## Academic Council Score Card - Updated 6/29/18

**Mission** – To foster University of Alaska delivery of high-quality, cost-effective academic programs that are readily accessible to students in Alaska and beyond, through appropriate policies and academic administrative procedures, collaboration, and review of academic program actions including new program approval, program reduction, and program discontinuation.

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Goal</th>
<th>Projects/Actions</th>
<th>Owner</th>
<th>Status Update</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Strategic Pathways</strong></td>
<td></td>
<td>Involve key faculty and leadership Ensure proper review channels for program proposal Discuss resource needs with UAA leadership Propose a UAA MPP/MPA Program addition to the BOR</td>
<td>Provosts</td>
<td>Done</td>
</tr>
<tr>
<td>UAA MPP/MPA Program</td>
<td>Create a new MPP/MPA Program at UAA</td>
<td></td>
<td>Provosts</td>
<td>In progress</td>
</tr>
<tr>
<td>e-Learning outsourcing selected programs to private partner</td>
<td>Increase system-wide collaboration and explore outsourcing options</td>
<td>Explore e-Learning programs for outsourcing Report to AC w/ action plan</td>
<td>D. Hrnčir/J. Stalver</td>
<td>In progress - Will report back with action plan</td>
</tr>
</tbody>
</table>

**BOR Policy and Regulations**

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Goal</th>
<th>Projects/Actions</th>
<th>Owner</th>
<th>Status Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concurrent Enrollment Fees and Payment Responsibility</td>
<td>Create clear understanding of fee variance and payment responsible party Following approval of proposed changes to BOR policy &amp; regulation(s), determine next steps</td>
<td></td>
<td>P. Layer</td>
<td>TBD following reg change approval</td>
</tr>
<tr>
<td>Academic Unit Establishment, Major Revision, and Elimination and Addition of Cooperative Extension Service</td>
<td>The academic element will move to CNSM and CES would be a standalone unit Submit BOR Policy Academic Unit Establishment Review regulation changes</td>
<td></td>
<td>P. Layer/AC</td>
<td>BOR 5/24/18 w/effective date of 6/30/19</td>
</tr>
</tbody>
</table>

**Program Discontinuations/Additions**

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Goal</th>
<th>Projects/Actions</th>
<th>Owner</th>
<th>Status Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated Master's in Civil Engineering</td>
<td>To add the program at UAA</td>
<td>Send notice of non-objection to ASA committee</td>
<td>P. Layer</td>
<td>BOR 9/13/18 Mtg</td>
</tr>
</tbody>
</table>

**Notification of Suspension of Program Admissions**

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**Academic Council Score Card - Updated 6/29/18**

**Mission** – To foster University of Alaska delivery of high-quality, cost-effective academic programs that are readily accessible to students in Alaska and beyond, through appropriate policies and academic administrative procedures, collaboration, and review of academic program actions including new program approval, program reduction, and program discontinuation.

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<th>Projects/Actions</th>
<th>Owner</th>
<th>Status Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>UAF BA in Chemistry</td>
<td>Suspension of program admissions</td>
<td>Send notice of non-objection to ASA committee</td>
<td>P. Layer</td>
<td>Notice sent to Regent Bishop 7/2/18</td>
</tr>
</tbody>
</table>

**Other Issues**

| Common Calendar | Create common calendar for AY21-23 | Work with campus registrars to establish a common calendar | S. Oba | In progress |
| Synchronous class delivery | Address synchronous class delivery times | Determine class duration (50 vs 60 min.) | Faculty Alliance | In progress |
| | | Determine teaching days (MW vs MWF) | Faculty Alliance | In progress |
| Distribution of student tuition & fees across system | Charge students tuition & access fees relative to physical campus location | Review/address students paying on-campus fees where in-person courses are taught | S. Oba | In progress |
| | | Review/address students paying tech. fee for distance courses and forgoing on-campus support services fees | S. Oba | In progress |
| | | Review/address student tuition dollars going to the campus that pays course instructor | S. Oba | In progress |
| Administrative Policy regarding high value non-credit workforce credentials | Capture programs, courses, noncredit classes, continuing ed, certificates, etc that benefit Alaskans | Determine programs, courses, etc the three universities are providing | P. Layer/F. Villa | In progress |

**Completed Initiatives**

<p>| Proposed changes to P10.02.040 Academic Unit Est., Major Revisions, and Elimination | Regular review of UA unit structures | BOR Approved at March 2018 meeting |
| Proposed changes to P10.02.040 Academic Unit Est., Major Revisions, and Elimination | Implementation of School of Ed. Restructure | BOR Approved at March 2018 meeting |
| Discontinuation of the Undergraduate Certificate in Paralegal Studies at UAA | To discontinue the program at UAA | BOR Approved at March 2018 meeting |
| Discontinuation of the Undergraduate Certificate in Small Business Management at UAA | To discontinue the program at UAA | BOR Approved at March 2018 meeting |
| UAA Associate of Applied Science in Professional Piloting | Temporary suspension of program admissions | No objections received by ASA committee; program admissions suspended |
| UAA Associate of Applied Science in Dental Hygiene | Temporary suspension of program admissions | No objections received by ASA committee; program admissions suspended |
| Course alignment | Align courses for UAF and UAA Engineering | Completed by Engineering departments at UAF and UAA |</p>
<table>
<thead>
<tr>
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<th>Goal</th>
<th>Projects/Actions</th>
<th>Owner</th>
<th>Status Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed addition of the Bachelor of Sport and Recreation Business at UAF</td>
<td>To add the program at UAF</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposed addition of the Bachelor of Applied Management at UAF</td>
<td>To add the program at UAF</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposed discontinuation GC Advanced Human Service Systems</td>
<td>To discontinue program at UAA</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposed discontinuation GC Career and Technical Education</td>
<td>To discontinue program at UAA</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposed discontinuation MS Career and Technical Education</td>
<td>To discontinue program at UAA</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposed BOR regulation change to R10.04.04C3 - Degree and Certificate Program Approval</td>
<td>Approval of proposed regulation changes</td>
<td>Signed by President Johnsen 5/23/18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UAA - Community and Technical College name change to College of Technical and University Studies</td>
<td>Change will reflect the shift from Tier 1 GER</td>
<td>Withdrew from BOR - not a consideration at this time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concurrent Enrollment Fees/ Protection of Minors in UA courses</td>
<td>To facilitate K-12 students to receive credit at K-12 and postsecondary levels</td>
<td>Submit BOR Policy name change (concurrent to dual)</td>
<td>P. Layer</td>
<td>BOR approved at Mar Mtg</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Submit proposed regulation for President approval</td>
<td>P. Layer</td>
<td>Signed by President Johnsen 5/23/18</td>
</tr>
<tr>
<td>Faculty Initiative Fund (UNAC Contract )</td>
<td>Encourage faculty development &amp; collaboration</td>
<td>AC will review RFP</td>
<td>P. Layer</td>
<td>Complete</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Faculty will submit proposals to AC for review</td>
<td>Faculty/AC</td>
<td>Complete</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Proposals under review</td>
<td>AC/FA</td>
<td>Complete - Funds to be distributed 7/1/18</td>
</tr>
<tr>
<td>UAA Associate of Applied Science in Industrial Technology</td>
<td>Suspension of program admissions leading to full discontinuation of admissions</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UAA Master of Arts in Anthropology</td>
<td>Temporary suspension of program admissions</td>
<td>BOR approved at May 2018 meeting</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Business Council continues to approach its efforts with the aim of contributing to Institutional Goal #5: Operate more cost effectively.

**Strategic Pathways – Procurement**

Goals and initiatives to achieve savings via bulk purchases, process improvement/automation and policy and procedure standardization have been identified. UAF is taking the leadership in these areas, while also providing procurement duties for UAS and Statewide. Implementation and effort to achieve these goals will be on-going in FY18 and FY19.

**Strategic Pathways – Grants & Contracts Administration**

The Grants & Contracts directors from UAF, UAS and UAA met in a face to face meeting in early May, and developed an FY19 prioritized plan (attached).

