September 18, 2012
Faculty Senate – Unit Criteria Meeting

Members Present: Karen Jensen, chair; Christine Cook, Vladimir Alexeev, Sukamar Bandopadhyay, Javier Fochesatto, Jun Watabe, Cathy Winfree (audio)

Will work on Cooperative Extension Service (CES) unit criteria today, but also the Blue Book information throughout the semester

**CES Revisions for discussion:**

Page 4: B. Criteria for Instruction - 1 (Effectiveness in Teaching)
b. express positive regard for students, BECOME FAMILIAR WITH THEIR PUBLIC, develop good rapport with students AND CLIENTELE, show interest/enthusiasm for the subject; - what does PUBLIC mean? Is it student public or community public?

Page 4: 2 (Components of Evaluation)
a. systematic student ratings, i.e. student opinion of instruction summary forms OR LETTERS, - what is meant by LETTERS; are they recommendations letters, testimonials or letters of support from students, other professionals, etc.; need to clarify

Page 5: 2 (Components of Evaluation)
F. REPEATED INVITATIONS TO TEACH – explanation is needed; further clarification as to why this is showing effectiveness

Page 5: C. Criteria for Research, Scholarly, and Creative Activity
COOPERATIVE EXTENSION SERVICE FACULTY HAVE LIMITED OPPORTUNITIES TO CONDUCT TRADITIONAL RESEARCH AND VERY LIMITED ACCESS TO LABORATORIES AND GRADUATE STUDENTS. ADDITIONALLY, BIPARTITE FACULTY MAY OR MAY NOT HAVE A RESEARCH OBLIGATION. – this paragraph is a general statement versus a criteria; it should be added to the end of the first paragraph in this section

Page 6: 1 (Achievement in Research, Scholarly and Creative Activity
d. They must be judged to make a contribution AND BE RELEVANT TO CURRENT ALASKAN ISSUES. – why only current issues; recommend deleting current

2. Components of Research, Scholarly
Page 6: 2 (Components of Research, Scholarly and Creative Activity
f. Editing or refereeing articles or proposals for professional journals or organizations AND CES PUBLICATIONS. – why are the CES publications singled out? Are they also peer reviewed and/or refereed? Possible say AND IN-HOUSE CES PUBLICATIONS

Page 7: D. Criteria for Public and University Service
Public service is intrinsic to the land grant/sea grant/space grant tradition, and is a fundamental part of the university’s obligation to the people of its state. In this tradition, faculty providing their professional expertise for the benefit of the university’s external constituency, free of
charge,* is identified as “public service.” The tradition of the university itself provides that its faculty assumes a collegial obligation for the internal functioning of the institution; such service is identified as “university service.” – clarify with the chancellor regarding the term “free of charge” as this implies there will be no charges to the participant

* CES FACULTY WORK IS COUNTED AS PUBLIC SERVICE EVEN THOUGH THE UNIVERSITY MAY CHARGE A FEE FOR SOME ACTIVITIES. THESE FEES ARE NECESSARY TO RECOVER COSTS SUCH AS THOSE FOR ROOM RENT, PRINTED MATERIALS PROVIDED TO PARTICIPANTS, EQUIPMENT, AND OTHERS AND ARE NOT PAYMENT FOR FACULTY TIME NOR ARE THE FEES EVER RETAINED BY INDIVIDUAL FACULTY. – differentiates between faculty being paid on top of their original salary versus charges to the participant; do not feel this paragraph is necessary unless there is a specific reason for inclusion; clarification needed

Page 8: 1 (Public Service)
b. Service on or to government or public committees, COLLABORATIONS & PARTNERSHIPS ESTABLISHED WITH AGENCIES AND GROUPS AND UTILIZATION OF DISTRICT OR REGIONAL ADVISORY BOARDS, TASK FORCES, FOCUS GROUPS OR PUBLIC SPECIAL INTEREST GROUPS TO IDENTIFY RELEVANT ISSUES AND PROBLEMS. – very wordy; might be beneficial to combine section b with l as there does not seem to be the necessity for both (L. ENGAGE THE PUBLIC IN ASSESSING RESEARCH NEEDS – AND COMMUNICATE THOSE NEEDS TO THE APPROPRIATE RESEARCH UNITS.)

Page 8: 1 (Public Service)
f. Consulting INCLUDING FACE TO FACE IN THE OFFICE OR OFF-SITE USING THE TELEPHONE, OR E-MAIL, (I.E. PRESSURE-GAUGE TESTING, INTERPRETATION OF SOIL TEST RESULTS, OR IDENTIFICATION OF INSECT, DISEASE OR WEED SPECIMENS). – the examples in the parenthesis are not necessary as they could be limiting; recommend taking the entire parenthesis out; also, is the clarification of face-to-face, in the office, or off-site using telephone, or e-mail necessary? Explain why this is specified; Just saying Consulting may be sufficient, or Consulting as Appropriate to the Unit; it would be beneficial to include a definition of consulting in the preamble to that section that is located on the bottom of page 7 with the introduction to Public Service

Page 9: 1 (Public Service)
M. MANAGING AN EFFECTIVE PARAPROFESSIONAL AND/OR VOLUNTEER PROGRAM TO HELP EXTEND CES RESOURCES OR DEVELOP LEADERSHIP SKILLS. – how do you know if they are effective? This appears to be more of an outcome measure versus criteria

N. EXEMPLARY RESPONSE IN EMERGENCY SITUATIONS RENDERED IN AN EXTENSION ROLE, TO CLIENTELE WHICH FACED THE EMERGENCY. – what is meant by exemplary? How would you measure whether it is exemplary? There need to be criteria in place to measure it
Karen will talk with CES to discuss some of these aspects and get clarification on some of the recommendations; she will ask Jayne who the chair of the CES Unit Criteria is to help get started.

Christine will type up the feedback to provide to Karen; Karen will talk with CES; if they have changes prior to October 1\textsuperscript{st}, then the Unit Criteria Committee can review and if approve then provide to the Faculty Senate for the October 8\textsuperscript{th} meeting.

**Blue Book Review**
Need to review the Blue Book to make sure it is in line with the Collective Bargaining Agreement; the Unit Criteria Committee is to meet with the Provost after 3pm on October 10 or sometime on October 11\textsuperscript{th} to discuss what to address in the Blue Book; members reviewed their schedule and decided on October 3\textsuperscript{rd}. Karen was to determine a specific time and send the meeting information out to the committee.
Karen will also send the link to the Collective Bargaining Agreement so all committee members can be familiar with that document.

**Committee Meeting Schedule**
Members agreed that we will meet every two weeks and as demand warrants; a doodle poll will go out for the next meeting date and time, but then we will try to set a regular meeting schedule.