

## **VII. Old Business**

A. 2<sup>nd</sup> Reading of Constitution and Bylaws with amendment- Officer Hilary Davies (pg. 21-25)

### **1. Bylaws. Section 3. (Article V. Boards and Committees).**

#### **Constitution. Article IV. Officers. Section 8.**

*Currently the representatives of the UAA Faculty Senate to the Faculty Alliance are the Faculty Senate President, the First Vice President, and either the UAB Chair or GAB Chair or his/her designated representative from the respective Board.*

*Due to meeting scheduling issues, the recommendation is:  
Representatives of the UAA Faculty Senate to the Faculty Alliance are the Faculty Senate President, the First Vice President, and either the GAB Chair, ~~the or~~ UAB Chair, ~~or his/her designated representative from the respective Board,~~ or the Second Vice President or the Past President.*

#### **Article IV, Section 8 would read:**

**The Chair of the Graduate Academic Board, the Chair of the Undergraduate Academic Board, the Second Vice President or the Past President, shall serve as a representative of the Faculty Senate to the Faculty Alliance. The UAA Faculty Senate President will select this representative.**

**Unanimously approved**

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**2. Bylaws. Section 3. (Article V. Boards and Committees). s.**

Modify the composition of the University-wide Faculty Evaluation Committee to eliminate term limits.

*Rationale: Facilitate the election of faculty to the University-wide Faculty Evaluation Committee so that all seats on the committee are filled.*

The Faculty Senate shall establish one University-wide Faculty Evaluation Committee consisting of a total of fifteen (15) tenured full professors, five (5) from each workload track (Bipartite-Vocational, Bipartite-Academic, and Tripartite-Academic). No more than two (2) faculty members may be from an individual school or college in each Bipartite-Academic and Tripartite-academic workload category. Tenured associate professors will be elected if there are insufficient numbers of full professors to staff the committee. All faculty members who serve on this committee shall be elected by the faculty at large to three-year terms. No one on a promotion or tenure committee at a prior level, and no one standing for promotion or tenure is eligible to serve on the committee. Elections shall be held annually, and in each year seven or eight members shall be elected. No faculty member who holds an administrative appointment (dean, associate dean, assistant dean) in the University is eligible. ~~No member may be elected to more than two successive three-year terms.~~ The committee shall establish subcommittees composed of committee members for the purposes of evaluation of individual faculty. Each subcommittee shall include a majority of representatives from the same workload track as the faculty member being evaluated and at least one member from each of the other tracks.

**For 25**

**Against 5**

**Abstained 4**

**Approved**

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**3. Bylaws. Section 3. (Article V. Boards and Committees).**

Change the title of the Institutional and Unit Assessment Committee to Institutional and Unit Leadership Review Committee to avoid confusion with the newly formed Academic Assessment Committee. Clarify the functions and responsibilities of the Institutional and Unit Leadership Review Committee. Change “assessment” to “survey” to reflect the responsibilities of the committee.

**Modify: w. Institutional and Unit Review Committee**

w. Composition of the Institutional and Unit Leadership Review Committee:

- (1) A Senator on the Committee shall convene the first meeting in each academic year.
- (2) Membership on the committee is open to any faculty member who submits his or her name to the Nominations and Elections Committee by April 20 or as vacancies permit.

x. Functions and Responsibilities of the Institutional and Unit Leadership Review Committee

- (1) Oversee the faculty review of Deans and Directors via a periodic survey.
- (2) Annually advise the Senate’s Executive Board by the end of September of the Committee’s timeline and milestones for that academic year; thereafter, the Committee shall present an outline of its yearlong agenda and goals to the Faculty Senate no later than the Senate’s regularly scheduled October meeting.

- (3) Annually review the survey instrument and modify as needed.
- (4) Annually discuss with the University's Deans and Provost the overall scope of the survey instrument, the expected protocols for its administration, and the timeline noted in (2) above.
- (5) Notify faculty prior to the survey's administration; advance faculty participation in the survey process.
- (6) Confer with each dean to determine the reporting process most suitable for that dean's respective unit.
- (7) Oversee the survey's administration.
- (8) Provide annually a summary report to the Senate addressing faculty participation rates, suggestions from the Deans and Provost on needed improvements for subsequent surveys, faculty perceptions on how well the survey instrument addressed faculty concerns, faculty views on the effectiveness of the overall survey process in improving their respective college or school, a template summarizing survey results, etc.  
At the discretion of its Dean, a unit may be subdivided, with the Committee's approval, into subunits provided such subunits are sufficiently large to ensure the anonymity of respondents.