**Process Improvement and Automation**

The President and Regents authorized $1.1m in FY18 for process improvement and automation. The CFO sent an internal RFP to the functional areas of Student, HR, Finance, IT and Institutional Research to solicit automation project proposals. A number of proposals were received, and the Business Council deliberated on all proposals. The Business Council has approved 12 projects in Student, HR, Finance and Administration, and Institutional Research areas and requested additional information on others. In total, $828,000 has been allocated. At this time, the remaining $272,000 is reserved for the Student gateway project.

A summary of the approved projects to date:

- HR – Open Enrollment Automation
- HR – OnBase Integration (vendor forms)
- HR – Online I-9 and Employee Paperwork
- HR – Family Medical Leave (FML) Process Improvement
- HR – Retirement files to SPARK format
- Admin – Consulting support for Travel Project implementation
- Admin – UA Procurement Records to OnBase
- Admin – OnBase Integration for e-workflows
- Finance – Replace and update property scanners and system
- Institutional Research – Business Intelligence
- Student – Transfer Evaluation System
- Student – Enrollment Rx: Higher Education Data Architecture
It is important to note that within the broad scope of the Finance and Administration, there are several very large automation or compliance projects underway that do not explicitly flow from Strategic Pathways or the $1.1 million Automation pool. These projects that arise in the normal course of operations include: travel booking tool and expense management, conversion to Banner 9, accounts receivable conversion for IRS Form 1098-T, and JV workflow. They will consume a significant amount of staff time over the next one to two years.

The CFO sent out a request for FY19 proposals to all the Council chairs. Responses are due on August 27.

Travel Project

The travel project is underway. In summary, the travel project involves implementing a new expense reporting tool, a booking tool, and leveraging travel discounts. The aim is to improve the travel process for travelers and users, gain efficiencies, save money and better manage the travel process.

Huron Consultants are providing project management services and have been on site for the last month, working with various university implementation teams. The first stage of the project includes rewriting travel regulations and identifying the “desired state”. Demos and hands-on sessions have been provided to the Focus and Oversight groups. Good progress is being made, but there is significant work ahead. At this time, we are planning on October/November 2018 timeframe for piloting the new travel system.

Facilities Council

The Facilities Council is a sub-council of the Business Council. Scott Bell, UAF Associate Vice Chancellor for Facilities Services, serves as chair. A Facilities Council update is attached.

Banner 9

Conversion to Banner 9 continues to be a major effort that the IT Council and Business Council monitor. The go-live date is still planned for October 29, but there remains significant testing of Finance forms, and unresolved performance issues. The performance issues mean slowness in processing time in Banner 9 compared to Banner 8. UA is working with Ellucian to identify the source of the problem, and resolve these issues. In addition, UA will be measuring the precise amount of slowness, to validate and assess impact on operations.
## CCDC Pathways Scorecard

### 1. Increase integration with main campuses

**UA 2025 Goals & Measures**
1. Contribute to Alaska's economic development.
2. Provide Alaska's skilled workforce.
3. Increase degree attainment.
4. Operate more cost effectively.

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Task Steps</th>
<th>Status</th>
<th>Target Completion</th>
<th>Comments Blue Text Most Recent</th>
</tr>
</thead>
</table>
| Integrated Website Accessibility | 1) IT designed  
2) Legal review  
3) Monitor plan | Complete |                  | Assumed by IT Council. |
| Integrated Tech Prep            | 1) Uniform template  
2) Monitor plan | Complete |                  | Assumed by Academic Council. |
| Integrated Minors on campus policy | 1) Statewide dual enrollment template  
2) Legal review | Complete |                  | Assumed by Academic Council and Student Services Council. |
| AAS Degree program mobility-Offer campus AAS degrees at other campuses that don't offer them. | 1) Identify AAS Degrees  
2) Senate curriculum approval | Complete | Fall 2018         | Objective moved to Goal 2.    |
| Promote opportunities for UA leadership from SW and main campuses to visit community campuses. | 1) Campus directors provide opportunities for SW and main campus leadership to experience community events.  
2) SW and main campus leadership notify campus director when traveling within their region. | Ongoing/complete |                  |                                |
# 2. Increase collaboration across community campuses

**UA 2025 Goals & Measures**

1. Contribute to Alaska's economic development.
2. Provide Alaska's skilled workforce.
3. Increase degree attainment.
4. Operate more cost effectively.

| CTE course/faculty sharing across campuses | 1) ID courses & faculty  
2) Identify course cost/revenue sharing agreement across MAUs  
3) Create inventory of potential programs  
4) Run thru main campus respective curriculum process | Fall 2018 & ongoing | Master program/course inventory sharing list will be completed in August & provided to Summit Team.  
Campuses required to submit proposals to respective provost's office for guidance on specific course/program sharing outside their university. Possible NWCCU notifications. |
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Offer comm campus OEC, Certificate &amp; AAS degrees at comm campuses that don't offer them.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expand course selection outside MAUs to integrate or transfer into existing programs</td>
<td>1) ID possible courses</td>
<td>Fall 2018</td>
<td>Merged with &quot;CTE course/faculty sharing&quot; objective above.</td>
</tr>
<tr>
<td>Explore if certain AAS degrees can be offered solely on comm campuses &amp; not on main campuses.</td>
<td></td>
<td>Spring 2019</td>
<td>Tabled at this time. Needs further discussion. Discussion with Academic Council required.</td>
</tr>
<tr>
<td>Reduced tuition for CTE program/course offerings</td>
<td>1) ID potential courses/programs</td>
<td>Complete</td>
<td>25% reduction for OECs approved; effective Fall 18.</td>
</tr>
</tbody>
</table>
3. Develop system for community campuses to work with university departments in coordinating eLearning course offerings in a way that is fair to both the community campuses and university departments. Improved coordination will reduce detrimental duplication of eLearning courses, promote greater integration of community campuses and the universities, and foster better collaboration in a very meaningful way. *(Revised goal approved by President Johnsen on Feb. 20.)*

**UA 2025 Goals & Measures**
1. Contribute to Alaska’s economic development.
2. Provide Alaska’s skilled workforce.
3. Increase degree attainment.
4. Operate more cost effectively.

<table>
<thead>
<tr>
<th>Expand UAOnline platform; create search engine of all locations/availability of all UA degree/certificate programs by campus. Include if high-demand career and field.</th>
<th>1) Campus web sites have prominent link to UAOnline program search feature.</th>
<th>Timeline and tasks completion TBD by SW OIT &amp; IT Council. CCDC work completed.</th>
<th>Links to non-credit and continuing education offerings have been added to UAOnline. In Fall 2017 Karl Kowalski identified potential template to be added to UAOnline addressing #2. IT Council and SW OIT assumed these four tasks in Fall 2017. <strong>CCDC work on this completed.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Develop system for comm campuses to work with university departments to coordinate eLearning course offerings in a way that is fair to both comm campuses &amp; university departments.</td>
<td>1) Coordinate online course and program offerings based on campus mission &amp; community needs; 2) Coordinate course schedules &amp; sequencing for consistency &amp; promote completion;</td>
<td>Spring 2019</td>
<td>Due to numerous UAA leadership changes (provost, deans) this is on temporary hold. UAS 6-year schedule and UAF CRCD regional course schedule models will be reviewed. It is expected this will take several months. Then determine if one process can be developed to serve UA System.</td>
</tr>
<tr>
<td>Requirement for “in-residence” credits before graduating programs.</td>
<td>1) Examine residency standards at each University. Determine</td>
<td>Fall 2018/Spring 2019</td>
<td>Further discussion and research required.</td>
</tr>
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<td></td>
<td></td>
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<tr>
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</tr>
<tr>
<td>2)</td>
<td>Determine how campuses can align residency requirements to improve graduation rates.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pull and share workforce market data with universities and community campuses.</td>
<td>Complete</td>
<td>Task assigned at Aug. 17 Summit Team meeting. Workforce Subcommittee of CCDC was created with Fred Villa as chair. The EMSI products, &quot;Career Coach&quot; and &quot;Analyst&quot; were procured and rolled out in early November.</td>
<td></td>
</tr>
</tbody>
</table>
| Possible conversion to tribal colleges | Unrealistic option based on research of creating tribal colleges, but monitor APU progress in trying to attain tribal college status.
1. Contribute to Alaska's economic development.
2. Provide Alaska's skilled workforce.
3. Increase degree attainment.
4. Operate more cost effectively.

| Create inventory of current partnerships with all groups. | CCDC Partnership Report has been created. A partnership gap analysis and how these partnerships can be leveraged within and across regions will be the next step.
1) Define partnerships
2) Identify types (e.g. student support; grants, etc.)

| Explore potential partnerships with tribal and other community organizations, including regional training centers. | This objective will be addressed once the inventory and gap analysis are completed.
1) Identify models for partnerships engagement and training, apprenticeship programs.
2) Coordinate opportunities with CCDC to meet partner goals e.g. as economic and workforce development, community wellness, teacher education.
3) Cross-walk programs with Ilisagvik, Rural Training Centers, AVTEC, Alaska Christian College and others identified by ACPE.
4) Research new models (e.g. tribal colleges outside AK; economic development; community wellness)

| Expand availability of Alaska Native/indigenous courses. | Work has not yet started.
1) CCDC to create inventory of current Alaska Native courses across system and blend into inventory of tribal and other partnerships (mentioned above) in order to expand range and campus offerings.
2) Develop relationship with AK Native language Preservation and Advisory council.

