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A G E N D A
UAF FACULTY SENATE MEETING #73
Monday, September 15, 1997
1: 30 p. m - 3: 30 p. m
Wood Center Ballroom

1: 30	I	Call to Order - John Craven A. Roll Call B. Approval of Minutes to Meeting #72 C. Adoption of Agenda	5 Mn.
1: 35	II	Status of Chancellor's Office Actions A. Motions Approved: 1. Motion to amend Section 3, (Article V: Committees, Standing) of the Bylaws. 2. Motion to establish a Statement of Professional Ethics. 3. Motion to amend the Transfer of Credit policy. 4. Motion to amend Section 3, (Article V: Committees, Permanent) of the Bylaws. B. Motions Pending: none	5 Mn.
1: 40	III	A. Remarks by Chancellor J. Vudlow B. Guest Speaker - Wendy Redman, Vice President for University Relations	15 Mn. 15 Mn.
2: 10	IV	Governance Reports A. ASUAF - S. Nuss B. Staff Council - P. Long C. President's Report - J. Craven (Attachment 73/1) D. President-Elect's Comments - M. Schatz (Attachment 73/2)	5 Mn. 5 Mn. 5 Mn. 5 Mn.
2: 30	V	Public Comments/Questions	5 Mn.
2: 35		***BREAK***	5 Mn.
2: 40	VI	New Business	5 Mn.
2: 45	VII	Committee Reports & Discussion of known issue for this academic year A. Curricular Affairs - Jerry McBeath B. Faculty & Scholarly Affairs - Ray Gavlak C. Graduate & Professional Curricular Affairs - K. Nance D. Core Review - J. Brown (Attachment 73/3) E. Curriculum Review - J. French F. Developmental Studies - Jane Weber (Attachment 73/4) G. Faculty Appeals & Oversight - Barbara Alexander H. Faculty Development, Assessment & Improvement - David Porter I. Graduate School Advisory Committee - Susan Henrichs (Attachment 73/5) J. Legislative & Fiscal Affairs - Scott Deal (Attachment 73/6) K. Service Committee - Kara Nance L. University-wide Promotion & Tenure - 1996-97 Annual Report	30 Mn.

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Committee meeting and the good work of the Chairs of the Senate Committees. We took the issues from the end-of-year committee reports, amplified or reduced the list, and added issues which had been submitted to us prior to the September 5 meeting. I thank the committee chairs for their fine work.

At our October 13 meeting I will be submitting motions for proposed changes to the Senate Constitution and Bylaws. If you have any suggestions for changes I would appreciate your input in addition to those which I will offer to the body on that date. Please get any proposed changes to me by the end of September.

It is an honor and privilege to serve you as this year's President-Elect. I am delighted that you have put your confidence in me and I will work very hard to learn my way around the workings of governance this year in order to be ready to serve you as President next year. This should be a very interesting year for all of us and I look forward to working with you.

ATTACHMENT 73/3
 UAF FACULTY SENATE #73
 SEPTEMBER 15, 1997
 SUBMITTED BY CORE REVIEW

Core Review Committee Report - Jin Brown, Chair

The primary focus of this committee for the Fall will be to continue the process of planning the Educational Effectiveness Evaluation process for the University's Core Curriculum

Substantial progress has been made in bringing the Communications area of the Core through the planning stage and into data collection. The Department of Communication has had a plan in place since Fall 1996 and has both collected data and processed the data to demonstrate outcomes at the BOR meeting in the Spring of 1997. The Department of English has established a plan for assessment and will be collecting data from classes this Fall.

Library Science has established a tentative plan for assessment.

At the end of the 1996-1997 academic year the remainder of classes in the Perspectives on the Human Condition area were brought together by this committee and set on a track to finish developing assessment plans by the end of Fall 1997. The Ethics group (Philosophy, Communication, Political Science, and Natural Resources Management) have a plan in place and will be collecting data this Fall.

The plan this year is to start early helping the Perspectives departments get assessment plans in place and beginning the process in the remainder of the Core departments.

In addition to assessment, the committee will continue its work at increasing the available upper division "W" and "O" classes for the general curriculum and continue assisting those classes already established as writing and oral classes in preparing for assessment.

