University of Idaho
2010-2011
FACULTY SENATE AGENDA
Meeting #13
3:30 p.m.
Tuesday, January 18, 2011
BRINK HALL FACULTY LOUNGE

Order of Business

I. Call to Order.

II. Minutes.
   • Minutes of the 2010-11 Faculty Senate Meeting #12, December 7, 2010

III. Chair’s Report.

IV. Provost’s Report.

V. Other Announcements and Communications.
   • New Accreditation Standards - Northwest Commission on Colleges and Universities (NWCCU) – Ron Baker
   • Flexibility in Dealing with Unique Curriculum Issues (FSH 1540, 4110, 4120 4130)

VI. Committee Reports.

VII. Special Orders.
   • Brainstorm Future Topics

VIII. Unfinished Business and General Orders.

IX. New Business.

X. Adjournment.

Professor Dan Eveleth, Chair 2010-2011, Faculty Senate

Attachments:
Minutes of Meeting #12
FSH 4130
University of Idaho  
Faculty Senate Meeting Minutes  
2010-11 Meeting #12  
Tuesday, December 7, 2010  

Present: Baillargeon, Baker (w/o vote), Barlow, Garrison (w/o vote for Bathurst), Budwig, Dakins, Duval, Edwards, Eveleth (Chair), Fairley, Haggart (w/o vote), Hasko, Hopper, Hoversten, Huber, Joyce (Vice Chair), Lawrence, Marshall, A., Marshall, J., Mosman, Riesenber, Stark and Strawn. Absent: Bathurst, Halloran, Horn and Limbaugh  

Guests: 5  

A quorum being present, Chair Eveleth called the meeting to order at 3:35 p.m. in the Brink Hall Faculty Lounge and via video link with the off-campus centers. Ann Thompson (Assistant to the Faculty Secretary) provided the senate with home-baked brownies as a holiday treat. These were met with approving eyes and stomachs. The chair submitted to the senate for review the list of December 2010 graduates which await scheduled consideration later in the meeting.  

Minutes: The minutes of Faculty Senate meeting #11, held on November 16th, were approved as distributed.  

Chair’s Report: After noting that this was the final senate meeting of the fall semester, Chair Eveleth reported on the following items:  

- A group is being formed by Keith Ickes (Executive Director of Planning and Budget) to develop a protocol for offering internal small loans or seed grants to faculty members for research and/or pedagogy. If senate members can think of colleagues who would be interested in serving, Eveleth will pass those names on to Keith for consideration. In response to senators’ questions, the provost noted that the loan fund would come from the pooling of existing “Y” accounts. The group would set payback parameters based on the loan application information. Loan requests, therefore, would need to show significant promise of the ability to pay back the loan within a reasonable period of time. The vice chair noted that there already existed methods to obtain “early starts” on external grants that would provide funds before a grant period actually started. The loan idea currently is in the talking and development stage and the current need is the formation of a group of faculty members to help work out the details. A reminder email will be sent to members of the senate.  
- Eveleth noted that the things that the senate has done this semester started with a list of priorities enumerated by the senators at the beginning of the semester. He said that the senate has accomplished many of those tasks and has many others on track for completion before the end of the school year.  
- Furlough policy will be looked at again next semester. Eveleth felt that it would be good for the senate to review the current furlough policy, as mandated by the SBOE policy change implemented last year, so that we are better prepared should a furlough plan again be necessary. Doing so now, at a time when all indications are that it will not be needed, is best than at a time when we are pressed to do so.  

Provost Report: Provost Baker reported to the senate on the following items:  

- Baker applauded the work of Torrey Lawrence, Director of the UI Marching Band, for the fine work that the band had done this year at the football games. Lawrence acknowledged the praise and told the senate that he was very proud of the members of the band. He also noted that last year the band membership represented more than 50 UI academic majors.
Funding to support the recently approved University Distinguished Faculty awards is currently being sought. The UI’s goal is to make awards to three distinguished faculty members each year, but the actual number will depend on the funds raised and the results of the review process. Those faculty members chosen for the award would receive a minimum stipend of $5000 a year for five years and hold the distinguished faculty title for their lifetime. Jeanne Christiansen will be sending out a call for nominations for people to serve on the selection committee. Shortly after that, the provost will call for nominations for the award.

