University of Idaho
2010-2011
FACULTY SENATE AGENDA
Meeting #2

3:30 p.m.
Tuesday, August 31, 2010
BRINK HALL FACULTY LOUNGE

Order of Business

I. Call to Order.

II. Minutes.
   • Minutes of the 2009-10 Faculty Council Meeting #29, May 4, 2010
   • Minutes of the 2010-11 Faculty Council Meeting #1, May 4, 2010

III. Chair’s Report.

IV. Provost’s Report.

V. Other Announcements and Communications.
   • 2009-10 Senate Annual Report from the Faculty Secretary’s Office

VII. Committee Reports.

VII. Special Orders.
   • Secretary to the Faculty Senate
   • Election of one Senate Member to the Benefits Advisory Group
   • Election of one Senate Member to the University Budget & Finance Committee
   • Election of one Senate Member to the Campus Planning Advisory Committee
   • Senate’s Charge – Brainstorming Issues

VIII. Unfinished Business and General Orders.

IX. New Business.

X. Adjournment.

Professor Dan Eveleth, Chair 2010-2011, Faculty Senate
Attachments: Minutes of 2009-2010 FS Meeting #29, May 4, 2010
Minutes of 2010-2011 FC Meeting #1, May 4, 2010
2009-10 Annual Report
Election Memo
FAQs & Powerpoints
University of Idaho
Faculty Senate Meeting Minutes
2009-10 Meeting #29
Tuesday May 4, 2010

Present: Baillargeon, Baker (w/o vote), Barlow, Battaglia, Edwards, Eveleth, Fritz, Geist, Graden, Guilfoyle, Hill (w/o vote), Tseung (for Horn, w/o vote), Joyce, Marshall, Mihelich, Miller (Chair), Murphy, Padaghm-Albrecht, Williams, Wilson. Campus Center Senators: Budwig (Boise), Dakins (Idaho Falls, attending in Moscow), Newcombe (Coeur d'Alene). Absent: Baird, Holbrook, Horn, Huber, Limbaugh, Stark. Guests: 9.

A quorum being present, the Chair opened the meeting at 3:30 p.m.

Minutes: It was moved to accept the minutes of meeting #28 (Murphy/Williams) with one correction: Boise Commencement is May 5, 2010 and Idaho Falls Commencement is May 6, 2010. Approved.

Chair’s Report: The General Faculty Meeting will be held in the SUB Silver and Gold rooms Moscow and via compressed video links to Idaho Falls, Twin Falls, Boise and Coeur d’Alene. There will be eight changes to the Faculty-Staff Handbook and seven Notices of Intent discussed. The Chair noted that if approved, the affiliate and adjunct faculty switch will require a slow phase-in over the next academic year. There are many complexities to its implementation such as changes being built into Banner and various office processes, which will all require a careful and thorough review. Election of officers will be held in the meeting immediately following the present meeting, in which the incoming senators will join on-going senators. The meeting is held exclusively for the election of officers.

Faculty and staff are reminded that following the GFM, from 4:30 to 7:00 p.m. Wednesday afternoon, May 12, the President is hosting a reception at his residence.

Provost’s Report: Commencement ceremonies around the state will begin tomorrow, May 5 in Boise, in Coeur d’Alene, Monday May 10, Idaho Falls, Thursday May 6 and in Moscow, Saturday May 15.

Forty-five Idaho National Laboratory staff visited the Moscow campus yesterday. Their research accomplishments are impressive, bringing around $1 billion per year in Grants and Contracts. The Center for Advanced Energy Studies is also developing an excellent track record with $17 million in grants last year. The provost wishes to recognize and thank INL for their seeking collaboration with the university and visiting campus.

FS-10-033rev Staff Affairs – Dual Career Accommodation revision. This is a revision of the new policy approved at senate meeting #23, March 9, 2010, and proposes an addition to section C-2 as follows:

e. Report. The Office of Human Rights and Inclusion shall collect and store the following data and periodically report to the Faculty Senate an analysis of the use and the effectiveness of the policy including the following: (1) Number of accommodations processed as related to sections C-1 and C-2; (2) Types of positions filled and/or created (administrative, faculty, exempt, classified) for those accommodations; (3) Types of positions for which the accommodations were made (administrative, faculty, exempt, classified); (4) The reasons for the accommodations (recruitment, retention); and (5) Salary amounts provided.
It was noted that in cases where only a few accommodations might be implemented under the proposed policy, an unintended consequence of this change would be that individual personal details could be deduced from the report.

