University of Idaho
2010-2011
FACULTY SENATE AGENDA
Meeting #5
3:30 p.m.
Tuesday, September 28, 2010
BRINK HALL FACULTY LOUNGE

Order of Business

I. Call to Order.

II. Minutes.
   • Minutes of the 2010-11 Faculty Senate Meeting #4, September 21, 2010

III. Chair’s Report.

IV. Provost’s Report.

V. Other Announcements and Communications.
   • 2011-2015 Strategic Action Plan (Eveleth/Wichman)

VI. Committee Reports.
   UCC
   • FS-11-001: NOI: Education & Engineering – Transfer Program in Idaho Falls (Gregson/Stauffer/Browder)
   • FS-11-002: NOI Timeline (Provost)

VII. Special Orders.

VIII. Unfinished Business and General Orders.

IX. New Business.

X. Adjournment.

Professor Dan Eveleth, Chair 2010-2011, Faculty Senate

Attachments: Minutes of 2010-2011 FS Meeting #4
FS-11-001
FS-11-002
Present: Baillargeon, Baker (w/o vote), Barlow, Bathurst, Budwig (Boise), Dakins (Idaho Falls), Duval (Coeur d'Alene), Edwards, Eveleth (Chair), Fairley, Graden, Haggart (w/o vote), Halloran, Hasko, Hopper, Anderson (w/o vote for Horn), Hoversten, Huber, Joyce (Vice Chair), Lawrence, Limbaugh, Marshall, A., Mosman, Riesenberg, Stark. Absent: Horn, Strawn, Marshall, J. Guests: 3

A quorum being present, Chair Eveleth called the meeting to order at 3:34 p.m. in the Brink Hall Faculty Lounge.

Minutes: There being no corrections or additions, the minutes of the 2010-2011 Faculty Senate Meeting #3 dated September 7, 2010 were approved by consent of the Faculty Senate.

Chair's Report: Senate Chair Eveleth reported on the following items:

- The University of Idaho Strategic Plan Steering Committee has rolled out a working draft of the plan and is now seeking input from faculty, staff and students. The draft will be presented at the upcoming leadership retreat and will be available to the senate at its next meeting.
- The Benefits Advisory Group has representation from the Senate, but the chair is still seeking nominations from the senate for other faculty members to serve on the group.
- A Notice of Intent (NOI) will be on the agenda for the next meeting and will be attached to the emailed agenda for that meeting. Please read the NOI before the meeting and come prepared to discuss and act on this item approved by the University Curriculum Committee and the Graduate Council.

Provost Report: Provost Baker commented on the following items:

- He thanked the members of the UI Strategic Plan Steering Committee for their work this summer on the draft plan.
- Notice(s) of Intent (NOI) are routed through the senate for discussion and vote. Deadlines for the NOI process will be reviewed with the senate at a later date.
- While University of Idaho retention rates for new freshmen have increased, the senate was asked to remind their constituents to turn in “early warning” notices for students showing poor performance. Freshmen are very vulnerable at this point in their academic career. These warnings and the subsequent follow up by advisors can make a big difference in helping new students adjust and perhaps help retain them for the spring semester and beyond.

Other Announcements and Communications: Social Media

Josh Paulsen, Director of the Web Communications Department for University Communications and Marketing, spoke to the senate about a proposed Social Media Policy that is currently under development. Paulsen reviewed the proposed policy making the following observations:

- The goal of the policy is to empower university employees to be effective advocates, customer service representatives, and communicators through participation in social media; i.e. Facebook, Twitter, forums, and blogs.
- Of particular interest to the University of Idaho is “authenticity.” We want to reduce author anonymity that comes with 3rd party service sites, ensure the credibility of the information that appears about the University of Idaho and the people that work for the university, and last but not least, eliminate “posers” that dilute the university’s message.
- The university wants to limit its liability and thus provide protection for its employees who use social media for business purposes. The university wants to provide social media users with processes, procedures, and tools for individuals who assume social media responsibilities.
• The university wants to ensure that supervisors are aware of individuals that are using social media for business purposes. The university needs to make sure that its branding and style guidelines are being followed.
• We want to ensure that the institutional value created by social media is achievable and transferable.
• The University of Idaho will provide technical resources and practical skills training to help social media authors understand the complexity and time commitment in maintaining a social media web site.
• The university would like all employees involved in social media websites dealing with the university to register those sites.

