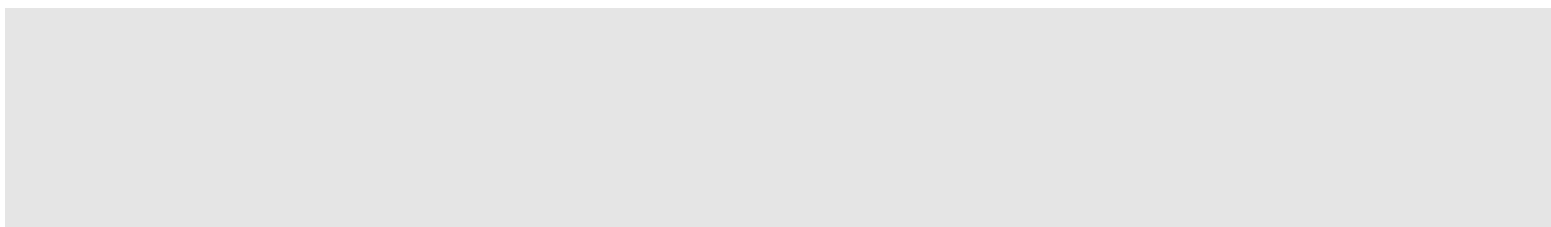


20122013

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UAF Faculty Senate







UAF GOVERNANCE

# Faculty Senate Office

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Prepared by:  
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# President's Memorandum

TO: UAF Faculty Senators and Members of the Standing and Permanent Committees  
FROM: Jennifer Reynolds, President, UAF Faculty Senate  
SUBJECT: 2012-2013 Faculty Senate

Welcome, everyone.

As members of the Faculty Senate and its committees we have the opportunity and responsibility to participate in shared governance of the university. The UAF Faculty Senate is the formal voice of the faculty.

Port Reynolds, Jennifer Reynolds, President, UAF Faculty Senate  
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# General Information

## Faculty Senate Meeting Calendar 2012-2013

Fall 2012 Semester				
Meeting #:	Date	Day	Time	Type
184	Sept. 10, 2012	Monday	1-3 PM	Audio Conference
185	Oct. 8, 2012	Monday	1-3 PM	Face to Face
186	Nov. 5, 2012	Monday	1-3 PM	Audio Conference
187	Dec. 3, 2012	Monday	1-3 PM	Audio Conference
Spring 2013 Semester				
188	Feb. 4, 2013	Monday	1-3 PM	Face to Face
189	Mar. 4, 2013	Monday	1-3 PM	Video/Audio Conference
190	Apr. 1, 2013	Monday	1-3 PM	Audio Conference
191	May 6, 2013	Monday	1-3 PM	Face to Face

### Meeting Location and Information

The meeting location for Faculty Senate meetings that are listed as audio conferences or face to face is typically the Wood Center Carol Brown Ballroom. Meetings that include video conferencing are scheduled upon availability rooms. Meeting location should be verified by checking the UAF Governance web site. Meetings begin at 1:00 PM and usually end about 3:00 PM. All meetings are audio conferenced and recorded. The free audio conference number is posted online at the Governance web site and included with each meeting agenda. <http://www.uaf.edu/uafgov/facultysenate/meetings/>

From time to time a location change is necessary on short notice. Please refer to the shown above for the official meeting location. All meetings are public and included on UAF's Public Events Calendar. <http://www.uaf.edu/calendars/events/>

## Faculty Senate Administrative Committee Meetings

Fall 2012 Semester	Time	Location
Wednesday, Sep 5, 2012	1-3 PM	408 LIB, Kayak Room
Friday Sept 28, 2012	1-3 PM	330 Signer's Hall CCR
Friday, Oct 26, 2012	1-3 PM	





Karen Jensen (4)  
Library Collection Development  
417A Rasmuson Library  
474-6695 kljensen@alaska.edu

