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A G E N D A

UAF FACULTY SENATE MEETING #189
Monday, March 4, 2013
1:00 p.m. – 3:00 p.m.
109 Butrovich – Board of Regents Conference Room

1:00 I Call to Order – Jennifer Reynolds 4 Min.
A. Roll Call
B. Approval of Minutes to Meeting #188
C. Adoption of Agenda

1:04 II Status of Chancellor's Office Actions 1 Min.
A. Motions Approved:
1. Motion to require the student transcript to distinguish between Master's with thesis and Master's with project
2. Motion to require graduate student enrollment in credits within discipline during semester of thesis defense and semester of graduation
3. Motion to approve a new minor in Military Security Studies
4. Motion to amend transfer credit policy
5. Motion to amend the credit by exam policy

ATTACHMENT 189/1
UAF Faculty Senate 189, March 4, 2013

Discontinuation of this program will have little effect on other programs, personnel, students, or budget. The department will be freed from administrative requirements of student learning outcomes assessment and program review. The vacant faculty position can be refilled to focus on other department needs. There are currently no students enrolled in this program, and admissions have been suspended pending Faculty Senate action. Therefore, the program can be discontinued immediately and does not require a teach out period.

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ATTACHMENT 189/4
UAF Faculty Senate 189, March 4, 2013
Submitted by the Unit Criteria Committee

MOTION:

The UAF Faculty Senate moves to approve the Library Science Unit Criteria

EFFECTIVE: Fall 2013

RATIONALE: The committee assessed the unit criteria submitted for review by Library Science. With some minor revisions, the unit criteria were found to be consistent with UAF guidelines.

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UAF REGULATIONS FOR THE APPOINTMENT AND EVALUATION OF FACULTY AND **LIBRARY SCIENCE** UNIT CRITERIA STANDARDS AND INDICES

JANUARY 2013

THE FOLLOWING IS AN ADAPTATION OF UAF AND BOARD OF REGENTS' CRITERIA FOR ANNUAL REVIEW, PRE-TENURE REVIEW, POST-TENURE REVIEW, PROMOTION AND TENURE SPECIFICALLY DEVELOPED FOR USE IN EVALUATING **LIBRARY SCIENCE** FACULTY. ITEMS IN BOLDFACE ARE THOSE SPECIFICALLY ADDED OR EMPHASIZED BECAUSE OF THEIR RELEVANCE TO THE DEPARTMENT'S FACULTY, AND BECAUSE THEY ARE ADDITIONS TO UAF REGULATIONS.

CHAPTER I

Purview

The University of Alaska Fairbanks document, "Faculty Appointment and Evaluation Policies," supplements the Board of Regents (BOR) policies and describes the purpose, conditions, eligibility, and other specifications relating to the evaluation of faculty at the University of Alaska Fairbanks (UAF). Contained herein are regulations and procedures to guide the evaluation processes and to identify the bodies of review appropriate for the university.

The university, through the UAF Faculty Senate, may change or amend these regulations and procedures from time to time and will provide adequate notice in making changes and amendments.

These regulations shall apply to all of the units within the University of Alaska Fairbanks, except in so far as extant collective bargaining agreements apply otherwise.

The provost is responsible for coordination and implementation of matters relating to procedures stated herein.

CHAPTER III

Periodic Evaluation of Faculty

A. General Criteria

Criteria as outlined in "UAF Faculty Appointment and Evaluation Policies," Chapter IV, **AND LIBRARY SCIENCE UNIT CRITERIA AND INDICES**, evaluators may consider, but shall not be limited to, whichever of the following are appropriate to the faculty member's professional obligation: mastery of subject matter; effectiveness in teaching; achievement in research, scholarly, and creative activity; effectiveness of public service; effectiveness of university service; demonstration of professional development and quality of total contribution to the university.

For purposes of evaluation at UAF, the total contribution to the university and activity in the areas outlined above will be defined by relevant activity and demonstrated competence from the following areas: 1) effectiveness in teaching; 2) achievement in scholarly activity; and 3) effectiveness of service.

Bipartite Faculty

TEACHING CRITERIA FOR PROMOTION TO THE RANK OF FULL PROFESSOR MAY INCLUDE, BUT ARE NOT LIMITED TO:

1. **DEVELOPMENT AND/OR ADAPTATION OF NEW METHODS AND APPROACHES IN THE DISCIPLINE;**

2. **RECEIPT OF UNIVERSITY, STATE OR NATIONAL AWARDS;**

3. **STUDENT/ OTHER AUDIENCE REVIEWS AND TEACHING EVALUATIONS THAT ARE CONSISTENTLY ABOVE AVERAGE;**

4. **INVITED TEACHING.**

C. Criteria for Research, Scholarly, and Creative Activity

Inquiry and originality are central functions of a land grant/sea grant/space grant university and all faculty with a research component in their assignment must remain active as scholars. Consequently, faculty are expected to conduct research or engage in other scholarly or creative pursuits that are appropriate to the mission of their unit, and equally important, results of their work must be disseminated through media appropriate to their discipline. Furthermore, it is important to emphasize the distinction between routine production and creative excellence as evaluated by an individual's peers at the University of Alaska and elsewhere.

RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITY ARE A SMALL PORTION OF THE NORMAL LIBRARY SCIENCE FACULTY WORKLOAD, USUALLY FROM A BASE OF ABOUT 1-2 UNITS PER YEAR.

LIBRARY SCIENCE RESEARCH MAY INCLUDE SCHOLARSHIP OF DISCOVERY AND INTEGRATION INVOLVING THE DEVELOPMENT, EVALUATION AND INCORPORATION OF NEW IDEAS INTO EXISTING SYSTEMS OF KNOWLEDGE; SCHOLARSHIP OF INSTRUCTIONAL THEORY, METHODOLOGIES AND RESULTS; SCHOLARSHIP OF APPLICATION ESPECIALLY ADDRESSING SPECIFIC LIBRARY, ARCHIVAL OR CURATORIAL PRACTICES AND THEIR RESULTS.

1. Achievement in Research, Scholarly and Creative Activity

Whatever the contribution, research, scholarly or creative activities must have one or more of the following characteristics:

a. They must occur in a public forum.

b. They must be evaluated by appropriate peers.

c. They must be evaluated by peers external to this institution so as to allow an objective judgment.

d. They must be judged to make a contribution.

2. Components of Research, Scholarly and Creative Activity
   Evidence of excellence in research, scholarly, and creative activity may be demonstrated through, but not limited to:

   a. Books, reviews, monographs, bulletins, articles, proceedings, **CASE STUDIES, TRANSLATIONS, BOOK CHAPTERS, ANNOTATED BIBLIOGRAPHIES,**

INSTITUTIONAL COOPERATIVE PURCHASES, AND ESTABLISHMENT OF LONG-TERM CONSORTIAL AGREEMENTS.

MANAGEMENT OR ADMINISTRATIVE ACTIVITIES:
RESPONSIBILITIES MAY INCLUDE: BUDGETING; SUPERVISING AND EVALUATING STAFF; STRATEGIC AND OTHER LONG-TERM PLANNING; DEVELOPMENT OF POLICIES AND PROCEDURES; DATA ANALYSIS, AND REPORT WRITING RELATED TO THE FUNCTIONING OF THE LIBRARY.

INFORMATION TECHNOLOGY:
INFORMATION TECHNOLOGY INVOLVES ASSESSMENT AND IMPLEMENTATION OF CURRENT TECHNOLOGIES PERTAINING TO THE LIBRARY'S INFRASTRUCTURE AND OPERATIONS. THIS INCLUDES THE PLANNING, CREATION, INSTALLATION AND MAINTENANCE OF SOFTWARE SYSTEMS; DESIGN OF WEBSITE ARCHITECTURE; AND DEVELOPMENT OF OPERATIONAL POLICIES.

ARCHIVES:
ARCHIVAL ACTIVITIES INVOLVE THE PROVISION OF PUBLIC ACCESS AND RESEARCH SERVICES TO HISTORICAL COLLECTIONS OF PAPERS, PHOTOGRAPHS, MANUSCRIPTS AND OTHER UNIQUE AND UNPUBLISHED MATERIALS. INCLUDED ARE THE ESTABLISHMENT OF DONOR RELATIONSHIPS; GRANT ADMINISTRATION AND OTHER FUNDING OPPORTUNITIES THAT EXTEND NORMAL LIBRARY BUDGETING; APPRAISAL OF COLLECTIONS TO DETERMINE ADMINISTRATIVE OR HISTORICAL VALUE; ARRANGEMENT AND DESCRIPTION OF COLLECTIONS; PRESERVATION OF FRAGILE MATERIALS AND/OR OBSOLETE MEDIA; DEVELOPMENT OF OUTREACH PROGRAMS, AND THE ORGANIZATION AND PRESERVATION OF DIGITAL DATA.