<p>| Fall 2018 | Fall 2018, Spring 2019 |</p>
<table>
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<tr>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>3)</td>
<td>Explore cultural camp for education teachers and administrators professional development.</td>
<td></td>
</tr>
</tbody>
</table>
University of Alaska Community Campus Directors Council (CCDC)
Represented by leaders of campuses and colleges at the University of Alaska Anchorage (UAA), University of Alaska Fairbanks (UAF), University of Alaska Southeast (UAS), and University of Alaska Workforce Programs.

This constitutes the revised goals and objectives for the three Strategic Pathways Recommendations for the Community Campuses. Most recent revisions since June are in red text. There were originally four goals, but the objectives for Goal #1 (Increase integration with main campuses) were completed and subcommittee members were assigned to the remaining three subcommittees. The bold blue text indicates which UA 2025 Goals & Measures are applicable to each of the CCDC’s three SP recommendations.

GOAL 2. Increase collaboration across community campuses.

UA 2025 Goals & Measures
1. Contribute to Alaska’s economic development.
2. Provide Alaska’s skilled workforce.
4. Increase degree attainment.
5. Operate more cost effectively.

1) Implement a course sharing plan and/or faculty sharing plan for CTE programs across the university system
   a. A master program list of CTE programs is being created to share with all university campuses. Still waiting on further campus inputs; will be completed in August.
      i. Community Campuses will create and share OEC, Certificate, and AAS degrees available across the university system.
   b. A cost recovery plan and revenue sharing agreement will be negotiated across university locations for classes offered in community campus regions that do not administer the course or program; based on program delivery options at each location.
   c. A cost sharing model has been articulated and distributed to community campuses and CTCs. Sharing courses/programs across campuses outside the normal geographical boundaries of the MAU will require a review by the Provost. The "offering campus" will be responsible for the curriculum and instruction, and the host campus will only provide space and logistical support. If it makes more sense to use a local instructor, the local instructor would need to be approved by the MAU that delivers the course/program.
   d. Campuses desiring to offer a course/program at a campus outside their MAU will need to plan far ahead to develop a cost sharing agreement. If it is determined to be a
“substantive change” by accreditation standards, and/or if it will only require NWCCU notification, costs to NWCCU could be incurred and factored into any cost sharing agreement.

e. Options for sharing include:
   i. Implementing an 80/20 split for a campus offering its programs in another community campus region
   ii. Course fee or additional fees retained at offering campus to support course costs
   iii. For more involved sharing agreements, negotiation between Campus Directors would be pursued on a case-by-case basis to determine administrative, direct, and indirect costs resulting in a fair revenue split

f. Non-credit courses and programs would need to be negotiated separately to address registration, payment and tracking efforts

2) Address how to offer some community campus AAS degrees at those community campuses that don’t offer these degrees
   a. Create inventory of OEC, Certificate and AAS degree degrees that could be offered at a different community campus location
      i. Those selected would need to be run through respective curriculum processes at main campuses

GOAL 3. Develop system for community campuses to work with university departments in coordinating eLearning course offerings in a way that is fair to both the community campuses and university departments. Improved coordination will reduce detrimental duplication of eLearning courses, promote greater integration of community campuses and the universities, and foster better collaboration in a very meaningful way. (Revised goal approved by President Johnsen on Feb. 20.)

UA 2025 Goals & Measures
1. Contribute to Alaska’s economic development.
2. Provide Alaska’s skilled workforce.
4. Increase degree attainment.
5. Operate more cost effectively.

Increased eLearning options in one part of the UA system does impact enrollment across the system. One example: the Sitka campus has seen a decline in some classes that seems to correspond to new distance options at UAA. Community campuses, being smaller, feel enrollment changes more dramatically in terms of the impact on their operations.

1) CCDC recognizes the UAA Anchorage Campus and its community campuses face unique challenges with the coordination of eLearning courses among the UAA locations: Chugiak-Eagle River Campus, Kodiak College, MatSu College, Kenai Peninsula College and Prince William Sound College. With the guidance of the Academic Council (if needed), the CCDC subcommittee for this goal, and UAA Campus Directors can bring forth this eLearning coordination discussion at UAA.

2) Course sharing and eLearning coordination of UAA courses is on temporary hold. Originally discussions with the UAA CAS dean were being pursued; that dean is now interim provost. CAS has
an interim dean and there are other new deans. The leadership changes will need to settle into place before we proceed with planned discussions. Once that occurs the following will be explored:

a. Examine the course coordination models used by the UAS Juneau campus and its community campuses in Ketchikan and Sitka. This schedule projects out six years and identifies which eLearning courses will be offered on which campus by semester. See [http://www.uas.alaska.edu/provost/6-yr-course-sequence.html](http://www.uas.alaska.edu/provost/6-yr-course-sequence.html)

b. Examine the cross-regional course schedule model used by UAF’s College of Community and Rural Development. See [http://www.uaf.edu/rural/students/schedule/Spring-2018-Registration-Guide.pdf](http://www.uaf.edu/rural/students/schedule/Spring-2018-Registration-Guide.pdf)

c. During the future meeting, the eLearning course scheduling models currently used by UAF and UAS will be discussed. This would be the first of several meetings with UAA deans and department chairs. Due to the complexity of developing a scheduling model for UAA and its community campuses, this will likely take several months and several meetings.

3) Determine if one eLearning process could be built to serve across the UA System.

4) CCDC recognizes there is a difference among campuses and programs as to the number of credit hours that must be completed “in residence” before graduating from a program. Across UA, students enroll in courses offered from a variety of campuses across the system, which can create difficulties for students wanting to complete programs and graduate. In the past, the Northwest Commission on Colleges and Universities set forth a specific standard for determining residency. Today, reviewers consider residency requirements within the framework of the following Standards from NWCCU: 2A14, 2C1, 2C3, 2C7, and 2C8. CCDC plans the following and asks for the support of the Academic Council:

a. Examine the residency standards across UAA, UAF, and UAS to determine the differences and how to align to meet NWCCU requirements.

b. Determine how the campuses can align residency requirements to help improve graduation rates.

GOAL 4. Explore potential partnerships with tribal and other community organizations. Possibilities include stronger collaboration with regional vocational centers.

**UA 2025 Goals & Measures**

1. Contribute to Alaska’s economic development.
2. Provide Alaska’s skilled workforce.
3. Increase degree attainment.
4. Operate more cost effectively.

1) Create inventory of current partnerships with all Native and other organizations, businesses, etc.

a. A partnership template has been filled out by all 17 CCDC members resulting in one spreadsheet with tabs for each campus. This report is included in the July packet for the Summit Team.
   
i. Template identifies partner types (e.g. student support; grants, etc.) and includes definitions.
2) Next Steps:
   a. Discuss partnership spreadsheet with all CCDC members. Gather input on next steps. Look for patterns, gaps, and answer how these partnerships can be leveraged within and across campus regions. Determine what other organizations to explore for potential partnerships. This link https://www.nwds-ak.com/About/WelcometoAnchorage/AlaskaNativeCorps.aspx that includes regional for-profit, non-profit, and federally recognized tribes will be a starting point, but the link does not include private companies and businesses owned by indigenous people and tribes.
   b. Identify models for partnership engagement and training.
   c. Coordinate opportunities across CCDC to meet goals e.g. economic/ workforce development, community wellness, teacher education.
   d. Cross-walk programs with other postsecondary education and training providers.