Baker asked the senate to urge faculty members to turn in final grades by the December 21st deadline. He said that lateness in turning in grades puts an unnecessary burden on staff members and costs the UI thousands of dollars. Several senators noted that some types of courses – such as team taught courses – rely on one of the team to do the grade reporting, but all of the team members are contributing scores to the final grade. The process of reporting grades is sometimes more complicated than it might appear on the surface. Baker noted that late reporting was not only unfair to the staff, but even more so to students who are securing student loans or using final grades for other reporting purposes. The registrar’s office does prompt the faculty for grade reporting, but perhaps that “nudging” system might be improved to get better faculty response to meeting this important deadline. Also, it was suggested perhaps guidelines on how to better use the system would be useful. One senator pointed out it took him a while to understand the asterisk and its use and once he did he found it very useful.

Annual reviews are on the immediate horizon and the provost takes them seriously. Feedback is important not only for faculty members, but also for department heads, deans and other administrators. Baker said that he is initiating an additional in-depth five year review for deans. He will start this process with the deans of the College of Law and the College of Agriculture and Life Sciences. Each of these will involve a committee of faculty, staff and students. The process will provide important developmental feedback to the deans.

Baker attended the Athena forum-luncheon today and learned of their recent survey of faculty and staff women concerning how welcoming the climate is at the UI. He said the results of that survey indicate the UI needs to make improvements.

Other Announcements and Communications.

December 2010 University of Idaho Graduates. The senate, having reviewed the list of December 2010 graduates provided to them by the Office of the Registrar, proceeded with their UI Faculty Constitution duty to approve them for the awarding of degrees. It was moved and seconded (Anne Marshall, John Marshall) to approve the list of graduates. The motion was approved by unanimous vote.

Diversity Statement on Civility in the Classroom. Professor Mario Reyes (Associate Dean, College of Business and Economics), representing the UI President’s Diversity Council, presented the senate with a proposed “Civility Clause” that faculty members could incorporate into their course syllabi or use to set the stage for a class discussion on the subject. Reyes noted that the use of the clause is entirely up to the faculty member. The clause is intended to convey to the student that class discussions will be meaningful and all comments will be welcome, showing respect for all. Several senators spoke about the use of a civility clause. Some already use one and feel that it works in all types of courses, even ones that are highly structured. Others wondered about some cases of specific application. An example was a science course in which the underlying principal was evolution and the student(s) wanted to talk about intelligent design. It was suggested that instructors of courses having controversial principals encourage the discussion of alternative ideas outside the classroom in another forum. The idea being to bring the classroom discussion back to the basic purpose of the course. Professor Reyes asked
the senate to endorse the “Civility Clause” to provide encouragement to have faculty members adopt and use it. It was moved and seconded (Anne Marshall, Hopper) that the senate endorse the statement on civility in the classroom. The motion was approved by unanimous vote. [the statement can be viewed and downloaded at the senate website]

Committee Reports. University Curriculum Committee. The following agenda items came to the senate as seconded motions from the University Curriculum Committee.

