UAA Faculty Senate Agenda  
March 5, 2010  
2:30 – 4:30 p.m. LIB 307

I. Call to Order

II. Roll- (P=Present; A=Absent; E=Excused)  
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III. Agenda Approval (pg. 1-2)

IV. Meeting Summary Approval (pg. 3-6)

V. Officer’s Reports  
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B. First Vice President’s Report (pg. 7)

C. Second Vice President’s Report (pg. 8)

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B. Undergraduate Academic Board (pg. 10-14)

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F. Nominations and Elections Committee

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H. Faculty Grants and Leaves Committee

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VII. Old Business
   A. 2nd Reading of Constitution and Bylaws with amendment- Officer Hilary Davies (pg. 21-25)
   B. Distance testimony at Board of Regents (pg. 26)
   C. Academic Master Plan (will be sent via email)
   D. Accreditation Update (pg. 27)
      http://www.uaa.alaska.edu/accreditation/2010.cfm

VIII. New Business
   A. ACCESS- Senator Bogdan Hoanca (pg. 28)

IX. Reports
   A. Chancellor Fran Ulmer
      FAQs http://www.uaa.alaska.edu/chancellor/faq/index.cfm
   B. Provost Michael Driscoll
   C. Vice Chancellor Bill Spindle
   D. Vice Chancellor Megan Olson (pg. 29-30)
   E. Union Representatives
      i. UAFT
      ii. United Academics

X. Informational Items & Adjournment
I. Call to Order

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III. Agenda Approval (pg. 1-3)  
Approved

IV. Meeting Summary Approval (pg. 4-7)  
Approved

V. Officer’s Reports

A. President’s Report (pg. 8)
   Memo from UAA Classified Council President Megan Carlson (pg. 9)
   Senator Jeanne Eder has resigned
   Presidential Search Update- March 2nd
   Health Care Forum Volunteer- Senator Sally Bremner

B. First Vice President’s Report
   Discussion of Academic Master Plan and Timeline
   MOTION (Fred Pearce): Extend the discussion despite the timer going off.
   Approved
   
   MOTION (Fred Pearce): The Faculty Senate endorses the following two Faculty Alliance motions and requests a timely response from Statewide Academic Council and President’s Cabinet.
“Faculty Alliance moves that the SAC provide FA and senates with a revised timeline and process for the Academic Master Plan that allows sufficient time for faculty participation in the plan, so that accreditation, program and degree standards are maintained to fulfill the University’s missions of teaching, research and service. This action is effective November 26, 2009.” (Delivered via email to VPAA Julius prior to 12/3/09 meeting of SAC)

“The Faculty Alliance moves to request an emergency meeting with the President’s Cabinet and SAC to discuss the Academic Master Plan. This action is effective December 11, 2009. (Delivered orally to VPAA Julius on 12/11/09).

Approved

C. Second Vice President’s Report

VI. Boards and Committees

A. Graduate Academic Board (pg. 10)

Curriculum

Approved

Additional GAB Motions:

The Graduate Academic Board approves of Enrollment Services checking the level in 16d. on the CAR to ensure that graduate standing is screened.

The Graduate Academic Board approves that checking box 16d. is mandatory for all graduate level 600 courses for here forward.

Approved both

Joint GAB and UAB motions:

The Undergraduate Academic Board unanimously approved that for practicum, project, research & thesis courses, the extended registration deadline will be the same as for independent/directed study courses.

The Graduate Academic Board sees no problem with the project, research & thesis courses language and takes no action regarding this language.

Approved

The Undergraduate Academic Board approved attached (pg. 14) revised language in the curriculum handbook regarding prerequisites and corequisites.

The Graduate Academic Board approves the attached (pg. 14) revised language for prerequisite and corequisites in the Curriculum Handbook.

Approved

The Undergraduate Academic Board supports the attached (pg. 15) Academic Assessment Committee bylaws.

The Graduate Academic Board unanimously approves the attached (pg. 15) Academic Assessment Committee bylaws as they are submitted.

Approved

B. Undergraduate Academic Board (pg. 11-13)

Curriculum

Approved

Additional UAB Motion:
The Undergraduate Academic Board approved Susan Fallon as the UAB representative to the Academic Assessment Committee until elections are held.

The Undergraduate Academic Board approved the prerequisite changes in the CIS memo as a minor change. CIS will produce the appropriate CARs and CCGs with changes marked, dated, and initialed. This does not set a precedent and this approval will not change the approval date. Approved

C. University-wide Faculty Evaluation Committee

D. Academic Computing, Distance Learning and Instructional Technology (pg. 16)
   Distance Education Faculty Forum Flier (pg. 17)

E. Budget, Planning, and Facilities Advisory Committee- BPFA (pg. 18)

F. Nominations and Elections Committee

G. Diversity Committee (pg. 19-23)

H. Faculty Grants and Leaves Committee

I. IUAC- Evaluation of Deans & Directors Update

J. Library Advisory Committee (pg. 24-25)

K. Professional Development Committee

L. Student Academic Success Committee (pg. 26)

VII. Old Business

A. Accreditation Update (pg. 27)
   http://www.uaa.alaska.edu/accreditation/2010.cfm
   MOTION (Genie Babb): Extend the meeting until 4:45.
   Approved