3) Research new models (e.g. with tribal colleges outside Alaska; economic development; community wellness).
   a. Learn more about Ilisagvik College, Alaska’s only tribal college.
   b. Monitor Alaska Pacific University progress in attempting to attain tribal college status.

4) Expand availability of Alaska native/Indigenous courses.
   a. Create inventory of current Alaska Native courses across system. CCDC will blend this into the inventory of tribal and other partnerships in order to expand range and campus offerings.
   b. Identify course lists for inventory; for example, for UAF we would start with TM (tribal management), RD (rural development), ANS (Alaska Native Studies), YUP (Yup’ik), INU (Inupiaq), and APAR (Applied Arts) designators. Each university will develop a list of courses for the inventory.
   c. Develop relationship with Alaska Native Language Preservation and Advisory Council.
University of Alaska Community Campus Directors Council (CCDC)
Represented by leaders of campuses and colleges at the University of Alaska Anchorage (UAA), University of Alaska Fairbanks (UAF), University of Alaska Southeast (UAS), and University of Alaska Workforce Programs.

UAF Community & Technical College
UAF Kuskokwim Campus
UAS Career Education
UAA Matanuska Susitna College
UAA KPC Kenai River Campus
UAA Chugiak-Eagle River Campus
UAF Northwest Campus
UAF Interior Alaska Campus
UAS Ketchikan Campus
UAA Prince William Sound College
UAA KPC Kachemak Bay Campus
UAF Bristol Bay Campus
UAF Chukchi Campus
UAS Sitka Campus
UAA Kodiak College
University of Alaska Workforce Programs

July 19, 2018 Council Update

Work Done - May 31-July 12
- CCDC met by phone May 9 and June 13. Gary Turner met by phone on June 18 with Priscilla Schulte to discuss the June Academic Council meeting.
- The Partnership Report is complete and included in this packet.
- The topic of course sharing and eLearning coordination of UAA courses is on temporary hold. Originally discussions with the UAA CAS dean were being pursued; that dean is now interim provost. CAS has an interim dean and there are other new deans. The leadership changes will need to settle into place before we proceed with planned discussions.
- The master program/course list for programs at community campuses and CTCs will provide a list of programs and courses that could be reasonably offered at alternate locations across the state. The list will be distributed in August for other campuses to utilize in developing collaborations and when promoting partnerships with outside agencies. The Summit Team will be sent the list in August.
  - Sharing courses/programs across campuses outside the normal geographical boundaries of the MAU will require a review by the provost. The "offering campus" will be responsible for the curriculum and instruction and the host campus will only provide space and logistical support. If it makes more sense to use a local instructor, the local instructor would need to be approved by the MAU that delivers the course/program.
  - Campuses desiring to offer a course/program at a campus outside their MAU will need to plan far ahead to develop a cost sharing agreement. If it is determined to be a “substantive change” by accreditation standards, and/or if it will only require NWCCU notification, costs to NWCCU could be incurred and factored into a cost sharing agreement.
- Talis Colberg will now chair CCDC Subcommittee #3, Explore ways to increase campus productivity and cost effectiveness, due to Alan Fugleberg’s October departure.
- Kristen Dau, Chukchi Campus director has resigned and Pete Pinney will serve as the interim.

Future CCDC Meetings
- Jul 11 audioconference-cancelled due to many members on travel or vacation.
- Aug 8 audioconference
<p>| Main Goal                  | Objective                                                                 | Assigned to                          | Due Date      | Tasks to Achieve                                                                 | March Status                                                                                                                                                                                                 | April Status                                                                                                                                                                                                                                                                                                                                 | May 2018                                                                                                                                                                                                 | June 2018                                                                                                                                                                                                 |
|---------------------------|---------------------------------------------------------------------------|--------------------------------------|----------------|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <strong>Launch Data Enhancement</strong> | <strong>Campaign</strong>                                                              | <strong>UA Foundation - Lead: Megan Riebe</strong> | <strong>Apr. 2018</strong>  | <strong>Action 1:</strong> Appoint task force with system-wide representation to discuss data needs and vision for sharing across administrative units, i.e.                                                                 | <strong>Foundation has contracted for an audit of &quot;advancement services&quot; including data systems and processes. We will seek guidance on this issue.</strong>                                                                                                                                                                                                                                                   | <strong>John Taylor visited the Foundation this month and began his assessment. His report is expected by late-July.</strong>                                                                                                                                                                                                                     |
| <strong>UA Philanthropy</strong>       | <strong>Philanthropy Campaign</strong>                                                | <strong>Chair and/or Executive Director Foundation, Chief Fundraiser from each campus.</strong> | <strong>Jan. 2018</strong>   | <strong>Action 1:</strong> Meet with Chancellor and Provost at each campus to identify and discuss near and long-term funding priorities for the campus. Discuss needs and how they fit into the larger UA priorities (re: strategic possibilities). <strong>Action 2:</strong> Develop talking points that articulate the budget status for UA. Look at this from the viewpoint of investors (our donors) and students (heart of our mission). Critically think of what we would say to each group if we were asked: Why UA? Incorporate UA-wide funding needs (see action #1) into the draft talking points. Action 3:** Celebrating/Incentivizing Collaboration. Develop metrics (and incentives!) that encourage and celebrate collaboration amongst alumni relations’ colleagues, fundraisers and deans/directors across the campuses. | <strong>Action 1:</strong> Megan R. will be adding updates to the survey questions started by Doug. <strong>NOTE:</strong> This action will be pursued under the &quot;scholarship fundraising&quot; goal from May on. | <strong>Action 1:</strong> Campuses are moving forward as part of campaign to refine and prioritize funding priorities. <strong>Action 2:</strong> This Council will work with University Relations council after UA budget is finalized by Legislature—hopefully by May 15. <strong>Action 3:</strong> Vanguard staff campaign planning team working on identifying metrics for success as part of campaign. <strong>Action 3:</strong> Vanguard Team met recently and continues to work on this project. | <strong>Action 1:</strong> Susan has met with the President and Chancellors to discuss refining of priorities by University. Chancellors have a slide deck that could be used for this purpose. <strong>Action 2:</strong> UR Council and Vanguard Team to be brought into this conversation. <strong>Action 3:</strong> Vanguard is continuing to hold monthly meetings. Their work on their campaign is continual. The individual teams are also meeting separately. |
| <strong>Sub-Goal:</strong> Measure success beyond dollars raised and number of donors. | <strong>Working with colleagues, develop vision, goals and priorities in the context of the overarching strategic UA priorities.</strong> | <strong>Chair or designee, Alumni Relations</strong> | <strong>March 2018</strong>  | <strong>Action 2:</strong> Develop talking points that articulate the budget status for UA. Look at this from the viewpoint of investors (our donors) and students (heart of our mission). Critically think of what we would say to each group if we were asked: Why UA? Incorporate UA-wide funding needs (see action #1) into the draft talking points. Action 3:** Celebrating/Incentivizing Collaboration. Develop metrics (and incentives!) that encourage and celebrate collaboration amongst alumni relations’ colleagues, fundraisers and deans/directors across the campuses. | <strong>Action 1:</strong> Megan R. will be adding updates to the survey questions started by Doug. <strong>NOTE:</strong> This action will be pursued under the &quot;scholarship fundraising&quot; goal from May on. | <strong>Action 1:</strong> Campuses are moving forward as part of campaign to refine and prioritize funding priorities. <strong>Action 2:</strong> This Council will work with University Relations council after UA budget is finalized by Legislature—hopefully by May 15. <strong>Action 3:</strong> Vanguard staff campaign planning team working on identifying metrics for success as part of campaign. <strong>Action 3:</strong> Vanguard Team met recently and continues to work on this project. | <strong>Action 1:</strong> Susan has met with the President and Chancellors to discuss refining of priorities by University. Chancellors have a slide deck that could be used for this purpose. <strong>Action 2:</strong> UR Council and Vanguard Team to be brought into this conversation. <strong>Action 3:</strong> Vanguard is continuing to hold monthly meetings. Their work on their campaign is continual. The individual teams are also meeting separately. |</p>
<table>
<thead>
<tr>
<th>Scholarship Fundraising Effort</th>
<th>Megan Olson - suggested</th>
<th>N/D</th>
<th>Action 1: Creation of two subgroups: Sub-group 1. Scholarship awarding process Sub-group 2. Scholarship fundraising focus areas</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>A system-wide task force is being formed to address the various aspects of scholarships - from availability of current funds for recruitment and retention, to the needs for improvements to the award process. Saachi Oba is leading the team, with representation from the UA Foundation and all universities.</td>
</tr>
<tr>
<td></td>
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<td>Foundation has completed analysis of existing unrestricted funds that could be used for high-priority scholarships. The system needs to determine what types of scholarships are needed - what types of students are we trying to recruit? Priorities can then be established for use of existing unrestricted funds. How can this council assist in this effort?</td>
</tr>
<tr>
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<td>Action 1: Saachi and his team continue to work on this project.</td>
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<td>Actions 2 &amp; 3: The council's current efforts should focus on outreach and information gathering.</td>
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<td>Action 2: Awaiting completion of Action 2.</td>
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<td></td>
<td>How can this council assist in this effort?</td>
</tr>
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<td></td>
<td>Action 3: Survey work will be continued after Fall 2018 semester starts. The council will focus on other issues due changes in leadership and development/alumni relations staffing.</td>
</tr>
</tbody>
</table>
MINUTES
Tuesday, June 12 – 2:30 to 3:30 p.m.
Audio Conference