- **FC-11-015 (UCC-11-040) College of Education.** Change in name of the Department of Health, Physical Education, Recreation and Dance to the Department of Movement Sciences. The motion was approved by unanimous vote.
- **FC-11-016 (UCC-11-045) College of Business and Economics.** SBOE Notice of Intent for an expanded Entrepreneurship Emphasis in the Marketing Major, B.S Business. The College of Business will add a new emphasis to the existing degree program in marketing resulting in two emphases in the marketing degree program: (1) General Marketing Emphasis and (2) Entrepreneurship Emphasis. The motion was approved by unanimous vote.
- **FC-11-017 (UCC-11-046) College of Science.** Change in name of an existing graduate academic certificate entitled Six Sigma Innovation and Design to Process and Performance Excellence. The change is in order to more comprehensively describe the content and trajectory of the graduate certificate program so that it reflects the international interpretation of its content. The motion was approved by unanimous vote.
- **FC-11-017 (UCC-11-048) College of Science.** SBOE Notice of Intent for a new undergraduate minor in Climate Change to be offered by the Department of Geography in cooperation with other UI units. The Department Head of Geography, Harley Johansen, provided the senate with background information on the new minor and answered questions. He said that climate change is certainly a “hot” topic and there is a need to educate people in climatology and the changes happening in world climates, as well as the adaptation issues connected with climate change. Johansen said that two new faculty members have been hired with expertise in these areas and another faculty member is in the process of being hired. The minor is built on new courses that these faculty members will add, plus courses in other units already being offered. The minor gives the subject material more visibility. The motion was approved by unanimous vote.

New Business. Since this was the last senate meeting of the fall semester, Chair Eveleth took the opportunity to thank Ann Thompson and Peter Haggart for their help. He said that people don’t realize the number of emails that he and the vice chair get containing questions of policy, procedure, and faculty governance. Eveleth said that these two people provided us with the information necessary to answer these questions and “saved our bacon” on many occasions. The senate gave Ann and Peter a round of applause.

Adjournment: After wishing the senate happy holidays, it was moved and seconded (Baillargeon, A. Marshall) to adjourn. The motion carried unanimously and the meeting adjourned at 4:40 pm.

The next meeting of the Faculty Senate will be at the call of the chair.

Respectfully submitted,

Peter A. Haggart
Acting Faculty Secretary
STANDARD COURSE NUMBERS

PREAMBLE: This section describes certain standard course numbers which may be used in any subject field. This section appeared in the 1979 Handbook; in February, 1991, clarification concerning expanded course titles was added and in July, 1994 common internship numbers were specified (as well as the possibility of grading internships on a pass/fail basis) in 2004 the addition of 600-level courses were created specifically for doctoral students, definitions were added under C-3 and a new paragraph was added C-7, the possibilities of cross-listing special topics and directed studies courses were clarified July 2005. Unless otherwise noted, the text is as of July 1996. For further information, contact the Registrar's Office (885-6731). [rev. 7/04, 7-05].

A. STANDARD COURSE NUMBERS. University-wide standard numbers have been established for certain categories of courses. These courses need not be listed in a subject-field section in the catalog. They may be offered and listed in the Class Schedule whenever they are needed. Catalog course numbers are assigned by the Office of the Registrar at the time of approval by the University Curriculum Committee. [rev. 7-09]

B. AUTHORIZED COMBINATIONS OF STANDARD COURSE NUMBERS AND TITLES. The following course numbers and titles are authorized: 200, 400, 501, 601 Seminar; 203, 403, 503, 603 Workshop; 204, 404, 504, 604 Special Topics; 405, 505, 605 Professional Development; 298, 398, 498, 598, 698 Internship; 299, 499, 502, 602 Directed Study; Optional 400s number Practicum in Tutoring; 500 Master's Research and Thesis; 597 Graduate Practicum; 599 Non-thesis Master’s Research; 600 Doctoral Research and Dissertation. (Courses in this group that are appropriate to the College of Law are assigned analogous numbers in the 800s and 900s.) [rev. 7-04, 7-09]

C. CONDITIONS.

C-1. Authorized Fields. With the exception of Practicum in Tutoring, the undergraduate-level standard courses may be offered in any subject field, excluding those approved for graduate degrees only. Practicum in Tutoring may be offered in subject fields in which a bachelor's degree has been approved. Courses 501, 502, 503, 504, 505, may be offered in subject fields in which graduate-level courses or degree have been approved. Courses 597, 598, 599 may be offered in subject fields in which a graduate degree has been approved. Course 500 must be offered in, and only in, those subject fields in which a thesis master's degree has been approved. Course 600 must be offered in, and only in, those subject fields in which the Ph.D. or Ed.D. degree has been approved. Courses 601, 602, 603, 604, 605, 698 must be offered in, and only in, those subject fields in which doctoral-level programs are offered. [rev. 7-04]