**Unanimously approved**

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#### **4. Bylaws. Section 3. (Article V. Boards and Committees).**

##### **Add: y. Faculty Awards Committee**

*This committee has been in existence for several years, but is not formally included in the Faculty Senate Constitution and Bylaws.*

##### **y. Composition of the Awards Committee**

In January, a committee will be formed consisting of one Senator from each School or College, one Senator from the library and one from each Community Campus. If more than one Senator from a unit wishes to volunteer, the Senate will vote to fill that position. The committee will vote to select a chairperson.

##### **Functions and Responsibilities of the Awards Committee**

Any member of the University of Alaska Anchorage faculty may submit one or more documented nominations for the Faculty Senate Service awards. Up to three types of awards may be given:

- i. To a member of the Faculty Senate or its Boards and Committees for Outstanding and Distinguished Service to the Senate.
- ii. To a faculty member for service to the university outside of the Senate
- iii. To a community member who has made distinguished contributions to the University. Nominees may be students, staff members, or members of the community.

Note: Members of the Faculty Senate Executive Board are not eligible for these awards. Documented nominations are to be submitted to the chairperson of the Faculty Senate Awards Committee by March 30th.

The Faculty Senate Awards Committee will review all nominations and will select zero to three candidates to forward to the Senate with a description of each candidate prior to the April Faculty Senate meeting.

A letter of acknowledgment will be sent to the nominator by the chair of the committee. The Faculty Senate will vote by secret ballot at the April Senate meeting to select the winner of each award from the forwarded list of candidates.

**Tabled**

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**5. Bylaws. Section 3. (Article V. Boards and Committees).**

**Add: z. Academic Assessment Committee**

During Fall 2009, the Faculty Senate Academic Assessment Committee (FSAAC) worked on establishing by-laws and will be an elected (rather than appointed) committee in the future. The committee collaborated with the Accreditation Team and the Core Theme 1 group to help collect and analyze assessment data for UAA, ILO's and the GER. In spring 2010, the committee will be focusing on creating an assessment handbook with clear guidelines and processes. The formation and charge of this committee constitutes a change to our assessment procedures at UAA.

The Assessment Committee is a standing committee of the Faculty Senate.

The committee shall:

1. Develop and maintain UAA Assessment Handbook.
2. Apply the current UAA Assessment Handbook as primary criteria for evaluating all program assessment, both of existing assessment efforts and of proposed or modified programs;
3. Recommend program assessment-related actions to the Senate;
4. Develop institutional learning outcomes assessments and direct the collection and analysis of that data;
5. Review and recommend all requests to modify institutional learning outcomes;
6. Review all requests to modify assessment policies;
7. Refer all curricular and academic issues to the Boards;
8. Undertake such additional tasks or responsibilities relating to program and institutional assessment as assigned by the Senate.

Composition of the Assessment Committee- Representation on the Assessment Committee shall be elected by faculty within their respective units as follows:

1.
  - a. College of Arts & Sciences (1)
  - b. College of Business & Public Policy (1)
  - c. College of Education (1)
  - d. College of Health & Social Welfare (1)
  - e. Community & Technical College (1)
  - f. School of Engineering (1)
  - g. Library (1)
  - h. Kenai Peninsula College (1)
  - i. Kodiak College (1)
  - j. Matanuska-Susitna College (1)
2. In addition there shall be 4 representatives from Faculty Senate (4)

3. Faculty members of the Assessment Committee shall serve two year staggered terms.
4. Newly elected and continuing members of the Assessment Committee shall elect the chairperson no later than May 15 with service to begin June 1. *After AY10*, the chair shall be elected by the Assessment Committee from those members who are in the second year of their terms or who have served at least one previous term of office. *After AY10*, the Chair or a Co-chair must be a member of the Faculty Senate.
5. One representative from the Office of Academic Affairs, appointed by the provost and one representative from the office of the Registrar shall be ex-officio and non-voting members of the Assessment Committee. OAA shall be responsible for coordinating and supporting the activities of the Assessment Committee.

**Unanimously approved**

**6. Constitution. Article V. Boards and Committees. Section 1.**

**Insert/change**

10. Institutional and Unit Leadership Review
  11. Faculty Awards
  12. Academic Assessment
- Renumber 11 to 13.

**Bylaws, Section 3.**

Change the title of the Institutional and Unit Assessment Committee to Institutional and Unit Leadership Review Committee.

**Rationale:** Clarify the functions and responsibilities of the committee and avoid confusion with the newly formed Academic Assessment Committee.

**Unanimously approved**