Paulsen said that the existing guidelines and the policy draft are available for viewing at http://www.uidaho.edu/webcomm/socialmedia/policy and that site also provides an opportunity for feedback.

Paulsen noted that there are many legal issues involved with the presentation of the University of Idaho on social media sites. Images and publications, for instance, are covered by copyright and other laws and the use of them on social websites is illegal without university permission. As an example he noted that there are four different “Joe Vandal” Facebook sites, but only one officially represents the University of Idaho. Some sites have been legally shut down for violations.

In response to questions from the senate, Paulsen said that the university has no authority to regulate other sites that deal with higher education, such as the site called “Rate My Professor” which invites students to rate professors at institutions all over the country. He said that sites that dealt with course materials are not deemed to be social sites – unless they encourage interaction among the students – and not just the professor. Senator Stark noted that 4-H clubs associated with University of Idaho extension offices use Facebook and are also creating Websites, she wondered how these social interactions might be regulated. Paulsen replied that this is an area that needs further study before the policy language is finalized.

**Summer Research Salary Guidelines.** John (Jack) McIver, Vice President for Research and Economic Development, spoke to the Senate about the new Faculty Summer Research Guidelines. McIver reviewed the problems experienced last summer at the university and also recent audit cases at major universities that led the University of Idaho to revise its policies to better comply with auditing practices used by the federal government.

The new guidelines were published electronically to the general faculty on September 21st and are also available on-line at http://www.uidaho.edu/provost/policyguidelines/salary

McIver provided the senate with the following general information gleaned from the official guidelines and also provided them with relevant examples of how the guidelines would be implemented.

• The purpose of the guideline is to encourage the accurate charging of time and effort associated with a faculty member’s externally-sponsored projects during the academic term.
• The guidelines are intended to help faculty members generate salary release on state appropriated dollars and, thereby, allow them to apply for additional unrestricted funds during the summer term to write proposals, serve on committees, develop curriculum, or work towards other approved purposes consistent with the mission of the university.
• Following these guidelines will allow faculty members to perform tasks that are relevant to their academic appointment, but are not allowed under the terms and conditions of sponsored awards. These activities include any approved tasks that are consistent with the mission of the university.
• This will permit faculty members to work and be paid during the full summer period without confining their activities solely to those allowed by their external awards.
While these guidelines apply only to summer salary, faculty members are encouraged to work with their deans and unit heads to buy out additional amounts of their time during the academic year using their sponsored awards when appropriate.

There were a few difficulties with the implementation of the guidelines last summer. The university is working on those problems and expects to issue a memo in March 2011 that will clarify and simplify the processes needed to initiate payment of summer salary.

Senate discussion followed his presentation that dealt with specific budgeting issues which need to be addressed by unit heads and business managers on a case by case basis. McIver also noted that business managers have been offered training in handling these issues and should be up to speed on helping faculty members.

McIver said that faculty members must begin thinking about these issues well before the summer. He encouraged faculty members to think in terms of the calendar year rather than just the summer.

The issue of post doctoral fellows and others on 100% grant funding not being able to use any of their time to write more grants is a question that the university still needs to address. Funds need to be made available to allow for the grant writing process.

On a related matter, Senator Fred Barlow asked McIver about the challenges surrounding the issue of intellectual property rights when dealing with private industry. McIver noted challenges associated with intellectual property and offered some solutions:

- SBOE policy says the university is not allowed to give intellectual property away. This restricts our dealings with private companies like Micron and Schweitzer Engineering. We cannot give preferential treatment which might give unfair advantage. SBOE policy says it must be open to everybody.
- There are a couple of things that we are attempting to work around the SBOE restrictions.
  - We have one research model that tells a company that for a fixed fee for research services the university will give you an exclusive perpetual license. No negotiations and all agreements are up front.
  - We have a proposal before the SBOE next month to spin-off a 501c(3) Applied Research Laboratory which would have a board of directors separate from the University of Idaho and have a majority membership outside the university community. That would allow us to work better with the private sector.
    - The new entity would not be obligated to follow SBOE policies.
    - The university’s attitude would be that the intellectual property follows the policy established by the board of directors which may allow for a broader range of possibilities than possible under SBOE policy. Researchers would have more freedom to engage in projects that require a solution to a problem, rather than long term continuing research.
    - Faculty members could be loaned to the lab or have a joint appointment.
    - The spin-off laboratory allows for the use of an accounting system that mirrors private industry.