Duff Johnston (13)  
English, Linguistics  
866 Gruening Building  
474-



2012-2013 Faculty Senate by College/School/Unit

President:  
Jennifer Reynolds  
SFOS

President-Elect:  
David Valentine  
SNRAS

College of Liberal Arts

Representatives	Alternates
Arts & Communication- Vince Cee (14)	Arts & Communication- Jun Watabe (13)
English & Humanities- Duff Johnston (13)	English & Humanities- Michael Edson (14)
Language & Culture- David Henry (13)	Language & Culture- Alla Grikurova (14)
Library Science- Karen Jensen (14)	Library Science- Kathy Arndt (13)
Social Sciences Cecile Lardon (13)	Social Sciences - Vacancy
Applied & Distance Program Retchenda George Bettisworth (13)	Applied & Distance Programs- Jon (Rob) Duke (14)
At large- John Heaton (13)	At large- Vacancy
At large- Karen Gustafson (13)	

College of Natural Sciences & Mathematics

Representatives	Alternates
Javier Fochesatto (14)	Falk Huettmann (14)
Donie BretHarte (13)	B



## 2012-2013 Faculty Senate Committees

### STANDING COMMITTEES (Faculty Senate members only)

#### Curricular Affairs

Ken Abramowicz, SOM (13)  
Retchenda George Bettisworth, CLA (13)  
Karen Gustafson, CLA (13)  
Cindy Hardy, CRCD (13)  
Sarah Hardy, SFOS (13)  
David Henry, CLA (13)  
Diane McEachern, CRCD (Kuskokwim) (13)  
Rainer Newberry, CNSM (14) Chair  
Todd Radenbaugh, CRCD (Bristol Bay) (13)  
Subcommittee  
General Education Revitalization Committee  
[www.uaf.edu/uafgov/faculty\\_senate/committees](http://www.uaf.edu/uafgov/faculty_senate/committees)

#### Faculty Affairs

Leif Albertson, CES (Kuskokwim) (14)  
Mike Davis, CRCD (Bristol Bay) (14)  
Chris Fallen, IARC (13)  
Duff Johnston, CLA (13)  
Julie L. Joly, SNRAS (13)  
Cecile Lardon, CLA (13) Chair  
Margaret Short, CNSM (13)

#### Unit Criteria

Vladimir Alexeev, IARC (13)  
Sukumar Bandopadhyay, CEM (13)  
Christina Cook, SoEd (14)  
Javier Fochesatto, SM (14)  
Karen Jensen, CLA (14) Chair  
Jun Watabe, CLA (13)  
Cathy Winfree, CRCD CTC (13)

### PERMANENT COMMITTEES (appointed by Faculty Senate)

Faculty Development, Assessment & Improvement  
Stephen Brown, CES (Palmer) (13)  
Izetta Chambers, SFOS (Bristol Bay) (14)

# Constitution and Bylaws

## Faculty Senate Constitution

CONSTITUTION  
of the  
UNIVERSITY OF ALASKA FAIRBANKS  
FACULTY SENATE

### Preamble

Under Board of Regents' Policy, the University of Alaska Fairbanks Faculty Senate is formed so that the faculty may carry out its professional responsibility as the legislative body of the University of Alaska Fairbanks in matters of

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Sect. 2 Faculty responsibilities include the formulation of policies and regulations guiding:

- A. Faculty appointment, reappointment, termination, development, evaluation and workload.
- B. Tenure
- C. Promotion
- D. Teaching
- E. Research/creative activities
- F. Advising
- G. Service
- H. Sabbatical leave
- I. Honorary degree candidates
- J. Scholastic standards
  - 1. Degree requirements
  - 2. Curriculum review
  - 3. Admission standards
  - 4. Grading policy
  - 5. Academic probation
  - 6. Academic suspension OR Researresearesear.0rsioDegAcc suspension

