University of Idaho  
FACULTY COUNCIL MINUTES  
2001-2002 Meeting #4, Tuesday, September 25, 2001

Present: Smelser (chair), Bitterwolf (vice-chair), Chandler, Chun, Dickinson, Fairchild, Haggart (w/o vote), Lillard, McCaffrey, McClure, Meier, Murray, Nelson, Norby, Olson, Pikowsky, Pitcher (w/o vote), Wagner  
Absent: Goodwin, Guenthner, Hong, Kraut, Nielsen, Thompson  
Observers: 4

Call to Order. A quorum being present, Faculty Council Chair, Professor Ronald Smelser, called the meeting to order at 3:35 p.m. in the Brink Hall Faculty Lounge.

Minutes. The council accepted the minutes of the September 18, 2001, meeting as distributed.

Chair’s Report. Chair Smelser made the following announcements and requests:
- announced the delivery of the letter from the Faculty Council which recognized Idaho State University’s centennial to the ISU Faculty Senate President, who was most appreciative of our thoughtfulness
- requested that council members notify him of individual faculty member’s contributions that “help” the state of Idaho – contributions that can be referenced when he and the other faculty leaders meet with the governor later this week
- announced an opportunity for the faculty to get involved in activities leading to contributions to the Red Cross relief fund for New York City and the Pentagon – details will be provided at the next meeting

Vandal Pride Day. Councilor Kaycee Murray announced to the council that Friday (September 28th) is Vandal Pride Day. She asked faculty members to encourage their students to wear Vandal “gear” on Friday. Murray also asked council members to follow the students’ lead and join them in their efforts to boost Vandal pride in anticipation of the B.S.U. football game.

Provost’s Report. Provost Brian Pitcher reported to the council:
- the SBOE/Regents approved the U of Idaho’s short-term plan for handling the 2% state funding holdback (see last week’s minutes for details) – the board will consider the long-range budget plan calling for a 1% cut in base budgets in conjunction with 1% reallocation in matriculation fees in the spring
- the SBOE/Regents approved a budget supplement of $165,000 for security measures in the Ag-Biotech building and agreed to hear requests from all institutions concerning shortfalls in utility budgets
- the SBOE/Regents “opened the door” for the U of Idaho to submit a plan for differential fees, but university officials want to make sure that differential fees will help build “quality” programs and they also wish to discuss the issue with U of Idaho constituencies before submitting any plans to the board
- the next “leadership luncheon” will specifically address the changing economic picture in the state of Idaho
- the move of university calendar items to the new “Idaho Today” web site that is devoted to providing the university community with an up-to-date calendar of events, instead of the “DDD” email distribution list
- the dedication of the new Ag-Biotech building in connection with Dad’s Weekend at the U of Idaho
- several upcoming lectures and seminars – including the Bellwood Lecture by former US Attorney General Janet Reno on October 2nd

In connection with the item about the “Idaho Today” web site, Councilor Meier suggested that the university provide a streaming headline system for that web site so announcements of vital importance to the university community can be prominently displayed. Pitcher indicated that the headline system was an excellent idea and that he would pass that suggestion on to the people that maintain the U of Idaho web pages. Provost Pitcher further commented that the events of September 11th had provided a lot of valuable lessons for the university in the handling of crisis situations. He indicated that “crisis” procedures would be reviewed and updated in light of those experiences.

Report From the University Curriculum Committee. The University Curriculum Committee sent six items as seconded motions for consideration by the Faculty Council. University Registrar Reta Pikowsky, ably assisted by Wileen Anderson provided the council with background information, regulations’ history and intent, and interpretation during the discussion of each proposed change in the U of Idaho catalog. The changes are the result of her office working closely with the associate deans last summer to identify regulations in need of revisions and updating. The full text of all agenda items is always available at the Faculty Council web site [www.its.uidaho.edu/facultycouncil] or can be inspected at the Faculty Secretary’s Office.

FC-02-003 – Changes in Regulation D-2 – Credit Load Limitations. Changes to Regulation D-2 are being proposed for reasons of clarity and in an effort to obtain consistency in enforcement. It was noted that credits being translated simply into classroom (“seat time”) hours is no longer the standard – it should be evaluated by calculating student effort (hours) in a variety of activities, depending on the nature and delivery method of the course.
D-2. Credit-Load Limitations. (Also see J-5.) The maximum loads specified below include credits for which the student is concurrently registered at other institutions (e.g., Washington State University and Lewis Clark State College).

D-2-a. Regular Semester Fall and Spring Semester, and Summer Session.

(1) During the Fall and Spring, an undergraduate student may register for no more than 20 credits in a semester. This number may be increased to 22 with specific written approval by his or her academic dean. Registration for more than 22 credits (except for students enrolled in the WWAMI Medical Education Program) is permitted only on approval of a petition to the Academic Petitions Committee (petition forms are available in deans' offices). During the Summer Session, an undergraduate student may register for no more than 18 credits. See the College of Graduate Studies section of part 4 for the credit limitation for a graduate student who is not a graduate assistant.