B. Discussion on report from the Promotion and Tenure Task Force (pg. 28-30)

VIII. New Business

A. Anti-plagiarism Efforts at UAA- Senator Sally Bremner (pg. 31)
   Request for ad hoc committee
   MOTION (Sally Bremner): Proposal to create an Ad hoc committee on plagiarism.
   Approved
   Volunteers: Senator Paola Banchero, Senator Bogdan Hoanca, Senator Susan Modlin

B. Constitution and Bylaws- Officer Hilary Davies (pg. 32-36)
   Accepted for first reading as a packet

IX. Reports
A. Chancellor Fran Ulmer
   FAQs [http://www.uaa.alaska.edu/chancellor/faq/index.cfm](http://www.uaa.alaska.edu/chancellor/faq/index.cfm)
   Report given, topics included:
   Accreditation
   Transitions
   Legislative session

B. Provost Michael Driscoll (pg. 37-38)
   Report given, topics included:
   Introduction of Heather Hudson
   Vice Provost of Research and Graduate Studies position
   IT Disruption Report
   Board of Regents meeting

C. Vice Chancellor Bill Spindle
   Unable to attend
   Joyce Colajezzi gave report on new Amenities Building

D. Vice Chancellor Megan Olson (pg. 39-40)
   Unable to attend
   Beth Rose gave report on “Freeze out Fairbanks” at the Governor's Cup

E. Union Representatives
   i. UAFT
   ii. United Academics

X. **Informational Items & Adjournment**

For next meeting: Distance testimony at Board of Regents
Since the February 2009 Faculty Senate meeting, 1st VP Petraitis attended one meeting of the Statewide Academic Council. Whereas SAC meetings typically address several issues, the 2/25/10 SAC meeting focused exclusively on the Academic Master Plan. SAC members:

1. Reviewed revisions to the AMP that came from the 2/10/10 meeting between the President’s Cabinet and Provosts;
2. Agreed to release to stakeholders the AMP by 3/5/10
   a. Stakeholders include Deans and Directors, Faculty Senates, and other Governance groups
   b. The AMP might be released on a slightly later date if there was disagreement on revised wording;
3. Agreed to draft a new timeline whereby
   a. The Faculty Senates at each MAU could comment on the draft AMP that will go in draft form to the BoR in June
   b. the final AMP version would not go to BoR until December 2010, giving stakeholders more time to comment on drafts.
2nd Vice President’s Report
March 5th, 2010
Katherine Rawlins

DISTINGUISHED SERVICE AWARDS:
Spring break is the perfect time to stop and think about those around you who are dedicated to service. Perhaps there is a particular...

-- Senator or FS committee or board member
-- UAA faculty member
-- Non-faculty (such as student, staff, or community member)

...who has gone above and beyond the call of duty for the University? Nominate that person for a distinguished service award (in one of the three categories above).

See a recent email from Anne Bridges (on behalf of the Awards Committee) with instructions on how to nominate someone, and get your nomination in by Friday March 19th. The Senate will vote on the awards at our April meeting.

ELECTIONS:
Want more Senate? Or, interested in service on an elected committee such as UAB, GAB, UWFEC, Grants & Leaves, or the FSAAC? There are many committee positions up for election, and these are important committees to fill with good people. Nominate yourself, or nominate a colleague, for this year’s elections; see the recent email from the governance office for a list of open positions and instructions.

Some of these committees (UAB, GAB, FSAAC) also have “Faculty Senate at-large” representatives. These representatives will be chosen from among the 2010-2011 Senators after this round of elections is complete.
Program/Course Action Request

A. CBPP

Del  BA A619  Computer Simulation of Systems (3 cr) (3+0)
Add  BA  A640  Global Marketing (3 cr) (3+0)
Add  BA  A641  Advanced Consumer Behavior (3 cr) (3+0)

Additional Motions:
MOTION: The Governance Office and the Registrar’s Office will notify the six programs that they have the opportunity to clarify the post graduate language in the catalog copy that will be provided. After the faculty member clarifies the wording, they can submit the catalog copy to the Governance Office to give to the Graduate Academic Board as an informational item and then forwarded to the Registrar’s Office for implementation in the catalog.

The following curriculum was approved at the GAB, but did not submit revisions in time to appear on the March Faculty Senate agenda. If they submit revisions, they will be on the April agenda.