It was moved (Baillargeon/Miller) to adopt the policy as distributed. Approved with one abstention (Geist).

**FS-10-050 a, b, c. NOI College of Education – Create MSAT and discontinue BSPE with major in Athletic Training.** UCC Chair, senator Battaglia noted that UCC had reviewed the presentation from HPERD. The committee had many questions although the item was not controversial. Dr. Alan Nasypany provided an overview of the proposed degree. The program would be a two year continuous program similar to other entry level degrees in the health care profession. The program would be one of 21 rather than one of over 300, thus there was potential to expand the recruitment from a regional to a national level. Although the BSPE in Athletic Training will be discontinued, the BSPE major in exercise science will remain. The degree will serve students who need to be highly focused on Athletic Training, the degree providing training in preparation for professional certification. There being no further discussion, the question was called. Approved unanimously.

**FS-10-051 a, b, c. NOI College of Education – Doctorate in Athletic Training.** This degree would provide advanced training for certified Athletic Trainers as an advance clinical doctorate. For the clinical practice component all clinical instructors will have to pass interviews by HPERD faculty. The instructional program will be taught by faculty qualified with a Ph.D. or Ed.D. The program is envisioned to become self-sustaining. There being no further discussion, the question was called. Approved unanimously.

In closing the usual senate business for the academic year, the Chair noted that it had been a tough year for the senate. In the last two years the university had faced state budget cuts of over 21%. The Regents appear to have access as a priority rather than quality. This has resulted in down-sizing of university programs. Thus, many of the required changes have been approved by the senate. We have sought to be strategic in the recommended actions. The business of the senate had been conducted with a sense of normalcy with a view to strengthening the university for the future. For those who are completing their senate terms, three years in the senate have been served under three different presidents. The Chair thanked senators for their outstanding work and to the outgoing senators, he presented certificates of appreciation.

At this presentation of certificates the Secretary of the Faculty asked to take the floor to reciprocate in kind to Professor Miller’s stalwart leadership and as a token of appreciation the senate wished to present him with a marble paperweight acknowledging his service and a gift for a job well done. The Provost added thanks to Ann Thompson who provides outstanding service to the faculty in her role as Assistant to the Secretary of the Faculty.

**Adjournment:** It was moved (Murphy/Fritz) to adjourn at 4:04 p.m. The motion carried unanimously.

Respectfully submitted,

Rodney A. Hill, Faculty Secretary and Secretary to Faculty Senate
University of Idaho
Faculty Senate Meeting Minutes
2010-11 Meeting #1 Tuesday May 4, 2010

Present: Baillargeon, Baker (Chair, w/o vote), Edwards, Eveleth, Geist, Graden, Hill (w/o vote), Hopper, Tseung (for Horn, w/o vote), Hoversten, Joyce, A. Marshall, J. Marshall, Padgham-Albrecht. Center Senators: Budwig (Boise), Duvall (Coeur d’Alene), Dakins (Idaho Falls, attending in Moscow). Absent: Barlow, Battaglia, Horn, Huber, Laflin, Limbaugh, Stark. Visitors/Guests: 4

A quorum being present, the Provost opened the meeting at 4:06 p.m.

Provost Baker introduced the new senators present: Mark Hoversten (Dean’s representative), Professor John Marshall (CNR), Professor Greg Halloran (Education), Professor Brian Hopper (Faculty-at-large) and Professor Steve Duvall, (Center Senator Coeur d’Alene).

The meeting elects the Vice-Chair and Chair for 2010-11.

Nominations for the position of Chair were called. Eveleth, (moved Padgham-Albrecht/Joyce). There were no other nominations for Chair. Nominations for Vice-Chair were called. Joyce, (moved Eveleth/Edwards). There were no other nominations for Vice-Chair. It was moved that the requirement that there be no less than three days between the nomination meeting and the election of officers be suspended (Eveleth/Edwards). The motion passed unanimously.