(2) Registration for courses with conflicting or overlapping meeting times is prohibited unless allowed only with the approval of the instructor of each affected course agrees in writing to the conflict. Each instructor must sign an add form with the statement that he or she has approved the conflicting or overlapping meeting times and the student must submit the add form to the Registrar's Office.

Section D-2-b is eliminated - other sections have been renumbered and section D-2-e added.

D-2-e. Under Idaho State law, eligible high school students are given the opportunity to enroll in University of Idaho undergraduate courses and receive both college credit and credit towards high school graduation while still enrolled in high school. The number of credits for which a dual enrollment student may register in a given semester is determined by the high school counselor who must sign the enrollment form. However, the credit load limitations that apply to undergraduate students also apply to dual enrollment students.

After a brief discussion, FC-02-003 was adopted by unanimous voice vote.

FC-02-004 – Changes in Regulation L-9 – Fresh Start. Regulation L-9-a is being updated to reflect current practice and to reinforce the original intent of this regulation. Matriculation at other institutions is not always apparent from a students' transcript. Regulation L-9-c is being updated because it does not properly address the current repeat policy.

L-9-a. To qualify for a Fresh Start, students (1) must not have been enrolled in any college or university as a full-time matriculated student at least the five years immediately before applying for the program, (2) must have a UI cumulative GPA of less than 2.00, and (3) must be approved for the program by the college that administers the academic program they wish to pursue.

L-9-c. Students in the Fresh Start Program will be allowed a maximum of six credits of "W" during the first two semesters after admission to the program. If the Fresh Start is successfully completed, the count for the 20-credit limit on withdrawals (see C-2) will be reset to zero as of the time of admission to the Fresh Start Program. Also upon admission to the Fresh Start Program, the count for the 20-credit limit on repeated grades (see E-5-c) will be reset to zero.

The council engaged in a far ranging discussion of these proposed changes. The main concerns were:
- the new regulation is too constraining – needs flexibility – not allowing a student to take any course at any institution in five years seems unfair, even if the student can petition special circumstances
- the wording “immediately before applying” in section L-9-a does not seem necessary – deleting those words provides flexibility, but keeps the intent of the regulation
- gpa limitations do not seem fair to the “average” student who may want a “fresh start” – suggest striking item #2 in L-9-a and not have a gpa requirement at all
- it should be made clear in the regulation that “fresh start” is a one time only opportunity
- there should be no restrictions on who can apply for a “fresh start”
- other institutions are not as generous as the U of Idaho – most do not allow students to keep any credits – they start from zero
- there are implications regarding repeating courses in this regulation that need to be considered

The consensus of the council was to return FC-02-004 to the University Curriculum Committee for further study and revision in light of the council discussion.
FC-02-005 – Changes in Regulation K-1 – Graduation With Honors. The changes are being proposed because under the current regulation, students enrolled at the branch campuses have difficulty meeting the 56 UI credit requirements for academic honors at graduation. Many of these are transfer students whose UI and overall GPA’s meet the GPA criteria for honors. However, because they do not have 56 UI credits they cannot graduate with honors. The goal of this revised regulation is to maintain the standard for academic honors while providing the opportunity to recognize off-campus students who have consistently been honors students throughout their academic career. Also, changes are being proposed to clarify this regulation by deleting the reference to student exchange programs. Grades for a student’s exchange program are recorded as transfer work, which are not included in the UI GPA. Reference to 88 credits in law is being deleted to simplify the regulation. All law students must have at least 88 credits in Law to graduate.

K-1. Graduation with Honors. Candidates for baccalaureate degrees are graduated with honors if they satisfy ONE of the following conditions:

1) Their cumulative UI grade-point averages are as specified in K-1-a, K-1-b, or K-1-c and they have earned at least 56 credits in University of Idaho courses OR

2) Both their cumulative UI grade-point averages AND their grade-point average from all sources (the overall GPA on Banner) are as specified in K-1-a, K-1-b, or K-1-c, and they have earned at least 32 credits in University of Idaho courses.

No credits earned through independent study, bypassed courses, credit by examination, College Level Examination Program, or technical competence may be counted among the 56 or 32 credits. With prior approval by the student’s academic dean, credits earned in special programs, such as study abroad and student exchange programs may be counted. Candidates for the degree of Juris Doctor are graduated with honors under the same conditions, except that at least 88 credits in law courses are required and the grade-point average considered is based exclusively on the student’s record in the College of Law. Honors are not awarded with degrees earned through the College of Graduate Studies.

After a brief discussion, FC-02-005 was adopted by unanimous voice vote.

FC-02-006 – Changes in Regulation J-6 – Assignment of Curricular Requirements (Catalog Issue). The changes to Regulation J-6 (Assignment of Curricular Requirements) are being proposed for the following reasons:

- removal of the sentence allowing students to use past catalog issues (as long as they were degree-seeking at another university). Students should enter the UI under the curriculum effective at that time
- to inform students who have been away for over two years that they must be “re-admitted” in order to register and that the catalog dated closest to the date of readmission will be their beginning catalog
- to add another sentence to clarify how long a student can use the degree requirements of a catalog issue – the proposed regulation tries to clarify that the catalog itself is active for 7 years – once the 7 years are up, the catalog expires and the student must choose an active catalog – a catalog becomes effective at the start of each summer session.