Chg  PADM A602  Seminar in Public Management (3 cr) (3+0)
Chg  PADM A606  The Policymaking Process (3 cr) (3+0)
Chg  PADM A618  Public Accountability and Ethics (3 cr) (3+0)
Chg  PADM A624  Human Resources Administration (3 cr) (3+0)
Program/Course Action Request

A. CAS

Del ENGL A116 Writing Life Stories (3 cr) (3+0)

Chg ENGL A120 Critical Thinking (3 cr) (3+0)

Del ENGL A150 Women Writer’s (3 cr) (3+0)

Add ENGL A309 Texts of American Subcultures and Regions (3 cr) (3+0)

Chg ENGL A310 Ancient Literature (3 cr) (3+0)

Del ENGL A342 The Modernist Period (3 cr) (3+0)

Chg ENGL A475 Modern Grammar (3 cr) (3+0)

Chg ENGL A487 Standard Written English (3 cr) (3+0)

Chg ENGL A490 Topics in Language and Literature (1-3 cr) (1-3+0)

Chg GEOL A310 Research Techniques in Geology (3 cr) (3+0)

Chg GEOL A321 Mineralogy (4 cr) (3+3)

Chg GEOL A360 Geochemistry (3 cr) (3+0)

Chg HIST A440 The American West Since 1850 (3 cr) (3+0)

Chg Women’s Studies

B. CBPP

Chg ACCT A120 Bookkeeping for Business I (3 cr) (3+0)

Chg BA A488 Environment of Business (3 cr) (3+0)

Chg ECON A312 Econometrics for Business and Economics (3 cr) (3+0)

Chg Associate of Applied Science, Logistics and Supply Chain Management

Chg Bachelor of Business Administration, Economics

Chg Bachelor of Business Administration, Finance

Chg Bachelor of Business Administration, Global Logistics and Supply Chain Management

Chg Bachelor of Business Administration, Management Information Systems

Chg Bachelor of Business Administration, Marketing
C. CHSW
Add CEL A390 Special Topics in Civic Engagement (1-3 cr) (1-3+0)

D. CTC
Add TECH A315 Leading Technical Employees (3 cr) (3+0)
Add TECH A423 Process Improvement Fundamentals (3 cr) (3+0)
Add TECH A490 Selected Topics in Technology Management (1-3 cr) (1-3+0)

Chg Bachelor of Science, Technology

E. KPC
Add AGRI A141 Greenhouse Gardening (1 cr) (1+0)

The following curriculum was approved at the UAB, but revisions were not received by the Governance Office in time to appear on the March Faculty Senate agenda. If they submit revisions, they will be on the April agenda.
Chg FREN A301 Advanced French I (4 cr) (4+0)
Chg FREN A302 Advanced French II (4 cr) (4+0)
Chg GER A301 Advanced German I (4 cr) (4+0)
Chg GER A302 Advanced German II (4 cr) (4+0)
Chg JPN A301 Third Year Japanese I (4 cr) (4+0)
Chg JPN A302 Third Year Japanese II (4 cr) (4+0)
Chg RUSS A301 Advanced Russian I (4 cr) (4+0)
Chg RUSS A302 Advanced Russian II (4 cr) (4+0)
Chg SPAN A301 Advanced Spanish I (4 cr) (4+0)
Chg SPAN A302 Advanced Spanish II (4 cr) (4+0)
Chg ENGL A315 Survey of Medieval Literature (3 cr) (3+0)
Chg ENGL A320 Renaissance Literature (3 cr) (3+0)
Chg ENGL A340 The Victorian Period (3 cr) (3+0)
Chg ENGL A381 Drama (3 cr) (3+0)
Chg ENGL A391 Genres of Subject and Theme (3 cr) (3+0)
Chg ENGL A429 Major Authors (3 cr) (3+0)
Chg RADT A133 Radiographic Procedures III (3 cr) (2+2)
UAB Motions for Faculty Senate: March 5, 2010

1. **UAB recommends that a standardized Incomplete Grade Form be used by faculty in all colleges and schools for assigning Incomplete Grades.**
   The attached template will be used.
   The Incomplete Grade Form will be hosted on the Enrollment Management website under Faculty Forms.
   Faculty will be responsible for tracking Incomplete Grades.

2. **Titles of existing courses in the data base cannot be used for new/revised courses, except for the following types of courses:**

3. **Texts and Bibliography**
   Curriculum Handbook instructions for CCG
   **Suggested text(s) –** Provide current suggested texts or recommended readings in **alphabetical order.**
   Similar texts are expected to be used in the actual course.
   **Texts should be current (published within the last ten years) unless they are classics in the discipline.**
   **Bibliography –** Provide a list of the literature, in **alphabetical order,** that forms a foundation for the ideas and/or skills to be taught in the course. The concise and selective bibliography indicates texts, papers and other resources that the students and the instructor will find particularly valuable in meeting the course outcomes.
   Suggested texts and bibliography should be presented in an acceptable style (e.g. APA, MLA, or Gregg).
   Be prepared to identify the style used.

4. A faculty member may sign no more than two signature lines on the CAR/PAR.
   Exceptions to this rule may be permissible with supporting documentation. CAR/PAR

5. **Clarification of Instructions for Box 13 on the CAR**
   Page 43 of the Curriculum Handbook.