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- Sect. 2 Voting members of the Senate must either hold academic rank with full continuing appointment at the University of Alaska Fairbanks or hold special academic rank with title preceded by "research" or "term".
- Sect. 3 Senate members shall be elected from and by the faculty of their respective units, as set forth in the bylaws, to two-year terms which shall be staggered to ensure continuity.
- Sect. 4 The terms of newly elected and appointed members shall commence at the beginning of "New Business" of the last regularly scheduled Senate meeting of the academic year.
- Sect. 5 Any voting member of the Senate may be recalled according to the provisions of the bylaws.
- Sect. 6 Non-voting members of the Senate shall have voting privileges on any Senate committee on which they serve.

ARTICLE IV - Officers

- Sect. 1 The two officers of the Senate shall be the President and the President Elect.
- Sect. 2 The President and President Elect shall be elected by the elected representatives of the Senate for one-year terms. Eligible nominees shall be those who are currently employed by the University of Alaska Fairbanks.

ARTICLE VI - Relation to the University of Alaska Fairbanks Governance Coordinating Committee and the University of Alaska System Governance.

- Sect. 1 The UAF Faculty Senate President and President shall represent the faculty on the University of Alaska Fairbanks Governance Coordinating Committee.
- Sect. 2 The UAF Faculty Senate President, President, and one other designee appointed by the Senate President shall represent the Senate on the University of Alaska Faculty Alliance and one will serve on the System Governance Council.

ARTICLE VII - Meetings

- Sect. 1 There shall be a minimum of seven regular meetings each academic year. Other meetings may be held on special call of the Administrative Committee of the Senate.

ARTICLE VIII - Quorum

- Sect. 1 The presence of a majority of the membership shall constitute a quorum. Presence may be established by participation in an audioconference.

ARTICLE IX - Parliamentary Authority

- Sect. 1 The parliamentary guidelines shall be the most recent version of Robert's Rules of Order.

ARTICLE X - Amendments

- Sect. 1 Amendments to the constitution /P quorum < 101 Amendments

If the Senate and the Chancellor's Office are not able to resolve the impasse, then the Senate, upon a two-thirds vote, may elect to forward its previous action through the University of Alaska governance structure as provided for under Regents' policy.

#### ARTICLE XII - Faculty Referendum

Sect. 1 A faculty referendum on and8um

## Faculty Senate Bylaws

### BYLAWS of the UNIVERSITY OF ALASKA FAIRBANKS FACULTY SENATE

#### Sect. 1 (ART III: Membership)

- A. The membership of the Faculty Senate, hereinafter referred to as "Senate," shall consist of approximately 41 members plus one ~~voting~~ presiding officer. Approximately 35 members shall be elected by and from the faculty and will have voting privileges. Four ~~non-voting~~ members will be selected by and from other university constituencies as follows: one student selected by the ASUAF; one dean or director selected by the Provost; one staff representative from the registrar's office; and one additional staff member selected by the Staff Council. Three additional ~~non~~

C. Election Procedure

1.

1.

from the close of the last Senate meeting in the spring until the opening of the first Senate meeting of the fall semester; and

9. At the first meeting in the fall semester make a report of all actions carried out in the name of the Senate since the last meeting in the spring semester.
  10. The Administrative Committee shall oversee the process of evaluation of academic administrators.
- B. Membership on standing and permanent committees will be for two years except as noted below with the possibility of re-appointment. The initial appointment or re-appointment is made by the Administrative Committee or as specified in the definition of a Permanent Committee and confirmed by the full Senate. Senators are limited to serving on a maximum of one standing committee at any one time. To provide continuity, terms will be staggered and an initial appointment may be made for one or two years as determined by the Administrative Committee based on need.
- C. Standing committees will be constituted entirely of Senate members. Permanent committees can be constituted without Senate members.
- D. All permanent and standing committee chairs will be elected from and by the members of their respective committee and must be full faculty at UAF.
- E. The standing and permanent committees of the Senate are:

#### STANDING

1. The Curricular Affairs Committee will deal with curricular and academic policy changes on all levels except the graduate level.

