology in the delivery of instruction.”

Current committee participation includes:

- CIO Search Committee: Angela Dirks
- University Technology Council: Amy Green and Angela Dirks
- eLearning: Susan Mircovich
- ePortfolio: Bruno Kappes
- Website Maintenance: Gail Johnston
• eLearning Faculty Handbook: Sunny Mall, Barbara Harville, Jane Haigh

Additional participation will be needed in task forces, committees and other initiatives throughout the year as new technology-related opportunities and needs develop.

3. Plans for Future Meetings:

• Invite CIO to address committee on the state of IT
• Invite FTC director to address committee to discuss instructional technology developments
• Determine status of specific instructional technology such as Blackboard and eLive
• Continue to monitor conversation on distance delivery of natural science lab instruction.

4. Fall Meeting Schedule:

Second Friday each Month, 9 AM- 11 AM, Rasmusson Hall room 204

• September 14
• October 12
• November 9
• No meeting in December
Faculty Grants and Leaves Committee Report  September 2012

Committee Members 2012-13:
Amy Green
Joan Haig
Kamal Narang
Kirk Scott
Bogdan Hoanca
Kathy Stephenson
Angela Dirks
Megan Friedel
He Liu
Marian Bruce/ Faculty Services

Report:

- The Faculty Grants and Leaves committee has not met yet this year so there is no report.
- The FGL committee orientation is scheduled for Friday, September 7th to elect a chair and review committee procedures and schedule.
- Schedule for the year is attached:
Faculty Grants and Leave Committee Schedule 2012-2013

FACULTY DEVELOPMENT AND CATEGORY II RESEARCH TRAVEL EVALUATION SCHEDULE

ROUND II FY13 (For January 1 to June 30 funding period)
OCT 15 APPLICATIONS DUE TO ACADEMIC AFFAIRS
OCT 19 APPLICATIONS TO COMMITTEE BY 5 PM FOR REVIEW
NOV 6 ALL REVIEWS COMPLETE and rankings to Marian Bruce BY 5pm
NOV 9 8:30-10:00 AM MEETING LIB 302
NOV 13 RECOMMENDATIONS TO PROVOST
NOV 15 AWARD LETTERS OUT TO FACULTY

ROUND I FY 04 (For July 1 to December 31 funding period)
MAR 15 APPLICATIONS DUE TO ACADEMIC AFFAIRS
MAR 19 APPLICATIONS SENT TO COMMITTEE FOR REVIEW
APR 2 ALL REVIEWS COMPLETE and rankings to Marian Bruce
BY 5 PM
APR 5 8:30-10:30 AM MEETING LIB 302
APR 11 RECOMMENDATIONS TO PROVOST
APR 15 AWARD LETTERS OUT TO FACULTY

SABBATICAL LEAVE SCHEDULE
OCT 29 APPLICATIONS TO ACADEMIC AFFAIRS
NOV 5 APPLICATIONS TO COMMITTEE FOR REVIEW
NOV 27 ALL REVIEWS COMPLETE BY 5 PM
NOV 30 8:30-10:30 AM MEETING LIB 302
DEC 14 RECOMMENDATIONS TO PROVOST
Members of the Committee conferred during the Faculty Senate’s August Retreat to review the status of work completed during the summer; members also reviewed the Committee’s goals for this year, as set at the Committee’s meeting of last May.

1. During the summer the Committee’s chair continued a dialog with the community campus directors on Senate Constitution and Bylaws language. This effort was in concert with the Community Campus Committee.

2. The IULRC’s goals for AY 2012 – 2013 include:
   - Finalize, through Senate readings, a Bylaws change allowing the Committee to delay surveying a college or school if its dean is new or about to leave his or her posting. The language proposed by the Committee was offered in its May 2012 year-end report and is contained below in Item #3.
   - Complete the Committee’s work of last year investigating alternate survey instruments. This year’s effort will include assessing:
     a) Commercially available survey products other than those available from IDEA.
     b) The continued use of the IDEA instrument.
     c) The feasibility of authoring and implementing our own survey instrument.
     d) The availability and use of surveys developed at institutions similar to UAA.

     Work on this particular task will require considerable dialog with both our deans and the Office of Academic Affairs.
   - Continue to support the Community Campus Committee as it develops its agenda. The IULRC and Community Campus Committee share several members to ensure timely communication and coordination.

3. The Committee’s May Report for AY 2011 – 2012 provided draft language of a Bylaws addition; the Committee now requests a first reading of the following language to be incorporated into the Senate’s Bylaws addressing the Committee’s functions and responsibilities: “If a dean is newly appointed or leaving his/her post during a year when his/her unit is to be surveyed, the Committee, following discussions with that dean and the Senate’s Executive Board, may elect to postpone the survey period by up to two years.”

Committee is chaired by Larry Foster; a final membership list will be provided to the Senate’s 2nd Vice President by September 14th; the Committee meets next on Oct. 5.

Prepared by Larry Morris Foster (Mathematical Sciences).
Ad Hoc Committee on Academic Integrity

August 21, 2012, 2:15 – 3:15 pm (Faculty Senate Retreat)

This was an inaugural meeting for Faculty Senate committees, to provide opportunity for others to join, and for members to work on their goals for this year.