CURATION:

CURATION AT THE UAF LIBRARY TYPICALLY INVOLVES THE MANAGEMENT AND DEVELOPMENT OF A FORMALLY RECOGNIZED COLLECTION THAT SERVES STUDENTS AND RESEARCHERS AT UNIVERSITY, STATE, NATIONAL AND INTERNATIONAL LEVELS.
EXAMPLES OF CURATORIAL ACTIVITIES INCLUDE, BUT ARE NOT LIMITED TO:

i. MAINTAINING, ENHANCING AND ENLARGING THE COLLECTION (INCLUDES COMPUTERIZATION AND DATABASE DEVELOPMENT; ARCHIVAL UPGRADES; CONSERVATION AND IDENTIFICATION, AND ADDING OBJECTS TO THE EXISTING COLLECTION);

ii. INTERACTING WITH STATE AND FEDERAL AGENCIES AND WITH THE PUBLIC ON COLLECTIONS-RELATED ISSUES;

iii. PROMOTING USE OF THE COLLECTIONS THROUGH LOANS, EXCHANGES, AND VISITING RESEARCH ACTIVITIES;

iv. DIRECTING COLLECTIONS MANAGERS, STUDENT EMPLOYEES, AND VOLUNTEERS;

v. CREATING EXHIBITS AND EDUCATIONAL ACTIVITIES AND MATERIALS APPROPRIATE TO THE COLLECTION;

vi. PURSUING FUNDING FOR COLLECTIONS GROWTH AND MAINTENANCE;

vii. PRODUCING CURATORIAL OR COLLECTIONS-RELATED PUBLICATIONS, REPORTS, AND/OR MANUALS.

ATTACHMENT 189/5
UAF Faculty Senate 189, March 4, 2013

ATTACHMENT 189/6
UAF Faculty Senate 189, March 4, 2013
Submitted by the Curricular Affairs Committee

MOTION:

The UAF Faculty Senate moves to amend grading policy concerning the grade of C, such that C- (1.7) shall be the minimum acceptable grade that baccalaureate students may receive for courses to count

ATTACHMENT 189/7
UAF Faculty Senate 189, March 4, 2013
Submitted by the Faculty Affairs Committee

MOTION:

The UAF Faculty Senate moves to revise the Grade Appeals Policy of the University

semester **OR WINTERMESTER**) or within 5 days of receipt of notification of the process by the dean/director of the college or school in which the course was offered.

…

5.

ATTACHMENT 189/8
UAF Faculty Senate 189, March 4, 2013
Submitted by the Faculty Affairs Committee

MOTION:

The UAF Faculty Senate moves to revise the Faculty Senate Bylaws of the University of Alaska Fairbanks, Sect. 1, Article III: Membership, Sections C and D. This revision adds a statement specifying that elections are held in the spring. It also adds a subsection allowing a special election to be held if, and only if, a senator cannot complete his/her term and no alternate is available to represent the affected unit.

EFFECTIVE: Immediately.

RATIONALE: The bylaws currently do not state when elections are to be held – only when terms begin. There is also no bylaw regulating situations where no alternate is available to replace a senator who can no longer serve.

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BOLD CAPS = Addition
[[ ]] = Deletion

Senate Bylaws:

Sect. 1 (ART III: Membership)

C. Election Procedure

1. Election shall be conducted by the represented units, or by the Senate office for any conglomerate groups to provide representatives to the Senate according to Article III of the Senate Constitution. Elections **ARE TO BE HELD DURING THE SPRING SEMESTER** and election procedures are the responsibility of the units, subject to the following:

D. Vacancies

1. In the case of death, resignation, transfer, or other reason why an elected representative can no longer represent the unit, an alternate shall immediately become the representative. The president of the Senate will appoint a replacement from among the unit's elected alternates with the concurrence of the affected constituency and the consent of the Administrative Committee.

2. IF NO ALTERNATE IS AVAILABLE TO REPLACE THE DEPARTING SENATOR THE AFFECTED UNIT MAY HOLD A SPECIAL ELECTION TO REPLACE THAT SENATOR. THIS SPECIAL ELECTION MUST BE HELD WITHIN 30 DAYS OF THE LAST DAY THE DEPARTING SENATOR SERVED. ALL POLICIES AND PROCEDURES GOVERNING REGULAR SENATE ELECTIONS APPLY TO THESE SPECIAL ELECTIONS.

ATTACHMENT 189/9
UAF Faculty Senate 189, March 4, 2013
Submitted by the Curricular Affairs Committee

MOTION

The UAF Faculty Senate moves to change UAF Catalog descriptions of letter grades as indicated below.

EFFECTIVE: Fall 2013

RATIONALE: These revised descriptions of letter grades more closely match those found in University Regulation R10.04.090, Section C., "Grade Definitions." The changes eliminate use of the term 'average' in the descriptions and clarify under what circumstances 'D' is an acceptable grade.

