



September 6, 2024

## Provost

### **Our Structures, and How They Shape Our Work**

In the spirit of the UAA Faculty Senate's theme of *Transparency*, we're focusing this month on sharing information about how our work is organized, and attempting to bring clarity to questions of "who does what" within the Office of the Provost.

The Provost is one of four Vice Chancellor positions at UAA. Collectively with the Chancellor, we form the [UAA Executive Council](#). We meet weekly to set the broad agenda and strategies for how the University achieves its mission and strategic goals. The [UAA Chancellor's Cabinet](#) is a larger group that includes the Executive Council along with several other key university managers.

As Provost, I have organized our offices into 3 primary divisions or units – [Academic Affairs and Institutional Effectiveness](#), [Student Success](#), and [Faculty Success](#). Each of these areas is led by a Vice Provost or Senior Vice Provost; you can read more about their areas and what they do in their sections, below. Here is a link to our [Organizational Chart](#).

Much of my work as Provost is carried out through my leadership of 3 regular Councils: the [Provost's Council, the Dean's Council, and the Community Campus Directors' Council of UAA](#). Collectively, these 3 councils ensure alignment, enhance communication across units, work collaboratively to solve problems, develop policies or processes, and provide input on key decisions relating to academic matters.

Within UAA, I convene the [Online Learning Council](#), along with key faculty, staff, and administrators, and I co-chair both [CPAB](#) and the [Strategic Enrollment Management](#) efforts.

Within the UA System, myself and UAA's accreditation liaison officer, (currently Sr. Vice Provost Kalina) participate in a weekly meeting with Vice President Layer and the Provosts and ALOs of UAS and UAF. Also, along with VCR Dotson, I help represent UAA on the Alaska State Committee for Research, or [SCoR](#).

When folks outside of the University ask me what a Provost does, I reply that I meet (a lot) and sign things. There are certainly days that it feels like that is my role! But broadly, my job is to serve as the Chief Academic Officer, leading and directing the efforts of all Colleges, all Campuses, and all academic support units. I also spend significant efforts on establishing and maintaining key external relationships (examples include my service on the [ASD Academies Steering Committee](#), the [Investor's Council of AEDC](#), and [the WICHE Academic Leadership Forum](#)).

Please direct questions or comments to the Provost ([uaa\\_provost@alaska.edu](mailto:uaa_provost@alaska.edu)).

## Academic Affairs and Institutional Effectiveness

The functional area of Academic Affairs and Institutional Effectiveness integrates two related but also distinct roles.

### **Academic Affairs**

Academic Affairs supports the provost in their work relating to academic planning, evaluation, and improvement processes, such as for [curriculum](#), [new programs](#), [academic policy](#), [Program Student Learning Outcomes Assessment](#) and [Program Review](#), and supports the colleges in tracking and managing their external quality improvement processes, such as for [specialized accreditation](#). The senior operations specialist for academic processes is on speed dial for many offices and individuals!

A newer area is the ever changing landscape of the regulatory world, with the academic compliance specialist assisting with things like [State Authorization](#), new regulations around [programs leading to licensure](#), and affiliation and other institutional-level academic agreements.

Academic Affairs also plays a role in dual enrollment. This ranges from facilitating the formal agreements with the districts, supporting common practices across all UAA campuses, and facilitating the faculty evaluation of high school Career and Technical Education courses for articulation to UAA courses. The Assistant Vice Provost for CTE Prior Learning, Dual Enrollment, and Continuing Studies works across all campuses, and has been charged in particular to represent UAA on specific working groups to create pathways to UAA from the new ASD academies. We also have a portion of time from an amazing communications staff member in the Community and Technical College, who is helping to design a Dual Enrollment website. Finally, the [Alaska Middle College School](#) recently started to report to the AVP, and we are looking forward to supporting this critical program to do its amazing work.

The newest position in Academic Affairs is the academic concierge, who supports all UAA students ---who face an academic problem, concern, or roadblock that is complex, crosses multiple offices, and/or represents opportunities for the institution to review and possibly improve its policies and processes. In particular, the academic concierge works with students close to graduation. They work with many offices across all campuses, including Advising, the Registrar, Financial Aid, the Dean of Students, and the Bursar, among other offices. They also serve on the Dean of Students Care Team, and facilitate the petition process for institutional-level academic petitions.

[Education Abroad](#) reports to Academic Affairs. The Education Abroad coordinator would welcome any questions faculty have about the many opportunities available for UAA students to study, participate in an internship, or conduct research abroad through our third-party providers, as well as a small number of direct student exchanges.

The Senior Vice Provost serves as an *Ex Officio* member of the Undergraduate Academic Board, the Faculty Senate Academic Assessment Committee, and the Campus Planning Advisory Board, among other groups.