Member changes: David Bowie joins us from the English Department and is also a first-time faculty senator. Dayna DeFeo is LRC Coordinator. Claudia Lampman must sit out this semester but plans to rejoin us in the Spring. Paola will consult with Bogdan Hoanca to find a CBPP representative, and Michael will ask Barbara Berner about a School of Nursing member and check on past student member, Sam Fredrick; Dayna will look for a CTC member. The group plans to adopt Claudia’s idea of inviting those involved in areas we want to target, to attend our meetings for sharing and consultation.

Plans for this school year: Members considered the 14 recommendations listed in our Final Report submitted to Faculty Senate, April 30 2012. Jennifer grouped them by target population: students, faculty, UAA, and overarching (UA). Five were chosen as priorities.

1. Full-time coordinator/director of academic integrity. Obtaining support for this and determining title, reporting, etc. will provide base for everything else. Level and funding were major issues, when this was presented to Senate in April. We need more input and faculty support to take it further.

2. BOR policy revisions. These are largely ready for approval by Senate before we submit them to BOR. Members will review revisions once more at our next meeting. Paola/Jennifer will invite Robert Boeckmann, new President of Faculty Senate as a guest and/or ask how we should proceed.

3. AI Tutorial. We believe this is still available and being used. Scott Gavorsky consulted Luke Weld about adding more questions to be drawn at random from a database, but did not have time to expedite this. Sally will find out what is needed and possible from Luke. We should also consider what else is out there.

4. Sanctioning Rubric. A lot of work was done on this, but much remains – especially to get faculty support. As the Office of the Dean of Students is currently short staffed, we’ll postpone work on this till mid-year.

5. Faculty Guide to Academic Integrity. This could be invaluable to new faculty and an excellent goal for this year. The “Students in Crisis or Conflict” brochure, provided by the DoS Office was suggested as a model we could follow.

SafeAssign, the plagiarism detection system available in Blackboard was mentioned. Although IT does training in how to use this tool, they do not address how it could be used pedagogically. Sally will see if there are any relevant papers in the literature.

The group was aware of other initiatives underway at UAA that should be promoting AI: Paola with Strategic Directions Initiative, Sally with the Information Literacy Interest Group, Michael – a new division of Student Affairs that will focus on the first year experience.

Next meeting: September 10 in LIB205, at 8:30 am.
Community Campus Committee of Faculty Senate

Report for 7 Sept 2012

**Charge:** To facilitate communication among faculty at all campuses of UAA, and to act as a liaison among UAA Faculty Senate and all faculty members through campus forums.

**CCC mtg notes for 21 Aug 2012**
In attendance: Larry Foster (UAA - Mathematics), Mark Schreiter (Kodiak), Debi Fox (Mat-Su), Debbie Boege-Tobin (KPC-KBC); also sitting in, but not members of this committee: Barb Brown (Kodiak), Forest Nebors (UAA -Political Science)

**Community Campus Committee Agenda for AY 2012-2013**
The CCC committee will:
1. Finalize documentation to create a permanent, standing Community Campus Committee within UAA’s Faculty Senate.

2. Finalize the CCC bylaws language and coordinate with Senator Smith to have these bylaws placed on the fall faculty ballot.

3. Advance the faculty forums on each community campus, develop the feedback process for Directors and report back to IULRC as to its effectiveness as a process.

4. Continue to Support the Senate's efforts to address lab effectiveness (work with group investigating distance delivered, e-Learning labs issue).

5. Work with faculty training center to bring trainings to the community campuses.

6. Explore the feasibility of a faculty exchange of community campus and Anchorage faculty.

**Motion for Addition to Faculty Senate’s Constitution and Bylaws**
The Committee requests a first reading of the following language to be incorporated into the Faculty Senate’s Constitution and Bylaws:

**Inclusion of the Community Campus Committee into the Faculty Senate Constitution:**

Changes to ARTICLE V, Section 1, Paragraph c:
- Change numbering of 13) to 14).
- Insert: 13) Community Campus Committee.
Inclusion of the Community Campus Committee into the Faculty Senate Bylaws:

Additions to Section 3. (ARTICLE V. Boards and Committees)

• Composition of the Community Campus Committee

  (1) The committee membership shall include at least one eligible faculty member from each of the three community campuses listed in ARTICLE III, Section III of the Constitution. Membership on the committee is open to any eligible faculty member who submits their name to the Nominations and Elections Committee or to a Senate member of the Community Campus Committee by April 20th, or as vacancies permit.

• Functions and Responsibilities of the Community Campus Committee

  (1) Annually advise the Senate’s Executive Board of the committee’s timeline and milestones for that academic year, and that of each of the community campus Faculty Forums.

  (2) To communicate information, and to coordinate action(s) of mutual interest, between the Faculty Senate and the community campus Faculty Forums. When necessary, the committee shall facilitate consultation between any Faculty Forum and the Faculty Senate’s Executive Board on governance matters common to both.

  (3) To provide a single point of liaison between the community campus Faculty Forums and other standing committees of the Faculty Senate.

  (4) Assist each community campus Faculty Forum, when requested by such, in developing and implementing a system of periodic feedback between the Director and faculty on matters specific to their respective campuses; each feedback system shall provide information useful to the respective campus Director and shall enhance communication between that Director and his or her faculty on matters derived therein. Each Forum shall periodically report its activities to the committee for inclusion in the latter’s year-end report.

End of Motion

Membership in the ad hoc CCC changed as of September 2012:  Senator Deborah Boege-Tobin, Kenai-Kachemak Bay, Chair; Senator Larry Foster, CAS Math/Natural Sciences; Senator Deborah Fox, Matsu; Henry Haney, Kenai-Kenai River; Senator Mark Schreiter, Kodiak