Professor Eveleth was elected Chair unanimously. Professor Joyce was elected Vice-Chair unanimously.

The Provost congratulated the new officers and asked them to outline their priorities for 2010-11.

Professor Eveleth noted that he had expected in a climate of program closures over the past two years that many faculty would have been very defensive. Although we had been through some difficult times, he was impressed by the willingness of faculty to work through such difficult issues and to look to the future of the university. He noted that in a faculty leadership meeting with the President earlier today that the issue of the Benefits Advisory Group reporting to senate was no longer expected to be problematic as President Nellis had instructed BAG to do so. Professor Eveleth also looked forward to working with the senate committee chairs to assist them in improving efficient conduct of meetings through providing a training workshop.

Professor Joyce had been unsure about accepting a role in the senate but had enjoyed the focus of the senate on the big issues that were facing the university. He was encouraged to observe that the voice of faculty was being heard through an effected shared governance culture referring to the Senate’s actions to the Provost’s efficiency memo as an example.

Adjournment: It was moved (A. Marshall/Baillargeon) to adjourn at 4:21 p.m. The motion carried unanimously.

Respectfully submitted,

Rodney A. Hill, Faculty Secretary and Secretary to Faculty Senate
Following is the 15th annual report showing the items of discussion and accomplishments of the 2009-2010 Faculty Senate. Important roles for this body include being a sounding board for ideas and a conduit of information to and from the administration, senate appointed committees, faculty, staff, and students. Faculty Senate met twenty-nine times during the 2009-2010 academic year. This report is intended to provide a summary of Faculty Senate activities in 2009-10 for the benefit of the broader UI community. (Numbers in parentheses in parts II and III refer to the Faculty Senate meeting at which the item was taken up.) The University Policy Website goes into further details regarding those items below that involve university policy changes at www.webs.uidaho.edu/uipolicy