The committee will also continue reviewing petitions to the Core and working at other assignments as they come our way.

ATTACHMENT 73/4
UAF FACULTY SENATE #73
SEPTEMBER 15, 1997
SUBMITTED BY DEVELOPMENTAL STUDIES

Developmental Studies Committee Report - Jane Weber, Convener

The Developmental Studies Committee will continue to work on the following issues for the 1997-98 academic year.

- 1.

There are several efforts that could be made this year to enhance the university's position with the Legislature. The first

YEAR; two of these achieved final approval and one did not. Eighteen were concurrent candidates for promotion to associate professor, and one had previously attained the rank of associate professor. Seventeen files came to the committee with support from all levels. The P/T committee supported all 17 of these by unanimous votes. One file had split support at earlier levels, and by a 3 to 5 split vote the committee did not support this file for tenure. One file was not supported at any prior level and was not supported by the committee. Table 1 summarizes these data.

Table 1. Tenure Statistics (1996-1997)

Total number of files	19
Concurrent with promotion	18
Mandatory year	3
Supported by:	
Head, peer, Dir./Dean, P/T	17
Head, Dean	1
No support	1

PROMOTION

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The campus-wide P/T committee evaluated 11 candidates for promotion, not including the 18 who were candidates for concurrent tenure. One was a candidate for promotion to research associate professor in GI, one was a candidate for promotion to research professor in GI, and 9 were candidates for promotion to professor. Of the 11 files, 5 were supported at all levels of review including the P/T committee, and one was supported by all except the department head. Five files were not supported by the P/T committee. Two of these were unanimous at lower levels (both 8 to 0 against in P/T), two were supported by the department head only (one 8 to 0, one 5 to 3 against in P/T), and one was supported by Head and Dean (5 to 3 against in P/T). Table 2 summarizes these data.

Table 2. P/NAA S in

appreciate the publication.

3. Evaluation of research. The report from the peer committee should include an in-depth analysis that reflects the expertise of the committee members in the discipline or disciplines related to the candidate's discipline, especially regarding evaluation of specific items in the candidate's list of publications. For instance, any available data concerning literature citations to the articles, or data concerning the impact factor of the journal the article is published in, should be included in the report. If such data do not exist within a certain discipline, then anecdotal evidence about the type of publication and its quality should be adduced.

4. School of Management. Candidates and peer committees at the University of Alaska Fairbanks are advised to consult with their colleagues in the UAF School of Management concerning preparation and analysis of tenure and promotion files. SOM thoroughly documents and analyzes faculty productivity in a manner that should be emulated throughout the University.

5. A copy of this report should be included in information packets sent out to tenure and promotion candidates.

6. 1997-1998 university-wide promotion and tenure committee chair. T. Harikumar was elected chair of the committee for the next year.

7. Faculty Senate Motion to change P/T representation. The committee proposed an amendment to the regulations concerning the makeup of the committee. Briefly, the regulation (IV. B. 3. d.) was changed from "one representative per school or college" to twelve as enumerated in the motion. Passed. Approved by Chancellor.

8. Faculty Senate Motion to add a regulation regarding access to P/T files. The added paragraph (IV. B. 2. par 5) restricts access to the candidate, the candidates approved representative, the appropriate personnel at each review level included designated staff. Passed as amended on the floor. Approved by Chancellor.

III. Committee members and alternates

Members	1996-1997	Alternate
Walter Benesch (CLA)		Kes Woodward
Larry Bennett (SOE)		Deben Das
T. Harikumar (SOM)		Kelley Pace

Harikumar Sankaran (SOM)
 V. Kamath (SME)
 Meriam Karlsson (SALRM)
 Brian Paust (SFOS)
 Sheryl Stanek (ACE)
 Arvid Weflen (CRA)

Robert Logan
 Gang Chen
 Stephen Dofing
 Dolly Garza
 Tom Jahns
 Mike McGowan

*Alternates will be elected Fall 1997.