In addition to the non-voting ex officio member(s) appointed by the provost, the committee may add non-voting ex officio members for one-year terms as deemed necessary.

2. The Faculty Affairs Committee shall review issues dealing with faculty prerogative and recommend policy changes to the Faculty Senate. Issues of faculty prerogative include academic freedom, faculty ethics, research and creative activity, and legislative and fiscal issues that may impact faculty concerns at the university. The committee will act as a faculty advocate with legislators and candidates. In its concern for fiscal issues the committee shall monitor budget appropriations to the university and evaluate any notice to the faculty of financial exigency. In performing these duties, the committee will coordinate as necessary with the relevant officers (and/or representatives) of the extant collective bargaining units who serve as voting members of the Senate and ex officio members of this committee.

The committee will also act as a pool to be drawn upon to act as the United Academics representatives to the Faculty Appeals Board. The chair of the Faculty Affairs Committee will appoint, from the committee, tenured members of the United Academics bargaining unit who will serve on the particular appeals board. If no qualified faculty members are available within the Faculty Affairs Committee, the matter will be referred to the Faculty Senate president for appointment of faculty senators to the Faculty Appeals Board.





establishment of need for new programs, and resource impacts of curricular changes. Decisions of the Curriculum Review Committee may be appealed to Curricular Affairs by the department submitting the proposal. The Committee shall be composed of the chairs of the college/school curriculum councils, the University Registrar or the Registrar's designee, and shall be chaired by a member of the Curricular Affairs Committee.

5. The Core Review Committee reviews and approves courses submitted by the appropriate school/college curriculum councils for their inclusion in the core curriculum at UAF. The Core Review Committee coordinates and recommends changes to the core curriculum, develops the ~~cases~~ for assessment of the core curriculum, regularly reports on assessment of the core curriculum, monitors transfer guidelines for core courses, acts on petitions for core credit, and evaluates guidelines in light of the total core experience. This ~~it~~ will also review courses for oral, written, and natural science core classification. If the committee determines that a course fails twice in a row to meet "O" or "W" guidelines as specified by the Faculty Senate, the committee shall have the power to revoke "O" or "W" designators from that course.\* Committee actions made prior to March 1 will become effective in the next year's Catalog. Designators will be restored as soon as the course has been reapproved by the committee as once again conforming to "O" or "W" guidelines.

\*As found at:

[http://www.uaf.edu/uafgov/faculty\\_senate/curriculum/course\\_change\\_procedures/guidelinesfor](http://www.uaf.edu/uafgov/faculty_senate/curriculum/course_change_procedures/guidelinesfor)

and to provide reports, recommendations, and resolutions to the UAF Faculty Senate on behalf of the UAF research community. The Research Advisory Committee will provide a connection between the faculty and the UAF vice







- x Committees with members from outlying areas audioconference each committee meeting.  
Wood Center and Rasmuson Library

*f* The Faculty Senate coordinator is available to assist you with setting up a Google group or Blackboard site if this would be useful to conducting committee business.

x

- x Administrative Committee meets about ten days prior to each Senate meeting to set the Senate meeting agenda. Motions scheduled to be presented to the Senate are first reviewed by the Administrative Committee. If there is considerable disagreement about proposed actions, the Administrative Committee may recommend that the issue be referred back to committee for further evaluation.
- x Following the Administrative Committee meetings, the Senate president and president elect meet with the chancellor and provost to discuss the Senate meeting agenda.
- x Reference Sect. 2 (ART IV: Officers) and Sect. 3 (ART. V: Committees) Section A of the Senate Bylaws for additional information about roles and duties of the Administrative Committee.