I. Disposition of Agenda Items:

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<tr>
<th>Item Type</th>
<th>Committee/UI Policy #</th>
<th>Originator (college, office, group; if applicable)</th>
<th>Item</th>
<th>F/C Mtg./Appr.</th>
<th>Post date (GP#/Fac.Mtg.)</th>
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<th>Board</th>
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<td>FSH</td>
<td>UP-10-007</td>
<td>Staff Affairs</td>
<td><strong>FS-10-001:</strong> FSH 1800 – Staff Affairs By-Laws</td>
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<td><strong>FS-10-002:</strong> FSH 3520 – Faculty Tenure</td>
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<td><strong>FS-10-003:</strong> FSH 3560 – Faculty Promotions</td>
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<td>UP-10-017</td>
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<td><strong>FS-10-005:</strong> FSH 1565 – Ranks and Responsibilities Sections A through C-3</td>
<td>9/15/09 #4 appr.</td>
<td>GFM 1/21/10</td>
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<td>UP-10-001</td>
<td>General Counsel</td>
<td><strong>FS-10-006:</strong> FSH 3900: Non-Reappointment at End of Contract of Non-Tenured Faculty and Exempt Staff</td>
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<td><strong>FS-10-007:</strong> Transfer Technology Training &amp; Development</td>
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<td><strong>FS-10-011</strong>: Department of Physics – two emphasis streams</td>
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<td><strong>FS-10-012</strong>: Department of Plant, Soil and Entomological Sciences – change of emphasis name</td>
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<td>12/1/09</td>
<td>Tabled</td>
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<td>Proposed Changes to Regulation M</td>
<td>2/9/10 319 appr. (18-4 amendment; 13-6 appr. return to UCC)</td>
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<td>Appr.</td>
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<td>New Undergraduate minor in Conservation Social Sciences</td>
<td>3/9/10 #23 (intro) 3/23/10 #24 (amendment appr., main appr.)</td>
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<td>Appr.</td>
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<td>Discontinue Minor in Greek</td>
<td>2/9/10 #15 appr. 2/16/10 #20 3/9/10 #23 (amend. appr. 19-1; 2nd amend. appr.; 13-3 main appr.)</td>
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<td>Discontinue BS Special Education</td>
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<td>1/19/10</td>
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<td>Environmental Science New Option</td>
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<td>Graduate Admissions Change - GPA &amp; TOEFL</td>
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<td>1/26/10</td>
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<td>Re-Organization of CNR</td>
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<td>Dual Career Accommodation</td>
<td>2/2/10 #18 (intro) 2/16/10 #20 3/9/10 #23 (amend. appr. 19-1; 2nd amend. appr.; 13-3 main appr.)</td>
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<td>FSH</td>
<td>UP-10-056</td>
<td>CoC</td>
<td><strong>FS-10-034:</strong> FSH 1640 – Committee Directory</td>
<td>2/16/10 #20 appr.</td>
<td>n/a</td>
<td>n/a</td>
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<td>UP-10-057</td>
<td>CoC</td>
<td><strong>FS-10-035:</strong> FSH 1620 – University Level Committees</td>
<td>2/16/10 #20 appr.</td>
<td>n/a</td>
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<td>FSH</td>
<td>UP-10-064</td>
<td>Fac. Aff.</td>
<td><strong>FS-10-036:</strong> FSH 1565 – Distinguished Professorship</td>
<td>2/16/10 #20 (intro) 2/23/10 #21 appr. 4/27/10 #28 (rev. appr.)</td>
<td>GFM 5/12/10</td>
<td>Pres. 7/8/10</td>
<td>8/12/10</td>
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<td>APM</td>
<td>UP-10-036</td>
<td>Office Research Assurance</td>
<td><strong>FS-10-037:</strong> APM 45.01 Animal Care &amp; Use</td>
<td>3/2/10 #22 appr.</td>
<td>n/a</td>
<td>n/a</td>
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<td>FSH</td>
<td>UP-10-054</td>
<td>Office Research Assurance</td>
<td><strong>FS-10-038a:</strong> FSH 1640.12 Animal Care &amp; Use Committee  <strong>FS-10-038b:</strong> FSH 1640.14 Biosafety Committee  <strong>FS-10-038c:</strong> FSH 1640.54 Institutional Review Board</td>
<td>3/2/10 #22 appr.</td>
<td>n/a</td>
<td>n/a</td>
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<td>UP-10-055</td>
<td>Office Research Assurance</td>
<td><strong>FS-10-039:</strong> FSH 5200: Human Participant Research</td>
<td>3/2/10 #22 appr. 3/23/10 #24 (returned w/edits – appr.)</td>
<td>GFM 5/12/10</td>
<td>Pres. 7/8/10</td>
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<td>NOI</td>
<td>UCC-10-065</td>
<td>Art &amp; Architecture</td>
<td><strong>FS-10-040:</strong> College of A&amp;A Departmental Reconfiguration</td>
<td>3/9/10 #23 (intro) 3/23/10 #24 (12 appr. 2 abst. 0 opposed)</td>
<td>GP#47</td>
<td>Pres. 4/27/10</td>
<td>4/22/10</td>
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<td>NOI</td>
<td>UCC-10-066</td>
<td>HPERD</td>
<td><strong>FS-10-041:</strong> Title Change – MS in Recreation to MS in Movement &amp; Leisure Sciences</td>
<td>3/20/10 #25 appr.</td>
<td>GP#47</td>
<td>Pres. 4/27/10</td>
<td>6/9/10</td>
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<td>FSH</td>
<td>UP-10-061</td>
<td>Fac. Affs.</td>
<td><strong>FS-10-042:</strong> FSH 3750 – Employee Spouse Educational Fee and Tuition Reduction</td>
<td>4/13/10 #26 appr.</td>
<td>GFM 5/12/10</td>
<td>Pres. 7/8/10</td>
<td>n/a</td>
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<td>FSH</td>
<td>UP-10-062</td>
<td>Fac. Affs.</td>
<td><strong>FS-10-043:</strong> FSH 3780 – Dependent Educational Fee Reduction</td>
<td>4/13/10 #26 (7-10 disappr.)</td>
<td>n/a</td>
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<td>NOI</td>
<td>UCC-10-068</td>
<td>Science</td>
<td><strong>FS-10-044:</strong> Bi-State Department of Statistical Science and major renaming of Statistics</td>
<td>4/20/10 #27 appr.</td>
<td>GFM 5/12/10</td>
<td>Pres. 7/8/10</td>
<td>6/17/10</td>
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<td>NOI</td>
<td>UCC-10-069</td>
<td>Engr.</td>
<td><strong>FS-10-045:</strong> Rename option in B.S.B.A.E.</td>
<td>4/20/10 #27 appr.</td>
<td>GFM 5/12/10</td>
<td>Pres. 7/8/10</td>
<td>6/9/10</td>
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</tbody>
</table>
II. The Faculty Senate Received Reports, Presentations from and Engaged in Discussions Concerning:

