UAF FACULTY SENATE UNIT CRITERIA COMMITTEE
Meeting Minutes for September 9, 2014, 4-5 PM, RASM 502

- Housekeeping
- Approval of Agenda
- Election of Chair. Chris Coffman willing to chair; any others?
  Coffman elected by acclaim.
- Meeting Schedule for Fall 2014?
  Possibilities: T or Th 10-11; T or Th 4-5.
  We will meet T, 4-5, biweekly, and will drop meetings as needed.
- Approval of Minutes from 4/22/14 Meeting. See attachment. Approved unanimously.
- Approval of Minutes from 5/6/14 Meeting. See attachment. Approved unanimously.
- Department of Mathematics and Statistics: Proposed Unit Criteria.
  (The committee discussed these criteria in 13-14; this document is in response to our feedback.)
  These were to be approved at last meeting from last year, but there was no quorum at that meeting. No substantive issues were encountered last year, only formatting.
  Criteria moved forward unanimously.

See attachment:
- Mathematics and Statistics Unit Criteria
- Marine Advisory Program: Proposed Unit Criteria
  (The committee discussed these criteria in 13-14; this document is in response to our feedback.)
  It was noted that the final round of edits last year regarded template compliance.
  Criteria moved forward unanimously.

See attachment:
- Marine Advisory Program Unit Criteria
- Continued Discussion of Committee Bylaws
It was decided that the latter half of the document reflects instructions to departments submitting criteria to the committee and could be split off into a separate document posed on the senate web page, akin to the ‘Helpful info’ section maintained by the Committee on the Status of Women.

Proposed new language regarding how units submitting criteria will communicate with the committee will be moved to the instructions section. Language concerning how the committee will be governed by the Blue Book template will be added to the bylaws.

The proposed ‘do not reply-all’ section of the bylaws will be struck, but there is an understanding among the committee members that communication with the chair regarding absences will be conducted privately, not publicly.

Coffman will bring back two documents for review at the next meeting (revised bylaws, and instructions to departments). There is already an existing ‘instructions to departments’ email that can be used as a starting point.

See attachment:
  - Proposed Bylaws

Final business:

We should decide how late in the semesters we want meetings to run.

Coffman will put a proposed schedule together. We will not meet before first week of spring classes, nor after the final faculty senate session.