C-2. Expanded Titles and Descriptions. All of the foregoing titles, except for 500, 600, and Practicum in Tutoring, may be expanded (in the nature of subtitles) to indicate the subject more specifically. This possibility is indicated by the symbol “(s)” between the number and the title in the catalog entry. If more than one such specific topic is to be offered, they will be listed in the Time Schedule as separate sections. Also, special conditions or restrictions may be added to the course description. Illustrative catalog entry: MusH 400 (s) Seminar (cr arr); Illustrative Time Schedule entries: MusH 400 Lec 01 Seminar (cr arr); MusH 400 Lec 02 Seminar in Ethnomusicology (3 cr); MusH 400 Lec 03 Seminar in Medieval Music (1-3 cr). [rev. 7-04]

C-3. Credits. All of these courses, except Practicum in Tutoring, may be offered on a variable-credit basis (cr arr). Practicum in Tutoring is to be offered for one credit and may be repeated once (1 cr, max 2).

Directed Study: One-on-one method of delivering specially designed content to a student outside of the normal classroom environment. A specific directed study course can be offered only once and is not intended for repetition in subsequent semesters. Directed study courses should not duplicate an existing course.
Internship: Supervised practical experience related to a student’s major.

Practicum: Course of study that involves the supervised application of previously studied theory.

Practicum in Tutoring: Tutorial services performed by advanced students under faculty supervision.

Professional Development: A professional activity designed to provide information or skills, which have practical value. Usually developed to meet the needs of a particular group of practitioners.

Research: Supervised collection of information about a particular subject.

Seminar: A course offered to a group of advanced students studying under a professor with each doing in-depth study and discussion of the course material with the professor and other students.

Special Topic: Extended discussion on a topic or subject area not covered in an existing course offering. Topic may not be offered more than twice under this course number. [rev. 7-05, 7-09].

Workshop: A usually brief, intensive course for a relatively small group of students that focuses on techniques and skills in a particular field.

C-4. Prerequisites. Prerequisites are not usually listed for courses 500. Courses in the 600-series are intended for doctoral students only and will carry a system-enforced prerequisite of enrollment in a doctoral program (Ph.D., Ed.D.). [rev. 7-04, 7-09]

C-5. Grading. Seminars, workshops, directed studies, Practicum in Tutoring, and internships may be graded on the P/F basis or normal mode.

C-6. Limitations. A separate special-topics course should not be offered under the number 204, 404, 504, or 604 more than twice; after the second offering, it should be assigned its own number, title, and description so that with few exceptions the official descriptions of courses students take will be in the catalog. Use 599 for research not directly related to a thesis or dissertation. A maximum of 10 credits in course 500 may be applied toward the minimum of 30 credits required for a thesis master's degree; nevertheless, the number of credits a student may earn in course 500 is not limited to the number required by the student's department. Credit in course 500 cannot be counted toward the minimum of 30 credits required for a nonthesis master's degree. Credit earned in 405, 505 and 605 will not be accepted toward graduate degree programs. Courses numbered 600-699 may never be conducted jointly and can be cross listed only with 600-level courses in a second department. Standard course numbers may not be cross- or joint-listed with catalog courses [rev. 7-04, 7-05, 7-09]

C-7. Limitations on Directed Study. Directed study is intended as a one-on-one method of delivering specially designed content to the student outside of the normal classroom environment. General classroom space is not available for this purpose and enrollment in any directed study course should not exceed five. A specific directed study course can be offered only once; the directed study course is not intended to be repeated in subsequent semesters. Directed study courses cannot duplicate an existing course. [add. 7-04, rev. 7-05, 7-09]