2009-10 Faculty Senate Annual Report (2)
FSH 3750 – Increase flexibility and additional benefits (2,18,26)
Approval of sites remote from the Moscow Campus for General Faculty Meetings. (FSH 1540 A1 - Venue Determination). (2)
Efficiency Cost Reduction Policy Memo (2,3,21,26,27)

1. Low enrollment course closures (3,4,5)
2. Senate’s proposed recommendations concerning Y account management (5,6,7,10)
3. Department consolidation & department chair Issues (5,13,15)
4. Travel freeze (26)
5. Open/vacant faculty/staff lines (15,16,18)

President’s Inauguration (2,3,9)
Campus Community Hour Proposal (Kelby Wilson, ASUI President)(6)
University Budget Advisory Committee (UBAC) – Budgetary Recommendations (6,7)
Where There is a Will, There is a Way: Diversity Considerations in How We Hire Our Own (7)
SBOE Proposed Policy Revision, salary reductions/program closures, motion to oppose rule change, (7,8,9,12,13,19,21)
Northwest Commission on Colleges and Universities (NWCCU) (8)
Benefits Advisory Group (8)
Benefits Advisory Board Group Discussion and Resolution (9,10)
Benefits Motion to Re-Request Survey per Resolution (27)
Budget Report – Mues (9)
Discussion of Retirement benefits (TIAA-CREF – Jeff Baumann) (10)
Retirement benefits motion (11)
RFI – Continuous Improvement (Larry Stauffer) (11)
Faculty Senate 2:30 start time beginning Fall 2010 (12,21 - failed)
The current status/overview on Enrollment Management (14)
President’s Diversity Council – Anne Marshall (16)
Tenure resides where? Referred to Faculty Affairs (17)
Budget Reduction and Allocation Strategies – furloughs (16,17,18,19,21,22,23,24)
VIEW-Vandal Innovation and Enterprise Works (20)
JAZZ Festival (22)
General Education Reform (23)
Student Fee Increase (25)
Parking Fee Changes (25)
Faculty Excellence Awards (27)

III. The Faculty Senate also took the Following Actions:

Elected professors Eveleth and Joyce chair and vice chair respectively (1)
Confirmed Professor Rod Hill as secretary to Faculty Senate (2)
Elected one Senate Member to the University Budget & Finance Committee – Dean Edwards (4)
Elected one Senate Member to the Campus Planning and Advisory Committee – Anne Marshall (2)
FSH 2450 – Judicial Appeal – Four Senate members – Graden, Guilfoyle, Limbaugh, Miller (2)
Confirmed sabbatical leaves for 2010-11 (2, 17)
Approved list of graduates spring 2010 (28)
Approved the filling of vacancies on university standing committees by email (4/23/10)
MEMORANDUM

TO: Faculty Senate
FROM: Rod Hill
DATE: August 28, 2010
RE: Election of Senate Members to Committees

The Faculty Senate needs to elect one faculty member from its class of 2013 to serve on the Benefits Advisory Group (BAG) and the University Budget and Finance Committee (UBFC); and one member to fill the 2012 term on the Campus Planning Advisory Committee (CPAC).

Current Senate members on the UBFC:
Dale Graden, Chair (2011)
Dean Edwards (2012)
Vacant (2013)

Senate members eligible to serve on UBFC & BAG:
2013:
Pamela Bathurst, CLASS
Ralph Budwig, Off-Campus
Greg Halloran, Education
Brian Hopper, Faculty-at-Large
Paul Joyce, Science
Maureen Laflin, Law
John Marshall, CNR
Lou Riesenberg, Ag/Life Sciences
CLASS rep.?