**Box 13a. Impacted Courses or Programs**
List any programs/college requirements, courses or current catalog copy impacted by this change. This includes the initiating department. Clearly indicate whether the program or course requires the course or uses it as a program selective* or as a prerequisite. The department initiating the proposal is also responsible for coordinating with each impacted program chair/coordinator. In order to find programs that use this course, use the .pdf file provided on the Office of the Registrar’s website (www.uaa.alaska.edu/records/catalogs/catalogs.cfm) to search for the course prefix and number in the current catalog. If the program(s) of the initiating department is impacted, catalog copy with track changes must be provided by the initiating department. Current catalog copy in Word is available on the Governance website. If three or less programs outside the initiating department are impacted, please complete the table in Box 13a. If more than three outside the initiating department are impacted, a coordination spreadsheet is required listing the impacted program/course, the specific impact (e.g. program requirement, selective, credits required, prerequisite, corequisite, registration restriction), current catalog copy page, type/date of coordination, and the name of the department chair/coordinator contacted. The format for the spreadsheet can be found on the Governance website at www.uaa.alaska.edu/governance/coordination/index.cfm.

* Program Selective - A credit course within a group of courses from which a student is required to select.
   A501-A599 level (professional development) courses may not be stacked with AC001-
   AC049 CEU (continuing education unit) courses.

Informational Items

   Header in the catalog will read: Honors in “discipline”, e.g. Honors in English.

2. PAR: In Box 3, change “Specialty” to “Other”.
   This will allow catalog copy changes to use the PAR.

3. Minor changes to Curriculum:
   (i) If a course title change is proposed by the prefix (initiating) department, and
       approved through the regular curriculum process, then the course title will be
       automatically changed wherever the course title appears in the catalog.
       The initiating department is required to coordinate with all impacted departments,
       using Box 13a of the CAR, and an additional spreadsheet, if necessary.
       e.g. ENGL A450 required in English for Speakers of Other Languages
           (ESOL) 7-12 Concentration (Graduate program in COE).

   (ii) If prerequisites within the prefix department are changed in 050-499 courses,
        the initiating department must complete a CAR to be approved through the
        regular curriculum process. No Course Content Guide will be required so long as
        the course has been updated within the past 4 years.
        The initiating department is required to coordinate with all impacted departments.
        The impacted departments must be listed in Box 13a of the CAR, with an
        additional spreadsheet, if necessary.

   (iii) Changes in program catalog copy introduction.
University of Alaska Anchorage
INCOMPLETE GRADE CONTRACT

An Incomplete grade (I) is assigned only at the discretion of the instructor. It is used to indicate that a student has made satisfactory progress in the majority of the coursework in a course but, for unavoidable absences or other conditions beyond the control of the student, has not been able to complete the course. Students assigned an Incomplete grade are not entitled to complete the remaining coursework within the classroom/lab, or to any additional instruction, nor may they participate in the class/lab during a future semester without re-registering, paying tuition, and retaking the course.

An Incomplete Grade Contract form between the student and the faculty member stipulating the assignment(s) required to finish the course and the timeframe for submission is required and should be filed with the department or dean’s office when an Incomplete grade is assigned. Coursework must be completed by the date specified in the contract, not to exceed one year. Upon completion of the required coursework, the faculty member must submit a Change of Grade form to the Office of the Registrar. If coursework is not completed by the contract deadline and the faculty member does not submit a Change of Grade form at that time, the Incomplete will become a permanent grade. The student has until the last day of class of the first full semester following the end of the contract to resolve any grading discrepancies.

Student Name_________________________________________________________________________________

_____________________________________________________________________________________________

_____________________________________________  ________________________

Type or print faculty name       Faculty Signature       Date

I, the student, acknowledge receipt of an Incomplete grade for the above course and understand what is required for course completion.

_____________________________________________  ________________________

Student Signature       Date

If the student is not available to sign the form, include documentation that the student has received notification of the Incomplete grade, and the requirements for course completion.
Committee Co-Chairs: M. Angela Dirks and Dave Fitzgerald

Meeting Date: Friday, February 19, 2010 in Lucy Cuddy Hall

Committee Members Present:
✓ Angela Dirks, co-chair  ✓ Amy Green  ✓ Bruno Kappes
✓ Dave Fitzgerald, co-chair  ✓ Gail Johnston  ✓ Ed McLain
✓ Nalinaksha Bhattacharyya  ✓ Christine Gehrett  ✓ Carrie King
✓ Mariano Gonzales

Report:

1. Regular meeting was replaced by Distance Education Faculty Forum held on Friday, February 19, from 11:30 to 1:30 PM at the Lucy Cuddy Hall. There were approximately 58 participants, primarily faculty members. Provost Driscoll, CIO/Vice Provost Rich Whitney, and many of the Faculty Senate Leadership also attended.

   Lunch was followed by facilitated discussion tables with assigned topics that included; “Training”, “Innovation Sharing and Collaboration”, “Infrastructure and Technology”, and “Open Topics”. Notes were taken at each table, and from these notes, a report will be presented at the April Faculty Senate meeting. Surveys and certificates of attendance will be mailed to all participants.

   Feedback received thus far has been very positive and encouraging. Faculty members welcomed an opportunity to come together to share and listen from colleagues on the topic of distance education.