Adjournment: It was moved and seconded (Anne Marshall, Hoversten) to adjourn. The motion carried unanimously and the Faculty Senate was adjourned at 4:35 p.m.

Respectfully submitted,

Peter A. Haggart
Acting Faculty Secretary
IDAHO STATE BOARD OF EDUCATION
ACADEMIC/PROFESSIONAL-TECHNICAL EDUCATION
NOTICE OF INTENT
To initiate a
New, Expanded, Cooperative, Discontinued, program component or Off-Campus Instructional Program or Instructional/Research Unit

Institution Submitting Proposal: University of Idaho
Name of College, School, or Division: College of Education and College of Engineering
Name of Department(s) or Area(s): Dept. of Adult, Career and Technology Education (COEd) & Dean’s office (COEngr)

Indicate if this Notice of Intent (NOI) is for an Academic or Professional Technical Program
Academic  X  Professional - Technical  

This is a New, Expanded, Cooperative, Contract, or Off-Campus Instructional Program, or Administrative/Research Unit (circle one) leading to:
The transfer of the Technology Training and Development degree and certificate programs in Idaho Falls from the College of Education to the College of Engineering. See full description on page 2, item 1.

(Degree or Certificate)

Proposed Starting Date: Spring-Summer 2011

For New Programs:  

Program (i.e., degree) Title & CIP 2000

For Other Activity:

- Program Component (major/minor/option/emphasis)
- Off-Campus Activity/Resident Center
- Instructional/Research Unit
- Addition/Expansion
- Discontinuance/consolidation
- Contract Program
- Other – Transfer and rename existing programs

Dean Approved Draft 9-3-2010 /mds

College Dean (Institution) Date
AVP/CEO Idaho Falls (Institution) Date
Chief Fiscal Officer (Institution) Date
Chief Academic Officer (Institution) Date
President Date

College Dean (Institution) Date
VP Research & Graduate Studies Date
State Administrator, SDPTE Date
Chief Academic Officer, OSBE Date
SBOE/OSBE Approval Date
Before completing this form, refer to Board Policy Section III.G., Program Approval and Discontinuance.

1. Briefly describe the nature of the request e.g., is this a new program (degree, program, or certificate) or program component (e.g., new, discontinued, modified, addition to an existing program or option).

This request is a coordinated request between the College of Education and the College of Engineering to transfer the Technology Training and Development (TTD) graduate degree and certificate programs in Idaho Falls from the College of Education to the College of Engineering. This year, through a previous NOI April 2010, the Industrial Technology option in the B.S. Technology degree program in TTD was transferred from the College of Education to the College of Engineering. The present request will, in effect, complete the transfer of the entire TTD major in Idaho Falls, with all associated degrees and certificates, to the College of Engineering (see action table below).

The TTD program was closed on the Moscow campus in June of 2009 but was kept open on the Idaho Falls campus pending the request to transfer all programs to the College of Engineering. This request seeks to complete a total transfer of the TTD program in Idaho Falls from the College of Education to the College of Engineering.

Included with this transfer, the College of Engineering desires to change the name of the MS in Technology Training and Development to an MS in Technology Management.

<table>
<thead>
<tr>
<th>Program</th>
<th>Actions of this Joint NOI</th>
</tr>
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</table>
| Degree: MS Major: Technology Training & Development | (1) Transfer from College of Education to the College of Engineering.  
(2) Change the name to an MS in Technology Management. |
| Certificates: Human Safety Performance (undergraduate) Emergency Planning & Management (graduate) | Transfer from College of Education to the College of Engineering. |

2. Provide a statement of need for program or a program modification. Include student and state need, demand, and employment potential. Attach a Scope and Sequence, SDPTE Form Attachment B, for professional-technical education requests. (Use additional sheets if necessary.).