Current Senate members on the CPAC:
Anne Marshall, (2011)
Vacant (2012)

Senate members eligible to serve on CPAC:
2012 & 2013:
Fred Barlow, Engineering
Pamela Bathurst, CLASS
Ralph Budwig, Off-Campus
Max Dakins, Off-Campus
Steve Duvall, Off-campus
Greg Halloran, Education
Brian Hopper, Faculty-at-Large
Paul Joyce, Science
Maureen Laflin, Law
John Marshall, CNR
Carol Padgham Albrecht, CLASS
Lou Riesenberg, Ag/Life Sciences
Carrie Stark, Ag/Life Sciences
CLASS rep.?
Faculty Senate FAQs

When and who initiates and handles the elections for FC members going off Senate?
Elections are to be finalized before April 15th. Typically it is up to the current FC members from each respective college/unit to consult and assign someone who will handle the process. Check with your respective college/unit as most colleges/units should have procedures set out in their by-laws (see FSH 1520, Section 6 below). If it is not addressed in the by-laws, it is fine for the FC member to solicit the assistance of the dean’s office in sending out secret ballots. However, keep in mind that FC elections should be driven by faculty and all faculty within each college should be involved and have vote.

“FSH 1520, Article V, Section 6. Elections. Regular elections for representatives on the Senate are held before April 15 of each year in which an election is to be held. All elections for members of the Senate are by secret ballot. Appropriate procedures for nominations and elections are developed and approved by a majority vote of the faculty of the college or other unit.”

How long is my term on Faculty Senate?
“FSH 1520, Article V, Section 4. Terms of Office. Elected faculty members of the Senate serve for three years. The academic dean and the staff representative serve for one year. The terms of office for student members are as established by the Senate. [See 1580 VI.] Newly elected members take office each year on September 1 or on the official opening date of the academic year, whichever is earlier. To carry out the requirement that approximately one-third of the elected faculty members are to take office each year, the Senate may shorten the initial term of office of faculty representatives elected to fill new positions on the Senate to conform to a balanced rotation plan. When members are elected to fill a vacancy, they take office at the first meeting after the election and serve for the unexpired term of the vacancy. No elected faculty member of the Senate may serve an immediately ensuing term [but see 1580 III-3].”

What if I have replaced a member from my college who resigned from Faculty Senate, can I serve again?
“1580 Article III, Section 3. Members Completing Unexpired Terms. A member who has been elected or appointed to complete the unexpired term of another member and has served more than half of that member’s normal term of office is ineligible for membership on the Senate until one year has elapsed.”

Can you send someone in your place, with vote, if you will miss a meeting?
You can send someone in our stead, but not with vote. Anyone you send to attend in your stead, if it is less than one month, would be considered an alternate (see FSH 1580, V-7 below).

“FSH 1580, Article V, Section 7. Alternates. Alternates participate in meetings of the Senate only as permitted by the constitution of the university faculty [see 1520 V-7]. This rule does not preclude a member from having another person attend the meeting in his or her stead as an auditor.”

Are proxy votes allowed?
No. “FSH 1580, Article V. Section 11. Voting. Voting on motions is by raising a hand. Proxy votes are not allowed.”
What if I will be gone for one month, or more than four months?


Clause A. If it is necessary for a member of the Senate to be absent temporarily (more than a month, but less than four months), the candidate who received the next highest number of votes in the most recent election in the college or unit acts as his or her alternate on the Senate with full vote. If it is necessary for a member to be absent for more than four months, but less than one year, a special election is held to fill the temporary vacancy. When the Senate member returns, he or she resumes the position on the Senate. If it is necessary for a member to be absent for more than one year, or if the member is unable to complete the term of office for any reason, a special election is held to fill the unexpired term. [See 1580 VI for procedures covering student vacancies.]