Attendance: Susan Foley, Megan Riebe, Lynne Johnson, Emily Drygas, Megan Olson, Jessy Post, Doug Goering (joined near end of meeting)

Leader:
Susan Foley

Action Items:

- Campaign Planning Update - Megan Riebe
  - Campaign Planning Draft Document
    - Vanguard staff team has been continuing their work. Two copies of the campaign plan will be created. One that can be distributed for public viewing and the other that will remain internal. Donor pyramids and dollar goals will not be included in the public draft for the Board of Regents.
    - Megan Olson met with the UAA development team recently and they sketched out what work needed to be done at UAA the next couple of months. They want to have their main priorities decided by end of July. UAA will have a new Chancellor soon and they are working on providing some structure to help transition her into her role.
    - Emily Drygas – mid-June there will be a meeting with the UAF Chancellor and Deans with regards to funding and employment positions (staffing updates). Third week of July is meeting with Chancellor to talk about their priority list.
    - Lynne Johnson. – Prioritization process is complete.

- Work on Scholarship Survey to Deans and Directors - Susan Foley
  - The Council decided to hold off on finalizing the survey until Fall 2018.
  - Megan Olson will provide written input to be included in the next agenda packet for this council, after her meeting with the enrollment and recruitment staff (UAA Marketing group).
  - Jessy Post will provide written input from UAS, also to be included in the next agenda packet.
  - Megan R. should be sent the input collected for the survey.
  - The goal is to circulate this survey by October/November.

Additional Updates:

July Council meeting will be cancelled due to inability to find a date when quorum will be available.

August 14 council meeting will be moved due to Board of Directors meeting. Monica T. will send out a new day and time.

Doug G. will continue working as Dean part-time until late September until UAF finds a new Dean.
Monica T. will set up a phone/in person meeting with Susan F. and/or Megan R. and Karen Markel, new UAA CBPP Dean.

Reminders:

Advancement Resources Training – September 26-27
Consortium Library Room 307
UA Facilities Council June 27, 2018 Meeting Summary

Main Points:
- At the request of President Johnsen at 6/7/18 Summit Team meeting, Facilities Council is preparing for Business Council and VP Rizk an information/discussion item for the September 8, 2018 Board of Regents FLMC meeting regarding university space utilization during this period of reduced student enrollment and reduced employee FTE counts.
- Discussed value of Sightlines contract and whether to renew. Decided to renew.
- Discussed development of a policy regarding impairment during work hours. This will be coordinated with other UA governance groups.
- Brief reports by University Facilities Directors,
  - UAA: Working on short-term (1-2 years) space needs and initiatives. The main need is space for the Alaska Middle-College School opening in September 2018.
  - UAS: Demolishing the newly acquired waterfront building to make room for a new facility.
- Next meetings are Sept 26 and Dec 19.

Facilities Subcommittee Reports

Space Utilization Subcommittee - Chaired by Kim Mahoney (UAA)
This committee last met on May 25, 2018 and next meets on July 13, 2018.

To reduce the need for new facilities, we are coordinating our Space Allocation Standards for New Construction and Major Renewals

1. We are proposing to prepare recommendations on space allocation standards for the system in effort to coordinate and to provide transparent way to justify when addition space maybe needed or to award and celebrate when space economies are achieved.

Status: Each MAU is collecting their informal standards and we are reconciling against each other for recommendation for standardization of space allocation. There are several articles regarding the future of space in higher-ed that indicate the following trends:
  - Dedicated offices for staff and faculty are being exchanged for higher quality flexible work spaces and collaborative work spaces.
  - More and more faculty are finding places like the coffee shop to meet with their students in lieu of office hours.
  - Studies show that typically, offices are under-utilized.
  - Universities are finding innovative ways to incentivize space reductions by colleges (EAB report on space utilization

2. Additionally, we are creating the following measures to be reported thru the Facilities Council to the Business Council.
  - Academic (non-research) Space Utilization (GSF/Student FTE) for each MAU
o Status: Each MAU plans to collect information as reported in Sightlines annually. The target will be their individual peer schools

- Overall density of space (minus research areas) (gsf/student FTE) for each MAU
  o Status: Each MAU plans to collect information as reported in Sightlines annually. The target will be their individual peer schools

- Classroom Utilization (% utilization of classrooms by semester). Recommended targets, according to Sightlines, is 75% for average use with 90% for peak use.
  o Status: Each MAU is pulling data from the last 2 semesters to measure space utilization percentages.

- Track Lease Expenditure trends for the last 5 years graphically showing cost and GSF over time.
  o UAF has completed a spreadsheet showing costs over time. From FY14 to FY18 UAF reduced area in non-UAF facilities by 41% (158,822 to 93,167 GSF), and reduced annual leasing cost by 50% ($1,920K to $962K).
  o From UA’s system report, UAA has compiled GSF report over the last 5 years. UAA is still reconciling this information with records in Banner.

- Track Lease Revenue trends for the last 5 years graphically showing cost and GSF over time.
  o Data is being collected.

3. Draft report for Business Council
   a. We are planning to complete our efforts over the next 6 weeks with a goal of having draft space utilization reports to Business Council for review and comment.

DM/MR Subcommittee – Co-Chaired by Jenny Campbell (UAF) and Kim Mahoney (UAA)

The last meeting was May 30, 2018.

At the April 24th and May 30th meetings, DM/R&R working group discussed the following:
2. Preparing a Facilities Condition Index (FCI) graph for major facilities to include age, GSF and FCI.
3. Considering a way to measure DM in relation to each campus’ GSF.
4. Coordinate how DM is measured and reported for the annual State submittal. Too late to complete this year. Develop for July 2019.

Processes, Procedures and Contracts – Chaired by Jenny Campbell (UAF)

This group has not met since the last report to the Business Council for its 5/29/18 meeting. This group is on hiatus for fiscal year-end close and the summer construction season.

1. Looked at the pros and cons of using cloud-based industry standard contracts from AGC, AIA, etc., versus developing and maintaining UA-specific contracts. Decided to update our UA-specific contracts with a legal review every other year, and develop fillable PDF format.
2. The UA-wide term consultant contracts expire this fall. Will get RFPs out at end of summer.
3. UAA is hiring a new contracts person.
4. UAF to look at vendor contracts, too.
5. The committee is in recess during the busy construction season and will reconvene in September.
IT Council update for Summit Team - July 2018

Assessing Banner 9 Performance:
OIT is coordinating performance testing with project teams to test the baseline version of Banner 9 pages with extensions. While project teams are testing the baseline version of pages, custom pages will be inaccessible via LRGP. This introduces a resource constraint and will prevent project teams from testing custom pages during a coordinated test and prevent Ellucian from accessing LRGP to conduct development activities.