# Senate Actions

About

\*\*\*SAMPLE MOTION TO AMEND EXISTING POLICY\*\*\*

=====

The UAF Faculty Senate passed the following at Meeting #181, March 5, 2012:

MOTION:

=====



\*\*\*SAMPLE MOTION TO AMEND DEGREE\*\*\*

Similarly, under Bachelor of Science, second column:

Of the above, at least 39 credits must be taken in upper division (300 level or higher) courses.

-

\*\*\*SAMPLE BYLAW/CONSTITUTION AMENDMENT\*\*\*

=====

The following was passed at the March 5, 2010, Faculty Senate Meeting #165:

MOTION :

The UAF Faculty Senate moves to amend the Bylaws of the University of Alaska Fairbanks Faculty Senate, Section 1, Article III: Membership, subsection C.1 (page 14). This amendment addresses the procedure for election of representatives from research institutes to the Faculty Senate.

EFFECTIVE: Fall 2010

RATIONALE: The current Bylaws are written with the assumption that the research institutes will not qualify for separate representation on the Faculty Senate. Instead, they are grouped into a "conglomerate group." The Bylaws specify that elections for Faculty Senate representatives for the research institutes are to be held by the Senate office. This provision is reasonable because there is no central organization or administrative office for such a collection of research institutes. However, several research institutes are now large enough for separate representation on the Faculty Senate. Each of them has the same organizational ability to run internal elections as the academic units have. This amendment removes the assumption that research institutes will not have separate representation, and specifies that all individual units represented on the Faculty Senate, i.e., research institutes as well as schools and colleges, are responsible for their own elections and election procedures. The Senate office will continue to have responsibility for elections by any "conglomerate groups."

\*\*\*\*\*

CAPS and Bolded - Addition  
[[ ]] = Deletion

C. Election Procedure

1. Election shall be CONDUCTED by the REPRESENTED [academic] units, or BY the Senate office for ANY CONGLOMERATE GROUPS, [the research institutes] to provide representatives to the Senate according to Article III of the Senate Constitution. Elections and election procedures are the responsibility of the units, subject to the following:

...

\*\*\*SAMPLE MOTION TO AMEND UA POLICY/REGULATION\*\*\*

=====

\*\*\*SAMPLE RESOLUTION\*\*\*







## Governance Coordinating Committee

The UAF Governance Coordinating Committee provides a forum for the three individual UAF governance bodies to address common concerns that affect faculty, staff, and students. GCC exists for the express purpose of coordinating unified action from the individual governance bodies (UAF Faculty Senate, Staff Council and ASUAF).

Leadership for the UAF Governance Coordinating Committee is provided by the president and president-elect of each constituency. The UAF Governance Coordinating Committee meets twice a semester during the academic year.

Contact Information

Support for GCC is provided by the Staff Council executive secretary.

Nicole Dufour, Executive Secretary, Staff Council  
email: [uaf-staff-council@alaska.edu](mailto:uaf-staff-council@alaska.edu)  
phone: 907-474-7056  
fax: 907-474-5213

<http://www.uaf.edu/uafgov/governancecoordinatingc/>

## Faculty Alliance

The Faculty Alliance includes three faculty members from each of the three academic institutions. Members also sit on the System Academic Council which includes chief academic officers of the three universities, the UAF vice chancellor for research, and the UA vice president for academic affairs. They formulate academic and research policy for the UA system. The chair for the Faculty Alliance addresses the Board of Regents.

## University of Alaska Board of Regents

The University of Alaska Board of Regents is an eleven member board, appointed by the Governor and

## University of Alaska System Governance

Within the University of Alaska, governance for faculty, staff and students exists because the Board of Regents authorized its existence in Regents Policy 03.01.01-12(.)-5(e)-8(nc0(fR)-2(e)-82(t)-5e)-2.ntsts bn7(ve

## Useful Web URLs

### Governance

UAF Governance <http://www.uaf.edu/uafgov/>  
Course & Degree Procedure <http://www.uaf.edu/uafgov/faculty-senate/curriculum/>  
Syllabus Requirements