2. ACDLITC’s co-chair, Dave Fitzgerald is in the process of drafting recommendations to the IT Disruption Report to present to Provost Driscoll. Provost Driscoll invited ACDLITC to submit comments to be included in this discussion with other stakeholder groups from UAA.

Next ACDLITC meeting will be held on March 19 at 2:00 PM, in RH 303.
Committee Members: Mark Fitch, Jodee Kawasaki, Sam Thiru, Brian Wick

1. Facilities questions
   a. BPFA sent a list of questions to Facilities in February, but some of the answers are still pending. We expect to report on these in the April report.
   b. A meeting with scheduling to discuss some of the questions is also set for the March BPFA meeting.

2. PBAC.
   a. PBAC is tracking the current budget discussion in the House and Senate.
   b. The guidelines for the budget request were distributed and there was lengthy discussion about them. These guidelines are the ones used by units requesting increased or new funding from UAA administration. Budget requests are due in by April 22, 2010 for FY11 operating budget review process. Budget presentations to PBAC will be made on April 29 & 30. These guidelines were distributed to the Vice Chancellors, Deans, and Community Campus Directors on Feb. 24.

3. Facilities Subcommittee of PBAC.
   a. The operating budget for 2010-11 is looking less promising. The House is trying to reduce the increment. The budget would still be growth from the current year, but not in an amount that covers all fixed costs.
   b. The regents are considering facilities master plans for the community campuses. They were appreciative of the results while nevertheless discussing a few details.
   c. Facilities will soon begin a hire process to replace the safety position.
### FACULTY SENATE DIVERSITY COMMITTEE REPORT FOR JANUARY 15, 2010

| Consultants and Representatives | Present: Marva Watson, Director, Campus Diversity & Compliance Office |

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<td>Carlos Alsua, School of Management</td>
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<td>Beverly Barker, Chemistry</td>
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<td>Patricia Fagan, Languages, 2nd Co-Chair</td>
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<td>Yong Cao, Business</td>
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<td>Nancy Furlow, Director of Alaska Native Studies</td>
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<td>Robert Crosman, English</td>
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<td>Hiroko Harada, Languages</td>
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<td>Mary Weiss, Bethel Campus</td>
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*E=Excused  *SB=Sabbatical

I. Review of Agenda for January 15, 2010. Approved: No changes were suggested or revisions made. Complete and current FSDC membership list distributed on hard copy.

II. Review of Meeting Minutes for December 4, 2009: unanimously approved.

III. Introduction of two new committee members present: Hiroko Harada and Mary Weiss (via telephone conference call).

IV. Presentation by John Bhend, Senior Consultant, Human Resources: “Employment of Foreign Nationals at UAA.” John exhibited a new website, one of the latest resources developed on campus and a wealth of information for current and potential foreign national faculty members at UAA. [http://www.uaa.alaska.edu/foreignnationalemployment/](http://www.uaa.alaska.edu/foreignnationalemployment/) In addition, details regarding the International Faculty & Staff Services Handbook were introduced. Upon Provost approval, this handbook will be available for distribution.
Contents include information concerning key issues such as housing, banking, and legal issues in the US.

V. Presentation by Kaela Parks, Director, Disability Support Services: “Strategic Plan for UAA Student Interns supporting Faculty in Universal Design of Curriculum.” Kaela presented her proposal for an innovative and effective plan in converting traditional formats of academic course content into a universal design accessible to all students. In this project, faculty members, via a short check-list, will self-identify as needing assistance in reformatting their current curriculum. A trained student-intern will then provide one-on-one consultation to realize the universal design conversion.

VI. Due to a lack of meeting time to complete the agenda, Marva Watson, Director, Office of Diversity and Compliance, rescheduled her presentation for the following FSDC meeting on February 19.

VII. It was decided that subcommittees would convene next on February 19 from 3:00-3:30 p.m. prior to the regularly scheduled FSDC meeting.

VIII. Review of Subcommittee Membership with AY 2009-10 unifying theme: INCLUSIVITY

- Committee for Indigenous Concerns:
  - Nancy Furlow, Convener
  - Jeanne Eder, Phyllis Fast, Beverly Barker, Rob Crosman, Susan Modlin

- Committee for Recruitment, Retention and Mentorship:
  - Sudarsan Rangarajan, Convener
  - Lilian Alessa, Songho Ha, Jim Powell, Jeanne Eder, Yong Cao, Marva Watson

- Committee for Promotion of Public Square:
  - Gabe Garcia, Convener
  - Natasa Masanovic, Herminia Din, Sean Licka, Susan Modlin, Marva Watson

- Committee for Academic Support: Alaska Native Studies Program
  - Nancy Furlow, Convenor
  - Natasa Masanovic, Patricia Fagan, Rena Spieker, Mary Weiss

- Additional Volunteer Committee—STEM:
  - Beverly Barker, Convener
  - Robert Boeckmann, Patricia Fagan, Natasa Masanovic, Robert Crosman, Carlos Alsua