The next step is to coordinate a test with HR and Student teams. FinAid does not make use of baseline pages with extensions and it is unknown whether Finance will participate in this first round of performance testing due to fiscal year end activities. Schedules will be updated based on project team availability and the urgency to schedule a coordinated test will be emphasized.

Initial performance testing is expected to be complete by 8/3/18 allowing the weekend of 8/4 and 8/5 to conduct performance tuning. Project teams will be asked to validate whether performance was improved from 8/6-8/17.

Banner 9 Go-Live Date
While the GFC, Banner stakeholder group has identified February 2019 as a contingency date, the IT Council feels strongly that the October 29, Banner 9 Go-Live be met. Meeting the October 29 date for the upgrade to Banner 9 for the resourcing of other projects sooner.

UA Gateway RFP
The proposals received are undergoing technical review as part of the vendor selection process; next steps include pricing and tradeoff analysis.

Guidelines and Regulation
The Email Administrative Guideline document, vetted in December 2017, and a proposed regulation change regarding access management for university systems and information were provided for President Johnsen’s review.

Scorecard
The scorecard is on vacation for July. In August the IT Council will revisit the scorecard format and work on fiscal year goal setting.
## Banner 9 Upgrade

Green= On Track, Yellow= Issues with Corrective Action, Red= Blocked

<table>
<thead>
<tr>
<th>Major Milestones by Resource</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Resources</td>
<td>User Testing</td>
<td>Pilot (1)</td>
<td>Campus Comm.</td>
<td>Training (1)</td>
<td>Go Live 10/29/18</td>
<td></td>
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<tr>
<td>Financial Aid</td>
<td>User Testing</td>
<td>Performance Testing</td>
<td>Campus Comm.</td>
<td>Training</td>
<td>Go Live 10/29/18</td>
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<tr>
<td>Student</td>
<td>User Testing</td>
<td>Campus Comm.</td>
<td>Training</td>
<td>Go Live 10/29/18</td>
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<tr>
<td>Finance</td>
<td>User Testing (2)</td>
<td>Campus Comm.</td>
<td>Training</td>
<td>Go Live 10/29/18</td>
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<tr>
<td>Ellucian</td>
<td>Provide HR/General/Student/ FinAid Pages</td>
<td>Provide Finance Pages (2)</td>
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<tr>
<td>Application Services (AS)</td>
<td>Configure PREP</td>
<td>Banner 9 Performance (3)</td>
<td>AS Readiness</td>
<td>Go Live 10/29/18</td>
<td></td>
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</table>

## Open Issues

1. **Configuring PREP for Banner 9 Training:**
   HR training data is in the process of being loaded to PREP. Validation is expected to be complete by July 27th, 2018. Training needs and the accompanying timeline will be reassessed shortly thereafter.

2. **Finance Page Testing Schedule is Unknown:**
   Finance is currently testing pages that were delivered the end of June and is unable to identify the number of pages with errors, at this time. It is unknown if the delay in page delivery from Ellucian will impact go live.

3. **Banner 9 Performance Testing is Delayed:**
   End user performance testing for FinAid is occurring on schedule because they do not use baseline pages with extensions. However, performance testing for the Student teams is delayed due to load balancer complications when leveraging SSO to access baseline pages on one server and baseline pages with extensions on another server. Ellucian requested performance testing be conducted this way to determine whether baseline Banner 9 is slow or whether the transformed pages with extensions are slow. If this delay continues, it may also impact HR’s performance testing that is scheduled to begin the week of July 23rd. Banner 9 performance is currently the biggest risk to the 10/29/18 go-live date.

## Milestones

**Recent:**
- All of HR’s pages were approved.

**Upcoming:**
- Ellucian to deliver fixes for pages that failed user testing.
### Research Council Scorecard

**Goal 1: Provide strategic vision and investment priorities for research.**

<table>
<thead>
<tr>
<th>Objective 1.1</th>
<th>Measure</th>
<th>Purpose/ Benefit</th>
<th>Responsible Organization/ Person</th>
<th>Status Key</th>
<th>Comments/Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leverage capabilities and strengths to facilitate coordinate cross University collaborations.</td>
<td># of new cross University proposals that are submitted</td>
<td>Gain efficiencies, capacity building</td>
<td>Research Council</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Facilitate partnerships and collaboration across Universities. Priorities updated annually, listed on website</td>
<td>Facilitate deve of larger projects, capacity building, Leg outreach (Fed and state)</td>
<td></td>
<td>-</td>
<td>AP: Do we have this statistics to report now? CP: BLAST/ Coble PI: UNAC - 500K (submit through VPAAR Office)</td>
</tr>
<tr>
<td></td>
<td># of students working on research projects, # of student authored publications, undergraduate research credit, # of students receiving research financial support</td>
<td>1) Recruitment 2) Retention 3) Workforce deve and broader impact in proposals</td>
<td>Research Council/UAF VCR Office</td>
<td>-</td>
<td>Develop a timeline for server? Who will be the web manager? There cross them to fill in campus VCRs need to collaborate. STEM opportunities/ ADAC/BEI</td>
</tr>
<tr>
<td>Objective 1.2</td>
<td>Identify cross University priorities and areas of potential collaboration</td>
<td></td>
<td></td>
<td></td>
<td>Get list of collaborative projects. annual URSA event and BLAST are collecting some of this at UAF, UAA currently collects this data. UAS - annual Eureka Symposium UAA - no undergrad event yet (in the works)</td>
</tr>
<tr>
<td>Objective 1.3</td>
<td>Engage undergrad and graduate students in research</td>
<td></td>
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</tr>
</tbody>
</table>

**Goal 2: Develop an implementation plan relevant to Strategic Pathways Phase 1 goals for grants and contracts / research administration.**

<table>
<thead>
<tr>
<th>Objective 2.1</th>
<th>Measure</th>
<th>Responsible Organization/ Person</th>
<th>Status Key</th>
<th>Comments/Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conduct Process Identification and Mapping</td>
<td>Assessment Tool</td>
<td>UAF OGCAs Primary and Secondary</td>
<td>-</td>
<td>Assessment was completed. This assessment lead to the creation of the tool being used for 2.2.</td>
</tr>
<tr>
<td>Objective 2.2</td>
<td>Conduct Assessment and Analysis</td>
<td>Review assessment tool for alignment at each university.</td>
<td>UAA/UAS OGCAs</td>
<td>RM - Completed mid March of 2018.</td>
</tr>
<tr>
<td>Objective 2.3</td>
<td>Create plan for enterprise-focused prioritization</td>
<td>On-site meeting scheduled for May 2/3 at UAF. This meeting will include all three campuses grants and contracts leads</td>
<td>UAF OGCAs Primary and Secondary</td>
<td>Next steps is create a plan. Areas will include: Technology (Banner, Oracle), Training, Formate//templates, Goal is to schedule onsite meeting around April 20 2018</td>
</tr>
</tbody>
</table>

**Goal 3: Highlight system wide research expertise and synthesize key accomplishments for communicating to external constituents.**
<table>
<thead>
<tr>
<th>Objective 3.1</th>
<th>Document research lab facilities through UA system and post online</th>
<th>Increase Research Expenditures. Increase Business for UA.</th>
<th>UA VCR / Secondary Research Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective 3.2</td>
<td>Document/compile research expertise/centers throughout UA and post online</td>
<td>Increase Research Expenditures. Increase Business for UA.</td>
<td>AA/Research Office - Layer - Coordinate UA wide</td>
</tr>
<tr>
<td>Objective 3.3</td>
<td>Maintain and grow our network to make UA the choice for State, federal and private entities.</td>
<td>Increase Research Expenditures. Increase Business for UA.</td>
<td></td>
</tr>
<tr>
<td>Objective 3.4</td>
<td>Active advocacy of UA’s research capabilities, capacities and accomplishments.</td>
<td>Increase Research Expenditures. Increase Business for UA.</td>
<td>National Lab Day, AI/PACA</td>
</tr>
</tbody>
</table>

**Goal 4: Identify key contacts in legislature for information dissemination**

<table>
<thead>
<tr>
<th>Objective 4.1</th>
<th>Identify key contacts in legislature for information dissemination</th>
<th>UA Govt Affairs - Build annual &quot;Know your legs&quot; profile ID internal and national level metrics that are needed/wanted. Ensure all campuses are recording the same metrics and reporting in the same fashion. # of disclosures, summary report for UA of this action across campuses Patents, start up businesses, licensing, etc..</th>
<th>UA Govt Affairs Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective 4.2</td>
<td>Identify consistent, clear, and communicable metrics for research spending and activities</td>
<td></td>
<td>UA VCR Offices</td>
</tr>
<tr>
<td>Objective 4.3</td>
<td>Increasing invention disclosures</td>
<td></td>
<td>OIPC/OTT</td>
</tr>
<tr>
<td>Objective 4.4</td>
<td>Increase commercialization of our intellectual property</td>
<td></td>
<td>OIPC/OTT</td>
</tr>
</tbody>
</table>

Note: keep update

UA has completed an experts guide and it was posted and active as of Dec 2017. UA’s and UA’s are having ongoing discussions on the development of expert guides for their campus.