Clause B. The chair of the Faculty Senate must declare a position vacant if a member is absent from three consecutive meetings unless the member has informed the chair of the Senate in writing that he or she intends to participate fully in the activities of the Senate in the future. When a position is declared vacant, the chair must notify the constituency concerned.”
FACULTY SENATE & COMMITTEE RESPONSIBILITIES

TUESDAY AUGUST 2010
Faculty Senate. Empowered to act for the university faculty in all matters pertaining to the immediate government of the university. The senate is responsible to and reports to the university faculty and, through the president, to the regents. The university faculty, president, and regents retain the authority to review policy actions taken by the senate.

– *Faculty-Staff Handbook* 1520, Article I, Sec. 3
– Idaho Constitution Article IX, Sec. 10
• **Senate Duties** include:
  – Admission standards
  – Academic standards
  – Curricula
  – Scholarships and financial aid
  – Student conduct
  – To include students in our deliberations
  – Protection of faculty rights
• Senate Duties (cont.):
  – Oversee matters affecting faculty welfare, e.g. promotion and tenure, salaries, fringe benefits, evaluations, leaves and terminations.
  – Budget oversight
  – Committee structure of the university
  – The organization or reorganization of the university
  – Other matters that are not specified
  – UI Constitution FSH 1520 Article I, Sec. 4.
• Senate Duties and the relation to President’s and Provost’s authority:
  – Implemented through the concept of shared governance
  – Dependent on a spirit of cooperation and openness
  – Structured by the *Faculty-Staff Handbook* (FSH), e.g. development of university-wide policy (FSH 1460), communication with the regents (FSH 1900)
Committee Structure (FSH 1620 & 1640)
The university faculty, through the medium of its Faculty Senate, establishes and maintains all university-wide and interdivisional standing and special committees, subcommittees, councils, boards, and similar bodies necessary to the immediate government of the university and provides for the appointment or election of members of such bodies (FSH 1520, Article IV, Sec. 11).
Committee Structure and its relation to the functions of Faculty Senate.

- Committees bring focus to the work of the faculty in governance matters.
- Committees often include students and staff members to be all inclusive as a community in governance matters.
- Senate Chair sits *ex officio* on all committees that fall under Senate.
- President, or his/her designee, sits *ex officio* on all committees.
Committee Structure and its relation to the functions of Faculty Senate (cont.)

- The work product of the Committees is typically subject to the review and approval of Faculty Senate and, ultimately, of the university wide faculty, the President and the Regents.
Shared Governance

- Faculty Senate (FSH 1580)
  - Committees
    - Faculty Affairs
    - Budget & Finance
      - UCC
      - +25 Others
  - +25 Others

- Research Council (FSH 1640.72)
  - Committees
    - Human Assurance
    - Animal Care/Use
      - + 3 Others

- Graduate Council (FSH 1700)
  - ASUI (Associated Students of University of Idaho)
  - GPSA (Graduate & Professional Students Association)
  - Staff Affairs (FSH 1800)
  - SBA (Student Bar Association)
General Faculty - oversees work of Committees and Senate by:
• Giving input to senators and committee members
• Participating in general faculty meetings (FSH 1520, Article III)
  • Once per semester minimum
  • Quorum is needed to over-rule senate.
• Across-state voting: new policy
• Participating in Senate election process
Faculty Senate Leadership:
• Weekly planning meetings
• Organize and lead weekly Senate meeting
• Routinely meet with President
• Routinely meet with Provost
Roles & Responsibilities

Faculty Senators:
- Prepare for weekly Senate meeting
  (http://www.webs.uidaho.edu/facultycouncil/)
- Be willing to delegate
- Trust, but verify the work of the committees
- Play the role of boundary spanner between the colleagues you represent and the Senate.
- Motivate your colleagues to participate
Roles & Responsibilities

Committee Chairs:
• Bring impartiality and integrity to the process (FSH 1620, B-6, 7).
• See that the job is done (FSH 1620, C)
• Respect the Senate’s need to “verify”
• Note: To improve communication, chairs of Faculty Affairs, Budget and Finance and UCC will meet with Faculty Senate leadership bi-monthly.
Conclusion

• Faculty Senate and the Faculty Committees are integral elements of the university’s governance
• The handbook envisions cooperation and good faith among all concerned parties
• Key’s to success: preparation and communication
Faculty Senate Website

Office of the Faculty Secretary
www:webs.uidaho.edu/facultycouncil
Two clicks away.