IV. Committee operating rules, 1996-1997

UAF University-Wide Promotion and Tenure Committee Operating Rules and Procedures, 1996-97

1. The role of this committee is described in a UAF Faculty Senate resolution passed at Meeting #15 on December 8, 1989, from which the following is excerpted:

Therefore be it resolved, That the primary focus of the University-Wide Promotion & Tenure Committee is to: 1) add a recommendation to the file of the candidate where the conclusions of the unit peer review committee do not coincide with the candidate's administrative supervisors (department head, institute director, and/or dean); and 2) review promotion and tenure files to assure that University-wide standards are met, using unit standards and indices as the major benchmarks for review

2. Committee members are expected to read each file for promotion and tenure and be prepared to discuss each file at a meeting of the full committee. Access to the files is provided during working hours in 315 Signer's Hall. Members requiring evening access may arrange to check out a key from Sheri Layral in the Governance Office, phone 7964.

3. A schedule will be established for discussion of candidate files. The schedule will consider availability of peer review committee presenters and Promotion & Tenure Committee members. The candidates will be notified of the times for consideration of their file, and each may request an open meeting by contacting the Governance Office. The candidate and members of the audience may not participate in the committee discussion of the file unless requested by the Promotion & Tenure Committee chair.

4. Committee members are responsible for assuring their official alternates will attend meetings in their absence, and the committee chair and Governance Office is notified. The alternate assumes all the member's responsibilities with regard to reading files, discussion, and voting.

5. The normal time to consider a candidate will be 30 minutes. Committee members may request additional time. Only materials included in the file, including valid and official minority reports included per peer review committee rules, will be considered.

6. The peer review committee chair or chair's designee will be invited to give a short (5-10 minute) introduction of the candidate's file, to respond to questions, and to participate in the discussion. The peer chair or designee will not vote. Prior to the straw poll he or she will be excused and will not be informed of the results.

7. Each member of the committee will then be called on to evaluate the file, beginning with the representative of the candidate's school or college. It is the responsibility of each member to give an independent opinion of the qualifications of each

candidate in teaching, research/scholarly activity, and public and university service. Tenure and associate professor candidates must demonstrate continuing effective performance in their discipline.

8. To minimize time spent on files which have unanimous support at previous levels of review the Promotion & Tenure Committee may, at its discretion, do an initial straw vote before discussion, but after the presentation of the peer committee chair or designee, based upon the presentation and reading of the files.

9. Only committee members present will vote. No absentee voting will be permitted. However, if a member of the committee is absent, the alternate is permitted to vote unless the alternate has considered the candidate at another level.

10. The committee will record a secret straw vote after each evaluation and discussion. Each committee member will indicate "yes" or "no," as well as rating performance in teaching, research/scholarly activity, and service using a scale of excellent, very good, good, satisfactory, or unsatisfactory. The rating in each category is by majority vote or average vote. This rating will be indicated in the letters which will be provided to each candidate. A straw vote may be changed at the final voting in open meeting.

11. The "yes" and "no" results of the straw vote will be announced to the candidate if he/she is present at an open meeting. Open meetings will then end, and the straw vote results, both "yes/no" and ratings, are announced to the committee.

12. The first files to be considered will be candidates for tenure and/or promotion to associate professor. When all candidates, have been reviewed, an open meeting will be held to record the final voting. The final vote is by voice vote and will be recorded.

13. A letter will be written for each candidate's file to summarize the committee's positive or negative recommendation. The committee chair will assign letters to committee members. It is the responsibility of each committee member to compose a draft letter and submit it to each member for corrections and comments. Because of the short time available, the letters will be drafted as soon as possible after the candidate's file has been reviewed. The letter, along with the record of the vote of each committee member, will be included with the file when it is forwarded to the Office of the Provost

14. After the files for tenure and promotion to associate professor are completed, the committee will consider in the same way the files for full professor. Full professor candidates must demonstrate sustained excellence and recognized leadership in their discipline to qualify for promotion, and must receive a majority rating of very good or better in each of the faculty tripartite (or bipartite) areas of activity.

15. After all files have been reviewed and the voting and letters completed, the committee will submit to the Faculty Senate a report of recommendations and comments related to the process, to help subsequent committees in their deliberations. A chair for next year will be elected.