Inventories of UA Institutes and Centers. GI: PIVOT (subscription service)

**ACTIONS:**
- Work with SciComm on this as SciComm has some of the same responsibilities. AK Nat Lab Day effort, BEI DoD effort, DoE/NE effort, working to get more Master Agreements in place
- AP: Work with University relations. Also work with statewide (Miles) for advocacy in Juneau and DC

POC: Miles. Faculty would like to know who needs what and what the "tone" should be. This helps to tailor each message. Targeted materials

Look at American Universities publication to help create a baseline for metrics. Based on HERD survey, identify what existing numbers UA’s and UAA and UAS already have as a starting point.

Contact Gwen/Mark/Holena to gather info

Example: Lean Launch Workshop
Adopt a unified business model that embraces operational effectiveness through efficiency, accountability, transparency and responsiveness to the needs of the campus communities and the external partners with which they do business.

<table>
<thead>
<tr>
<th>What Do We Plan to Accomplish?</th>
<th>What Are the Focus Areas?</th>
<th>What Are the Measureable Outcomes?</th>
<th>Updates</th>
</tr>
</thead>
</table>
| **TASK #1: Unified Forms/Documents/Templates** | • Routing Form  
• Match/Cost Share Form  
• Award Request (AwaRe) Form  
• Pre-Award Spending/Advanced Approval (PASAA) Form | • All 3 MAUs using the same forms to capture data*  
*Exception is AwaRe form, UAS unlikely to use | |
| **TASK #2: Unified Trainings/Educational Outreach** | • What is Research Administration?  
• Uniform Guidance Overview  
• Effort Reporting/Certification (2 CFR 200.430) | • Standardized delivery and content of the selected topic areas | |
| **TASK #3: Metrics/Data/Technology** | • Banner 9: Consistent usage of screens, fields, and data.  
• Banner 9: Consolidated needs/gaps list for Statewide Finance/OIT | • Meeting with SW regarding focus areas, with definitive design and implementation plan | |
| **TASK #4: Shared Contract and Agreement Knowledge Base** | • Master Service Agreement and Other Agreement Templates  
• Unified contract/agreement language reference guide | • Network-based, shared repository of templates and reference guide | |
| **TASK #5: Standing Grant and Contract Leadership Meetings** | • Monthly meetings to discuss current local and national trends, policies, procedures, and other issues, plus progress updates  
• Annual face-to-face meeting, with rotating campus locations | • Established, monthly meetings on second Tuesday of each month, with rotating MAU lead  
• Updated prioritization plan for next fiscal year | • First monthly meeting: July 10, 2018 (UA lead) |
Student Services Council (SSC) Scorecard (June, 2018)

The mission of the UA Student Services Council (SSC) is to foster a student-centric experience through the collaborative development and periodic review of university policies, programs, and practices. The SSC will provide recommendations to UA leadership including the President, Board of Regents, Summit Team, Academic Council and other councils.

<table>
<thead>
<tr>
<th>POLICY / REGULATION REVIEW</th>
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<tbody>
<tr>
<td>Mtg.</td>
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<tr>
<td>6/27-28/2018</td>
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7/09/18 | Alcohol and Drug policy discussion with Regent Anderson | BOR Policy | Pres. Johnsen asked AVP Oba to facilitate a conversation with Regent Anderson following the June BOR Retreat | Following the June Board retreat, President Johnson asked Saichi to call Regent Anderson to address his remaining concerns regarding alcohol policy. After speaking with Regent Anderson twice in June, it was agreed to set up a meeting in which all the VC’s, Saichi and Regent Anderson could participate. Regent Anderson also had questions about alcohol and drug policy with regard to employees. Keil McGee was invited but had a family matter come up so in her place, Geoff Bacon attended. Alcohol has been discussed three times with the BOR since May 2016: 1. May 2016 to ASA subcommittee – discussion of system-wide policies (high level focus.) 2. January 2018 in a Title IX committee meeting with General Counsel – also system level policies. 3. March 2018 full Board meeting – all 3 VCs presented on campus-specific policies and procedures, and looked at where we aligned system-wide. Regent Anderson clarified that he doesn’t want to completely abolish alcohol from campuses – his primary concern is that “UA does all that it can to create a safe environment, and to be ahead of the game so as to not have any issues similar to Title IX compliance.” Regent Anderson also stressed his concern about alcohol and drug use at remote sites or field camps. (UAF is working on a field camp policy.) | Sept. 2018

| Strategic Pathways: Pursue consolidation of tasks among the universities and Statewide |

| Process to Improve online services | Oba, Schultz, Olsen, Ciri, Nelson, Fitts, Knabe, Musick, Gallant, Kreta, Woodley, Lawlor, Gering, Hegel, Free, Conroy, deZeeuw, Itchoak | Group is charged with recommending improvements to online enrollment services. | RFP for UA Gateway closed on June 18, two offers were received. Scoring team had until July 13 to return technical scores to John Hebard. His review would begin on July 16. Scoring team to meet with John on July 16 to discuss what vendor could be selected based on technical scores and vendor bid. | 12/1/18

| Other Items |

<table>
<thead>
<tr>
<th>Priority</th>
<th>Topic/Title</th>
<th>Owner(s)</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>High</td>
<td>EAB Implementation</td>
<td>Carey, Fitts, Lampman, Oba</td>
<td>All three Universities now in production mode - official roll out to advising communities will likely follow the EAB site visits slated for mid to late August. UAF visit Aug. 17; UAS and UAA visits Aug. 21-22;</td>
<td>Fall 2018</td>
</tr>
<tr>
<td>High</td>
<td>Success for Students of Color</td>
<td>SSC - Oba, Schultz, Nelson, Champagne</td>
<td>Success for Students of Color</td>
<td>The SSC continues to explore a more systemic and institutionalized approach to help students of color...and specifically about what's happening with male students of color. Keith Champagne was introduced (by VC Schultz) to Andre Thorn, UAA's Director of the UAA Multicultural Center to learn about Andre and UAA have been doing to support students of color. Keith is also working with VC Nelson at UAS to understand more fully what is also occurring on the UAS campus. Keith was able to meet with about 30 males of color at the end of the spring term at UAF in which the group expressed an interest in the Brother to Brother chapter in association with the national office in Toledo Ohio led by Tyron Bledsoe.</td>
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<tr>
<td>High</td>
<td>UA Alumni/Graduate Survey for 2018</td>
<td>Student Services Council, Academic Council, Alumni Directors, PR Council</td>
<td>UA Alumni / Graduate Survey for the class of 2018</td>
<td>McDowell Group will conduct an online survey of University of Alaska graduates in September of 2018. (This will represent the first time the survey has been conducted since 2014. Prior to 2014, annual surveys were conducted between 2006 and 2012.) The survey population would include all students who had received any type of degree in summer 2017, winter 2017, or spring 2018. The survey would be modeled on the 2014 survey (also conducted by McDowell Group). They will work closely with UA staff to incorporate current areas of interest and findings from our recent UA market research.</td>
</tr>
<tr>
<td>High</td>
<td>ACE/NASH Leadership Academy</td>
<td>Oba, Nelson, Champagne, Lampman, Hoferkamp</td>
<td>UA Team selected to attend the ACE/NASH Academy for Student Success</td>
<td>Group meeting on July 13 to continue planning for fall UA Student Success Convening.</td>
</tr>
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UNIVERSITY OF ALASKA
SUMMIT TEAM MEETING REPORT

July 19, 2018

STRATEGIC PATHWAYS UPDATE:
TEACHER EDUCATION & EDUCATIONAL LEADERSHIP

• Dr. Steve Atwater began his new role as Executive Dean of AKCOE effective July 1, 2018; he reports to Chancellor Caulfield. His office phone is (907) 796-6551.