J-6. Assignment of Curricular Requirements (Catalog Issue). In addition to fulfilling the general university requirements for degrees, candidates for baccalaureate degrees must satisfy the particular requirements specified for their curricula. The pertinent requirements are those contained in the UI catalog issue that was in effect at the time of, or subsequent to, the candidate's admission or re-admission enrollment as a degree-seeking student at UI or another institution accredited by one of the regional agencies, such as the Northwest Association of Schools and Colleges. In any case, the catalog issue designated must have been in effect within seven years of the date on which the candidate is to receive the degree. [as edited]

During the discussion of this item it was noted that there are special regulations regarding those students who are called away for military duty. It was also pointed out that students can petition any university regulation. A final discussion point was that an “expiration date” needs to be included on each catalog. A side discussion noted the need for explicit language for the approval of study plans for graduate students. That suggestion will be forwarded to the Graduate Council for consideration.

A wording change was suggested in the form of an editorial change. The word “admission and re-admission” was added in place of the word “enrollment” in the fifth sentence and it was decided to strike a proposed new sentence following the deleted material to the old regulation. FC-02-006 was adopted (as editorially changed) by unanimous voice vote.

FC-02-007 – Changes Regulation O-3 and O-4 – Assignment of Curricular Requirements Application for Degrees and Commencement. The changes to Regulations O-3 and O-4 are being proposed to help identify graduating students earlier so that deficiencies can be identified and corrected within a reasonable time frame. That time frame adjustment would also apply to the advising, the degree application process, and the transmittal of commencement information.
O-3. Application for Degrees. In the semester preceding the completion of degree requirements, candidates for degrees must at the beginning of the last semester or summer session in residence, pay the diploma fee (graduate students may also need to pay a binding and microfilming fee) and file an application with the dean of the division college through which the degree is offered. If two degrees are to be received concurrently, separate applications must be filed with the dean(s) of the division college(s) concerned. The application must be filed with the dean after the diploma, binding, and microfilming fees have been paid at the Student Accounts/Cashiers Office. (See “Fees and Expenses” in part 2.) The last day for filing applications for degrees is the beginning of the third week of the semester or the beginning of the second week of summer session. The deadline for filing applications for degree without a late service charge, is the final day of the Fall semester for degrees to be awarded in May, and the final day of the Spring semester for degrees to be awarded in August or December.

O-4. Commencement. Formal commencement exercises are held at the close of the fall and spring semesters; however, diplomas are also issued at the close of the summer session to such candidates as have completed their graduation requirements at that time. All students who graduate in the summer, fall, or spring are entitled to participate in the commencement exercises. At the beginning of the semester in which graduation requirements are completed, students must indicate on their application for degree whether they intend to participate in the formal commencement exercises so that appropriate arrangements can be made. Reservations for caps, gowns, and hoods must be made by the date specified by the registrar. Diplomas are ready about twelve weeks after the end of the academic session in which graduation requirements are completed.

After a brief discussion and the notation of a spelling error, FC-02-007 was adopted by unanimous voice vote.

FC-02-008 – Changes in Regulation L-4 – Reinstatement for Undergraduates. The changes are being proposed to clarify current interpretations and remove current parts of the regulation that are not being enforced.

L-4-d. Students who have been reinstated may continue to be reinstated with the approval of the dean of the college in which they are enrolled register on probation so long as they attain a 2.00 or better grade-point average for each semester following the first a disqualification, even if their cumulative UI grade-point average is below the minimum required. The current L-4-e is deleted and replaced with renumbered L-4-f:

Following a brief discussion, FC-02-008 was adopted by unanimous voice vote.

Faculty and Staff Recognition by the Athletic Department at Athletic Events. Councilor Nelson provided the council with background information concerning this recommendation. The 2000-2001 Faculty Council approved [see Faculty Council Meeting #24 minutes dated April 3, 2001] a working relationship between the council and the Athletic Department that would facilitate honoring outstanding faculty and staff members at athletic events.

Nelson asked the council for suggestions for a mechanism that could be used to put this “honoring” program into practice. He noted that two faculty members and three staff members from the College of Agricultural and Life Sciences (in connection with Ag Days) would be honored this weekend at the football game.

The prevailing opinion in the council was that established award recipients be considered the pool from which to draw faculty and staff to be honored at athletic events. They should be taken retrospectively from the ranks of those who have been honored with the Alumni Award of Excellence, the University award for Excellence in Teaching, Research and/or Service, the annual Outstanding Staff award winners, and emeritus faculty and honored staff retirees – awards that generally involve screening and peer recognition. Chair Smelser asked the council to give some thought to the suggested mechanism for implementation of the proposal and be ready to discuss it at the next council meeting.

Next Faculty Council Meeting. There will be no council meeting on October 2nd. The next meeting will be October 9, 2001.

Adjournment. It was moved and seconded (Lillard, Fairchild) to adjourn. Chair Smelser adjourned the meeting at 5:02 pm.

Respectfully submitted,

Peter A. Haggart
Secretary of the Faculty Council