- University of Idaho Home Page
  - Click 1: Faculty-Staff link
- Under Campus Department
  - Click 2: Faculty Senate

Note: Bookmark this page.
Faculty Senate Home Page

- Many useful links.
- Report broken links, or offer suggestions, to Ann.
- Email annat@uidaho.edu or call 885-6151
Faculty Senate Home Page (cont.):

- Recent Senate ‘draft’ minutes (posted Friday before next Senate meeting, if possible)
- University Faculty Meeting (link to upcoming and past meetings)
- Informational Items:
  - current discussions, including presentations and documents given by others at Senate
VALUABLE RESEARCH TOOL:

- Each academic year (AY) report contains:
  - Section I - a list of topics/items discussed that may resurface (each discussion item assigned an FS#).
  - Section II & III, (beginning AY2004-05) have numbers following a topic. These numbers reflect the specific meeting(s) where a particular topic was discussed.
Homepage Left Column Links (cont.):

**Senate Agendas**
- Senate agendas (past and current by AY).
- Three columns:
  - Left: “pdf” file includes: agenda, minutes, any available documents.
  - Center: Web agenda with links to minutes and all available documents
  - Right: Linkable agenda items by meeting date
Homepage Left Column Links (cont.):

Senate Minutes

- Senate minutes by AY beginning in 1999-present.
- Minutes will typically provide the detailed information that is referenced on each annual report.
Homepage Left Column Links (cont.):

General Policy Reports (GPR)

- Policy/catalog changes approved by Senate are put on a GPR, posted here, and all faculty are notified.
- Publication (notification) to all faculty is done by:
  - Email; UI Register; and Today@Idaho
- Once notified, faculty have 14 days to object, otherwise the changes are deemed approved (FSH 1540 C).
- Senate leadership reserves the right to hold an item for a university faculty meeting vs. a GPR.
Homepage Left Column Links (cont.):

**UI Committees**

- Membership database, by AY year, for faculty committees.
- Committee Webpages: created for use by committee chairs, if they choose. Otherwise all agendas, minutes and annual reports are submitted electronically to Faculty Secretary’s Office.
Homepage Left Column Links (cont.):

University Faculty Meetings

- Agendas, minutes and documents of University Faculty Meetings, recently includes video/voice webcasts.
Navigating

- While on the Senate website you should easily access anything dealing directly with Senate.
- HOWEVER: Some links take you to outside websites/pages and these will not have a link to the UI Faculty Senate. Also, the “back” button does not always return you to the Senate site.
- **Bookmark** the Faculty Senate site!
  
  http://www.webs.uidaho.edu/facultycouncil
UI Policies Website
http://www.webs.uidaho.edu/uipolicy

- FSH 1460 was developed to promote consistency in policy development and/or revisions to existing policy, to open up communication lines and create transparency throughout the university community with regard to university-wide policies (FSH/APM).
- Familiarize yourself with this website, especially the tracking sheet on the Track Policies link.

**NOTE:** Does not include catalog changes, see UCC website at [http://www.students.uidaho.edu/ucc/](http://www.students.uidaho.edu/ucc/)
UI Policies (cont.):
http://www.webs.uidaho.edu/uipolicy

- All university-wide policies in development or revision
  - *Faculty-Staff Handbook* (FSH)
  - *Administrative Procedures Manual* (APM)
- Policies before Senate typically come from a Faculty Senate committee (e.g. Faculty Affairs, Affirmative Action & Disability, and/or ad hoc/sub-committees). However, some come from administrative units who discover discrepancies e.g. federal/state law change or change in process. All proposed policy changes are posted on the UI Policies site when they are ready for wider campus communication and input.
UI Policies (cont.):

- Track policy sheet (by AY): Allows entire university community to access “any” policy document currently under review, in redline format to easily identify proposed changes.

- Provides:
  - Link to redlined document
  - Originator and/or Sponsor (contact info)
  - Reason
  - Approval status
Questions/Comments

- Questions can be sent to:
  
  facsec@uidaho.edu or annat@uidaho.edu
  885-6151