### **Institutional Effectiveness**

Institutional Effectiveness supports UAA leadership by helping to frame and report the university's overall progress in reaching its strategic goals, including mission fulfillment for institutional accreditation. The [Office of Institutional Research](#) is an integral part of institutional effectiveness, and faculty will want to visit the redesigned IR website for a wealth of information, including the results of the inaugural UAA Graduate Exit Surveys, under the [Progress on Mission Fulfillment](#) link.

Finally, institutional accreditation falls under both Academic Affairs and Institutional Effectiveness. We are excited to share that the [Year 6 Policies, Regulations, and Finances Review \(PRFR\)](#) report is now posted on the [NWCCU Reports and Responses](#) website.

Please direct questions to Senior Vice Provost Susan Kalina ([smkalina@alaska.edu](mailto:smkalina@alaska.edu)).

### **Student Success Report**

The Office of Student Success (OSS) team reports to the Interim Vice Provost for Student Success. OSS supports the work of the Provost in student academic success, persistence, and retention. There are several key areas of OSS, including [Academic Advising](#), [the Learning Commons](#), [Navigate360](#) (which faculty can use to submit their Progress Reports/Early Alerts and to connect students with resources across campus),

[Course Placement](#), and [Textbook Affordability Initiatives](#). All of these activities help us to put students first and to provide them with resources to aid them on their journeys.

We have embedded Navigate into the Learning Commons to help better track the academic success of students using our tutoring and (our newly returned) academic coaching services. Academic Advising and the Learning Commons and our Director of Student Success Initiatives Strategy & Assessment are collaborating on Title III Grant Activities, such as peer-to-peer mentoring, in order to lower DFW rates, particularly in gateway courses.

The Interim Vice Provost for Student Success Ray Ball also co-chairs the SEM Plan Recruitment & Retention Committee alongside Interim Associate Vice Chancellor Craig Mead. This coming semester, this committee is focused on several major initiatives. One is to redesign our in-state recruitment plan. We are also working to improve our scholarship incentives and to pilot two microgrants for UAA students: one focused on help for financial holds and the other focused on academic supports and student success.

The Interim Vice Provost for Student Success also serves as the Interim Dean of the [University Honors College](#). We admitted approximately 60 students to the Honors College between March and August! We also graduated our first Honors Associate this summer! If you are interested in teaching an Honors section of a GER course for the upcoming spring semester, please contact the Chair of the Honors Academic Board, Dr. Martha Amore ([mjamore@alaska.edu](mailto:mjamore@alaska.edu)) or the Interim Dean ([rball11@alaska.edu](mailto:rball11@alaska.edu)). We strive to meet our students' needs with a mix of offerings and of course modalities. This year the Office of Student Success and the Honors College will host the annual Undergraduate Research & Creative Scholarship Showcase in April. We are also working closely with the colleagues in Academic Affairs and Faculty Success and the Colleges on projects related to Internships and our Carnegie Reclassification as a Community Engaged university.

Please direct any questions to Interim Vice Provost, Student Success Ray Ball ([rball11@alaska.edu](mailto:rball11@alaska.edu)).

## Faculty Success Report

[Faculty Development & Instructional Support](#) (FD&IS) reports to the Interim Vice Provost for Faculty Success. FD&IS provides professional development opportunities, broadly supports faculty in their course, and helps faculty cultivate community engagement and student learning across UAA. Faculty Success is home to the

Instruction Design team, the Center for Advancing Faculty Excellence (CAFE), and the Center for Community Engagement & Learning (CCEL).

[Instructional Design](#) assists faculty with best practices in course and curriculum design, use of our learning management system Blackboard, the conversion of courses to Blackboard Ultra, training for teaching online with no set time (TONST), using learning technologies to meet course goals, meeting accessibility requirements, Honorlock exam proctoring, and media production.

CAFE provides professional development resources through a range of workshops and programming. This includes New Faculty Orientation (NFO), Fall and Winter Teaching Academies (FTAWTA), a series for new and junior faculty (Headwaters), support for faculty learning communities and initiatives, and support for eWolf ePortfolio. CAFE is advised by the CAFE Advisory Council, and this year CAFE will be focusing on college-level promotion and tenure training and a professional development series specific to mid-career faculty (Confluence). Finally, CAFE recognizes outstanding faculty performances through peer-driven awards.

[CCEL](#) serves as the intersection of student learning, faculty research and creative activity, and community engagement. Since 2006, UAA has been recognized by the Carnegie Foundation for the Advancement of Teaching as a Community Engaged Institution. UAA uses the Carnegie Foundation's definition of community engagement for our work with communities: "Community Engagement describes the collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity." CCEL leadership will be conducting an institutional survey of community engaged activities across our campuses this fall in preparation for renewing our Carnegie recognition.

[Our offices can be reached here](#). Please direct questions to Interim Vice Provost Colin McGill ([cmmcgill@alaska.edu](mailto:cmmcgill@alaska.edu)).