

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 process

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 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)).

[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-