• A major task of the UA Teacher Education Council in the coming year will be developing a UA Teacher Education Strategic Plan 2018-2025. Executive Dean Atwater has scheduled an all-day face-to-face meeting with Council members on September 7, 2018 in Anchorage to lay the groundwork for this Plan. It will include analysis of demand for new teachers and educational leaders, assessment of current UA capabilities, identification of metrics, strategies for expanding partnerships, and development of shared strategies and action steps. The Council will continue to meet biweekly through the academic year to formalize the Plan and action steps.

• One of the eight faculty proposals funded this year from the UNAC Faculty Initiative Fund is a system-wide collaboration focusing on “Culturally Responsive Professional Schools for Alaska.” The PI on the funded proposal is Dr. Scott Christian (UAS) along with co-investigators Dr. Ute Kaden (UAF) and Dr. Jonathan Bartels (UAA).

The proposal focuses on four goals: 1) establish a statewide planning team of P-12 administrators and teachers (urban and rural), faculty, Alaska Native educators, and representatives from DEED to develop a plan for establishing three secondary professional schools in Alaska; 2) develop a mechanism for UAA, UAF, and UAS to place student teachers in all three schools, while offering innovative and contextualized professional development for in-service teachers; 3) develop a P-20 network of professional schools, eventually offering opportunities for elementary, special education, and education leadership students and in-service educators; and 4) provide opportunities for structured case studies to address CAEP Standard IV: “provider demonstrates the impact of its completers on P-12 student learning and development” as well as other research projects identified by the P-12 and university partners.
University Relations Council Update
As of 7/11/18

The University Relations Council met on June 28th. Below is an update on its work in the following areas:

Advocacy
After the January 2018 Leadership Workshop, one of the follow up projects was to have a university lead from each campus communicate about advocacy efforts as part of our goal to expand advocacy from just during the legislative session to year-round. The idea is that the UR Council could discuss the updates monthly, then Michelle Rizk will give an update to Summit Team. The project hasn’t fully gotten off the ground and is in the process of starting up again. A leadership workshop is set for November 15th that will continue the year-round outreach effort we started last year to engage stakeholders, policymakers and the broader public in support of the university’s mission, strategic goals and legislative priorities.

FOIA/public salary data requests
A working group of representatives from PR, HR, Audit and General Counsel met on July 10 and discussed the possibility of posting public salary data online, how to adequately inform employees, and how to best track requests. HR needs to discuss these options internally and the group will reconvene in mid-August to discuss updates from HR, employee notification language and next steps. The group will discuss general FOIA requests at a later date, since that is a broader issue.

Campus free speech
A planning group will start to meet in late July/early August to plan the calendar of events including campus events.

Strategic Pathways
Council members discussed which items already exist under the Strategic Pathways report “Other opportunities for change” that they could focus efforts on over the next year and are considering the following:

• Training opportunities (either at each campus or system):
  o New hires could shadow University Relations/Advancement (or the equivalent) to meet people, get acquainted with processes
  o Should look into resources that may be helpful to communicators – it would be helpful to have a broad menu that staff and supervisors could choose from
  o The UR Council could serve as a resource to provide recommendations to deans and directors of what courses/resources would be helpful to their unit comms staff (proactive outreach)
  o Could broaden university Experts Guides to include people who are communications experts
  o Council members decided to focus on this priority for training opportunities first: encourage roundtables for people with similar jobs to bounce ideas off each
other/share problems and solutions (web designers, writers, graphic designers), could be systemwide and/or campus based

- **Advocacy**
  - Continue year-long advocacy and communication efforts

- **Logo and branding consistency**
  - Logo: In general logo use is standardized however, there are some issues that still come up from time to time that are being addressed individually.
  - Branding: Some of the universities and Statewide are approaching the need to start thinking about a brand refresh. Idea could be to have a systemwide approach to rebranding, in terms of figuring out what our UA identity as a whole is, as opposed to the universities. Could be helpful to position and market all the universities and serve as a foundation for the upcoming fundraising campaign & other initiatives. This idea is still in the early stages but we are considering forming a subgroup to discuss this issue more in-depth.
<table>
<thead>
<tr>
<th>Project:</th>
<th>Assigned to:</th>
<th>Objective:</th>
<th>Details:</th>
<th>July status:</th>
</tr>
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<tbody>
<tr>
<td>Training opportunities</td>
<td>TBD</td>
<td>Promote collaboration between communications staff, increase opportunities for professional development</td>
<td>This is a new council project as of June. Council will begin discussions in July on creating a roundtable series of events for people with similar jobs to bounce ideas off each other/share problems and solutions. This may be a systemwide and/or campus based initiative.</td>
<td>Ongoing - Discussions will begin at July meeting</td>
</tr>
<tr>
<td>Advocacy project</td>
<td>All</td>
<td>Encourage advocacy as a year-round effort</td>
<td>After the January 2018 Leadership Workshop, one of the follow up projects was to have a university lead from each campus communicate about advocacy efforts. UR Council will discuss the updates monthly, then Michelle Rizk will give an update to Summit Team. The project hasn’t fully gotten off the ground and is in the process of starting up again. Another leadership workshop is scheduled for Nov. 15.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>FOIA/public salary data requests</td>
<td>Working group with reps. from PP, HR, Audit, General Counsel</td>
<td>Reduce staff time spent on individual salary data requests</td>
<td>Working group met on July 10 and discussed possibility of posting salary data online, how to adequately inform employees, and how to best track requests. HR needs to discuss these options internally and the group will reconvene in mid-August to discuss updates from HR, employee notification language and next steps. The group will discuss general FOIA requests at a later date.</td>
<td>Ongoing - working group will meet again in mid-August.</td>
</tr>
<tr>
<td>Campus free speech</td>
<td>Robbie Graham (and planning group)</td>
<td>Create series of events to take place statewide during AY18-19 focused on campus free speech &amp; related topics</td>
<td>A planning group, with UR Council representatives, will begin to meet in late July/early August to plan the calendar of events.</td>
<td>First planning group meeting will take place week of July 30.</td>
</tr>
<tr>
<td>Logo &amp; branding consistency</td>
<td>All</td>
<td>Encourage consistent logo use, determine whether systemwide approach to brand refresh is possible/desirable</td>
<td><strong>Logo</strong>: In general logo use is standardized, however, there are some issues that still come up from time to time that are being addressed individually. <strong>Branding</strong>: Some of the universities and Statewide are approaching the need to start thinking about a brand refresh. Idea could be to have a systemwide approach to rebranding, in terms of figuring out what our UA identity as a whole is as opposed to the universities. This idea is still in the early stages but we are considering forming a subgroup to discuss. This issue more in-depth.</td>
<td>Ongoing - will be discussed at July meeting</td>
</tr>
<tr>
<td>Messaging guidelines protocol</td>
<td>PR Council</td>
<td>Increase alignment, improve communications</td>
<td>UR Council has been asked to provide recommendations on guidelines for systemwide messaging protocol. This project was assigned to the PR Council, no new update in June.</td>
<td>Ongoing</td>
</tr>
</tbody>
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### Completed Projects/Initiatives

<table>
<thead>
<tr>
<th>Draft UR Council Charter</th>
<th></th>
<th>Charter includes mission, scope, goals, etc.</th>
<th>Sent to President/Summit Team 9/11</th>
</tr>
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<tbody>
<tr>
<td><strong>Strategic Pathways directives</strong></td>
<td></td>
<td>Establish/provide status of PR Councils at each university, perform communications needs assessment</td>
<td>PR council status sent to President/Summit Team 9/11, communications needs assessment project was cancelled.</td>
</tr>
</tbody>
</table>