IX. Meeting adjourned at 4:35 p.m.

X. Next meeting scheduled for February 19, 2010.

Respectfully submitted by Patricia Fagan (substituting for Jeanne Eder).
LIBRARY ADVISORY COMMITTEE (LAC) REPORT TO UAA FACULTY SENATE
FEBRUARY 2010

• ATTENDANCE. Alberta Harder, Carl Hild, Carole Lund, Daria Carle, E J David, Elizabeth James, Gabe Garcia, Garry Kaulitz, Kirk Scott, Leanne Davis, Sally Bremner (UAA Co-chair), Sean Licka, Steve Godfrey, Steve Rollins. E J David (Psychology) is substituting for Robert Boeckmann this semester. Guest attendance by Dr. Robert White, Vice Provost for Research and Graduate Studies.

• SUBCOMMITTEES REPORT OUT
LIBRARY AS PLACE (LP):
-- Met with library staff for last revisions of floor maps. Luke Weld, IT Services, is making the changes. Steve has estimates for the frames, with a good discount if complete order is submitted.
-- Order for Chairs and study carrels is under review with supplier to select compatible styles and colors.
-- 2010-11 Arc Gallery schedule of exhibitions is being drawn up. There are still some openings.

LIBRARY RESOURCES (LR):
-- Working with Cody Chipp of Graduate Students’ Association to recruit graduate students for focus groups. A focus group at APU is also planned.
-- Becky is drafting a letter to the Chancellor and Provost about the library’s need for increased base funding.
-- Steve Rollins had a call from Advancement regarding the library emphasis in the community campaign.

LIBRARY SERVICES (LS)
-- Still working on increasing the library’s publicity. Forty full-text 24/7 brochures were distributed at a recent workshop for students interested in research; some faculty members have posted this on Blackboard.
-- Would like to post regular alerts on Green and Gold. Since Kristi Powell gathers library news to post on the library website, she could be involved. Gabe is interested in trying a pilot Facebook page. Steve Rollins said that Coral Hess, the new Web librarian has the most expertise, and should be approached. Carl asked about the credibility of Facebook as a library resource, but the goal would be library promotion not research. Sean suggested Channel 9 (UAA’s TV station) and also KRUA.
-- The Faculty Senate has plagiarism back on their agenda for today. It is hoped they will strike an Ad Hoc Committee to evaluate Don Mohr’s report and recommendations. RS would like to find a new home for the AHI pages, to provide more content and relevant expertise. Leanne shared that during Claudia Lampman’s presentation on her research on incivility among students across the country faculty revealed that plagiarism is a problem that few know how to deal with. Most are unaware that SafeAssign could be available for use.

• DR. WHITE ON THE LIBRARY AND ITS NEEDS. Dr. White noted that publishing is changing fast; he expects fewer people visit the library as the literature goes online. He wonders how library use can be measured now. Steve said downloads of journal articles from databases are counted, but at UAA, book checkouts and visits to the library have doubled since 2004. Dr. White said publishers discourage authors using references before 1970-1980 as these are not online. Originators are being downplayed, while articles and reference lists are being shortened. He was aware the library is seeking more funding for materials, but pointed out that it is currently receiving 4.7% of the research grant overhead. The rest is under heavy demand, and is not a substantial sum. He asked about planned expenditure on electronic journals; Steve said this is now 60% of the materials budget. It was estimated that $200,000 should be spend annually on materials to support the new Ph.D. in Clinical Psychology. This was reduced and it’s been a struggle to keep up with the ongoing database and journal needs. White asked what the library would purchase with $50-60,000 more. Steve said more engineering resources are needed, and Science Librarian Daria Carle said the library would give priority to packages that UAF has. Steve noted that certain UAF groups have access to UAA electronic resources in health, but it is currently very limited (i.e. UAF personnel who are part of distributed UAA) programs. Sean would like to see Arts and Humanities resources augmented, not just the sciences. Dr. White asked about interlibrary loan. Steve said this is very good now, but it is better for faculty and students to have direct access. He added the Elsevier journals collection is one of the best deals the library has – allowing users access to thousands of journal not owned. Dr. White suggested faculty might donate books. Some do.

• NEXT MEETING: March 5th, 2010 in CL 302A, 11:30 am – 12:45 pm.

Submitted by: Sally Bremner, UAA Co-Chair and Carl Hild, APU Co-Chair, 2010-02-22
Persons in attendance:
Paola Banchero, Connie Fuess, Shannon Gramse, Alberta Harder, Tracy Leithauser, John Olofsson, Galina Peck

Absent:  Michael Buckland, Trish Jenkins, Linda Morgan, Kamal Narang, Karen Parrish, Rieken Venema, Erika Veth

Item 1
Approval of Minutes from January Meeting

The minutes from the meeting on January 22, 2010, were distributed and approved.