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BOLD CAPS = Addition
[[ ]] = Deletion

Grading System and Grade Point Average Computation [as currently in the UAF Catalog**, page 48]**

…

Grades appearing on academic records are:
[[A An honor grade, indicates originality and independent work, a thorough mastery of the subject and the satisfactory completion of more work than is regularly required.**]]**
"A" (INCLUDING A+ AND A-) INDICATES A THOROUGH MASTERY OF COURSE CONTENT AND OUTSTANDING PERFORMANCE IN COMPLETION OF COURSE REQUIREMENTS.

[[B Indicates outstanding ability above the average level of performance.**]]**
"B" (INCLUDING B+ AND B-) INDICATES A HIGH LEVEL OF ACQUIRED KNOWLEDGE AND PERFORMANCE IN COMPLETION OF COURSE REQUIREMENTS.

[[C Indicates a satisfactory or average level of performance.**]]**
"C" (INCLUDING C+ AND C-) INDICATES A SATISFACTORY LEVEL OF ACQUIRED KNOWLEDGE AND PERFORMANCE IN COMPLETION OF COURSE REQUIREMENTS.

[[D The lowest passing grade, indicates work of below-average quality and performance.**]]**
"D" (INCLUDING D+ AND D-) INDICATES A MINIMAL LEVEL OF ACQUIRED KNOWLEDGE AND MINIMAL PERFORMANCE IN COMPLETION OF COURSE REQUIREMENTS. THIS GRADE IS ACCEPTABLE FOR ELECTIVE COURSES, BUT DOES

NOT SATISFY REQUIREMENTS FOR COURSES IN THE MAJOR, MINOR, CORE, OR R

ATTACHMENT 189/11
UAF Faculty Senate 189, March 4, 2013
Submitted by the Curricular Affairs Committee

Curric ular Affairs Committee

PRESENT: Rainer Newberry (Chair); David Henry; Carol Gering; Ken Abramowicz; Todd Radenbaugh (phone); Sarah Hardy (phone); Cindy Hardy (phone); Retchenda George-Bettisworth (phone); Karen Gustafson (phone).
Ex officio members present: Alex Fitts (phone); Libby Eddy (phone); Lillian Misel (phone).
Jayne Harvie also present (taking notes).
Absent: Diane McEachern; Doug Goering.

1. minutes of 14 Jan approved as amended

2. Report from J Rosenberg (GERC):
"GERC will not meet as a committee for the next two weeks. Instead the working groups will meet with the goal of having sets of recommendations for how to satisfy and assess the new learning outcomes. The working groups are: Civic Engagement Alaska/Arctic Intercultural/Diversity Writing/Oral Communication Quantitative skills

It was also determined at the last GERC meeting that course designators for each of these areas, while not impossible, are probably unnecessary. The goal of the working groups is define what characteristics/content courses should have to meet the objectives in each area and discuss how that could be assessed. The next step will be to get it all written up and take it to the faculty for feedback, firebombs and suggestions on specific courses."

3. Cindy Hardy agreed to serve as the CAC representative to GERC

4. OLD BUSINESS

A. Grades & how they're described in the catalog

After long and heated arguing…..

We agreed (a) to not mess with +/ - grades at this time

(b) to try an informal poll of faculty, dept heads & deans about making C - acceptable

B. Core class transferability issues --came up at inter -MAU meeting in Anch Jan 2013

Do we simply bite the bullet??? And accept that UAF doesn't REALLY have a core curriculum???
However, a version of this motion will come before the Fac Senate in a week:
"This senate supports the formation of a Faculty Alliance GE Learning Outcomes UA Coordination Subcommittee, to include equal representation from each MAU and to work on the general charge of identifying a common set of General Education learning outcomes to recommend to the faculty senates at each MAU in late 2013. "

We agreed to NOT OPPOSE this

Everyone ran off screaming..

ATTACHMENT 189/12

ATTACHMENT 189/14
UAF Faculty Senate 189, March 4, 2013
Submitted by the Committee on the Status of Women

Committee on the Status of Women, Minutes Friday, February 1, 2013
10:30-11:30 pm, Gruening 718

Members Present: Amy Barnsley, Kayt Sunwood, Mary Ehrlander, Diana Di Stefano, Jenny Liu,

6. Rational for a part-time faculty/ administrative position focusing on the issues of women faculty

This is postponed until next time.

Future meetings: February 22 and March 22/10:30-11:30/Gruening 718

Meeting was adjourned at 11:30 am

Respectfully Submitted, Amy Barnsley

These minutes are archived on the CSW website:

http://www.uaf.edu/uafgov/faculty-senate/committees/committee-on-the-status-o/