Item 2
Update and Discussion of SASS Goal #2

Tracy Leithauser provided an update of the upcoming transition from the current UAA username to a new UA username for students. Tracy attended a meeting led by Rich Whitney for further planning of the transition of student usernames during Spring Break. For the March SASS meeting, Tracy will also provide the committee with a draft report of findings and possible recommendations regarding Goal #2: Learn how new students are informed about their UAA online access and resources and suggest ways to provide more assistance accessing online resources such as Blackboard and accessing course prerequisite information before registering for classes.

Item 2
Update and Discussion of SASS Goal #2

Shannon Gramse led the discussion of draft findings and recommendations regarding Goal #1: Research the mission, functions, and best practices of the Learning Resource Center in order to meet students’ academic needs. Committee members were asked to provide feedback on these draft findings and recommendations to either Shannon or Alberta before the March meeting.

Item 4
Remaining AY 09-10 SASS Meetings

- March 26
- April 23

The meeting was adjourned at 4:00 p.m.
Next Meeting: Friday, March 26, 2010, 2:30-4:00 GHH CAFÉ room
Date: February 20, 2010
To: UAA Faculty Senate
From: Faculty Senate Executive Committee
Subj: Proposed changes to the UAA Faculty Senate Constitution and Bylaws

The rules on Amendments to the Constitution are in Article IX of the Constitution. Amendments require two readings at the Faculty Senate, and a vote of the faculty as a whole.

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 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.

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.


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.

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.


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 June1. 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.

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.
UAA Assembly

Request for Live Distance Testimony at Board of Regents Meetings

SPONSORED BY: University Assembly (representing students, faculty, and staff at UAA)

WRITTEN BY: Peter Finn

DATE: November 12, 2009

WHEREAS: The ability to testify at meetings of the board is essential for students, staff, and faculty to voice their legitimate concerns; and,

WHEREAS: The Board of Regents currently does not accept live testimony unless it is given in person; and,

WHEREAS: It is impossible for the board to visit every campus in a single year; and,

WHEREAS: Live testimony is far more effective than written or recorded testimony; and,

WHEREAS: It is inefficient and expensive for students, faculty, and staff to travel to board meetings in order to provide live testimony; and,

WHEREAS: Most small campuses cannot afford to send representatives to testify on critical issues; and,

WHEREAS: The board has the right and ability to accept live distance testimony at all of its regular meetings; and,

WHEREAS: The technology for live distance testimony is common and reasonably accessible at every campus; and,

WHEREAS: Students, staff and faculty have all expressed a strong desire to see the board accept live distance testimony at its regularly scheduled meetings.

THEREFORE BE IT HEREBY RESOLVED
That the University of Alaska Anchorage Assembly requests that the Board of Regents adopt a policy of accepting live testimony from students, staff and faculty who cannot be physically present at meetings.

THEREFORE BE IT HEREBY FURTHER RESOLVED
That a copy of this resolution be forwarded to the University of Alaska Board of Regents, Coalition of Student Leaders, Faculty Alliance, Staff Alliance, and System Governance Council.

______________________________  ____________________
Chair                          Date
Accreditation Status Update for UAA Governance Groups, March 2010

Preparations for March 17th Report Deadline

The Year 5 Report (including chapters on Planning and Implementation and Effectiveness and Improvement, with updates to previous submissions) is nearing completion for the March 17th deadline.

Relevant sections of the report will be sent back to the Core Theme Evaluation Teams with specific questions by the end of the week of March 1st. The Chancellor’s Cabinet and Accreditation Steering Committee will review the near-final draft of the March accreditation report during the week of March 8th. When this draft is shared with the Cabinet, it will also be shared with the Governance Leaders and members of Faculty Senate E-Board.

When the final draft is submitted to the NWCCU, it will also be posted on the Accreditation 2010 website here: http://www.uaa.alaska.edu/accreditation/2010.cfm.

Once again we’d like to thank all of the faculty and staff who have contributed to the report currently in progress, along with all the previous ones. In particular, we would like to thank the contributors to the core theme evaluation process.

NWCCU Accreditation Workshops

Last month, the NWCCU held workshops for member institutions on how to prepare reports under the new standards and process. Members of UAA’s Accreditation Leadership Team had the opportunity to present and facilitate at these workshops, and to meet with the other pilot institutions to talk about our progress on the report due later this month. It was good to hear that we are moving along similar paths and timelines.

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<th>Timeline for Reports &amp; Other Milestones</th>
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<td>3/1/09</td>
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<td>6/15/09</td>
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<td>9/30/09 - 10/2/09</td>
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<td>3/17/10* (Revised deadline)</td>
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<td>10/4/10 - 10/6/10</td>
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UAA ADVISORY COUNCIL
FOR ENHANCING STUDENT SUCCESS (ACCESS)

Report to UAA Senate
March 5, 2010

The Council meets every other month and has continued to focus on First Year Students (definition still in progress). Several members of ACCESS have been involved in the evaluation of accreditation data on Core Theme 3, Student Success, and the entire council has been asked to provide feedback on the resulting report.

Work in progress (carried out by five work groups, to be completed by the end of the academic year)

- Developing a First Year Charter document
- Establishing the UAA Placement Advisory Council which includes community campuses
- Reviewing and proposing standards for first-year advising
- Developing a faculty intensive to address high attrition in key areas (Math and Biology selected for this year)
- Rewriting GUID 150 to better address the needs of first year students
- Reformatting and updating the Student Success Inventory

For more details, please contact Bogdan Hoanca (FS representative on the ACCESS) or directly Trish Grega or Evelyn Davidson, co-chairs of ACCESS

Website: http://www.ualaska.edu/studentsuccess/
UNIVERSITY ADVANCEMENT FACULTY SENATE REPORT- March 2010

Development
Estate Planning Workshop
On Monday, March 29, from 4:30-6:30 p.m. the University of Alaska Foundation will host an estate planning workshop entitled *Update Your Estate and Financial Plans for the Recent Tax Changes*, by national estate and planned giving expert Marc Carmichael, JD. This seminar will help individuals understand the estate planning process and the importance of constructing an estate plan that fits the needs of you and your family.

*Who Should Attend:* Individuals who are creating their will for the first time or who are updating their existing wills or trusts, those who are seeking tax-wise ways to plan their estates, those who are considering leaving UAA in their will.

The seminar will be presented on Monday, March 29, 2010 at the University of Alaska Anchorage Campus Commons, Room 106, from 4:30 to 6:30 p.m. A light supper will be served. Please call (toll free) 1 (888) 907 4823 or e-mail sdfnd@alaska.edu by March 22, 2010 to reserve a place at the seminar.

Annual Scholarship Breakfast
University Advancement will be hosting the annual Scholarship Breakfast on April 9. This breakfast is meant to underscore the meaningful impact a scholarship can have on a student’s life and is held to thank scholarship donors and honor recipients.

Excellence in Geomatics and Geospatial Studies Scholarship
An individual donor has just contributed $10,000 to open up a new scholarship students for Geomatics students. The scholarship is entitled Excellence in Geomatics and Geospatial Studies Scholarship.

University Relations
25th Annual Educational Advertising Awards
Good news to share! UAA’s TV spots won gold and silver in the 25th Annual Educational Advertising Awards through Higher Ed Marketing. Here’s the link to the Web site: http://www.hmrpublicationsgroup.com/Higher_Ed_Marketing_Report/hemr_awards_competition.html

University of Alaska Anchorage – Gold
Television Series
The Nerland Agency
Community Talks Up (Our newest series with community folks)

University of Alaska Anchorage – Silver
Television Single Spot
The Nerland Agency
There's No Telling How Far We Can Go (Fran spot)

Office of Alumni Relations/Alumni Association

The Alumni Relations office partnered with Athletics in support of the UAF Governor’s Cup Freeze-Out games. A first-time ‘Alumni T-shirt and ticket’ discount package was available to all alumni. Records show 29 alumni ticket packages were sold and the special edition ‘Beat the Nook’ T-shirts sold out.
The Alumni Association Board of Directors announces the winners of the 2010 Alumni Awards. The Association applauds the efforts of all the winners, nominees and those who took the time to submit nominations. Special thanks is given to the Office of Alumni Relations, Bovey trophy and the voting members of the association board committee for their work to honor these dedicated alumni and faculty members. Each award winner will be honored this Friday, March 5th at a special luncheon in their honor hosted by the association.

Alumna of the Year
Elizabeth Gallo Skladal, MEd, ‘76

Community Service Award
Wayne Mitchell, AA, ‘98
Event Facilitator and Technician, Williamson Auditorium

Distinguished Teaching Award
Garry C. Kaulitz, Professor of Printmaking, Department of Art
Patricia Fagan, Ph.D, Assistant Professor of Spanish,

The Office of Alumni Relations, in partnership with the association, was able to host a Portland-area alumni networking event on Friday, March 19th. A group of UAA alumni living in the Portland area gathered at The Benson Hotel to network engage and chat about their fond memories on campus in Alaska. Past association president, Bob Hagmaier was able to attend and host along with Sr. Director Julia Martinez. UAA Portland area alums plan to stay engaged through the volunteer help of the association.

Annual Giving
The generosity of our UAA alumni continues to amaze us. The Annual Giving team often receives notes of appreciation and encouragement on why they choose to give back. Here are a few quotes from a recent donor survey to alumni who give:

“I believe in public education and believe that the US is a world leader primarily because of our university system. UAA has provided me personally with great educational opportunities.”

“I got an excellent education and was well prepared to be in the classroom when I finished my B Ed. degree.”

“It is an important part of my life, and I believe in the power of education.”

“Graduating at UAA provided me the skill set to succeed and for that I give a little back, plus, work doubles the amount. I have one of my kids at UAA now and after all the kids are completed with school, I hope to continue either with more education or more donations.”

“UAA gave me many experiences as a young person and prepared me for my future. I am fortunate to have had great success from those experiences. I still receive support through UAA and the many connections I made while I attended.”

The student Phonathon program has implemented a new state-of-the-art software calling system which will increase the effectiveness and efficiency of the fundraising program. Results are on track to maintain giving levels during this transition achieve $100,000 in giving this fiscal year.