The TTD program now offered in Idaho Falls is not a teacher preparation program; it is a program focused on the technologies of nuclear energy, operations, and industrial safety and is delivered through the current TTD program. The program is funded primarily by an Idaho National Laboratory (INL) education contract. This program has existed in various forms, and under various administrative arrangements for nearly 50 years; the service of the University of
Idaho to the region, through this program, is well established. With the start of the Center for Advanced Energy Studies (CAES) and feedback from INL management and local students during a study in March 2009, the university has become aware of strong interest in growing this program and better serving the needs of the region. In short, given the technical interests of the INL and surrounding community, the current College of Education affiliation of the TTD program is limiting the program’s sustainability and potential for future growth. Given the Idaho Falls context of the TTD program and its technical rather than education focus, it will be beneficial to the students and regional industry for the total program to be a part of the College of Engineering. Additionally, the College of Engineering already has a strong presence in Idaho Falls, offering degrees in several engineering disciplines and computer science. This transfer will help the university consolidate and improve administrative responsibilities in the region.

According to the Bureau of Labor Statistics, the employment needs for technology professionals is expected to grow at a rate of 9 to 17 percent over the next 7 to 10 years. Qualified graduates will have many job opportunities, especially in government, telecommunications, energy, and utility industries. The typical range of annual salaries for this degree will be between $64,000 and $121,000 depending on years of experience and geographic location. Nearly all of the students currently in the program in Idaho Falls are employed and pursuing the M.S. degree or certificates on a part-time basis. Most of these students work at the INL. In discussions with several INL managers in March 2009 during our feasibility study these students are highly valued and very qualified for positions at the INL. Since the students are already working, the degrees and certificates are not used to obtain a job but to qualify for positions of increased responsibility and pay.

The graduate program additionally has great value for graduates of the undergraduate program in Industrial Technology in that it provides them an opportunity for graduate level education. The certificate programs are expected to have increased demand as interest in nuclear energy has greatly increased in recent years.

3. Briefly describe how the institution will ensure the quality of the program (e.g., accreditation, professional societies, licensing boards, etc.).

Plans have been established to increase the quality of the program initially through three major changes: adding staff, changing the name, and creating an advisory board. A new faculty position (rank open), in addition to the existing faculty, has been committed towards this program funded in Idaho Falls primarily through the INL educational contract. This new position will support both the undergraduate program in Industrial Technology (previously transferred) and the masters program pending transfer approval. The name of the masters program will be changed from Technology Training & Development to Technology Management. This new name was market tested during the feasibility study last year and is more descriptive of the program. It also allows for better future development with respect to other masters programs in Technology Management across the country and will allow for more synergy with the College of Engineering’s existing masters in Engineering Management. The College of Engineering has a long tradition of effectively utilizing industrial advisory boards. Upon transfer of the program, the College of Engineering will begin the process of establishing an industrial advisory board that will support both the undergraduate program in Industrial Technology (already transferred) and the M.S. Technology Management program pending transfer approval.
4. Identify similar programs offered within the state of Idaho or in the region by other colleges/universities. If the proposed request is similar to another program, provide a rationale for the duplication. This may not apply to PTE programs if workforce needs within the respective region have been established.

There are no other graduate degree programs in Technology Management in Idaho. In the western US, there are several similar programs at:

- Arizona State University
- Portland State University
- Stanford University
- Washington State University
- University of Alaska Anchorage

Enrollment and Graduates (i.e., number of majors or other relevant data)
By Institution for the Proposed Program
Last three years beginning with the current year and the 2 previous years

Data is listed as: MS TTD / Cert. HSP / Cert. EPM
New students have not been enrolling in the MS program assuming it was going to be shut down; rather are enrolling as interdisciplinary studies. Assuming a pending transfer, students are starting to enroll again.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Relevant Enrollment Data</th>
<th>Number of Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current</td>
<td>Previous Year</td>
</tr>
<tr>
<td>BSU</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>CSI</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>CWI</td>
<td>NA</td>
<td></td>
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<tr>
<td>EITC</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>ISU</td>
<td>NA</td>
<td></td>
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<tr>
<td>LCSC</td>
<td>NA</td>
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<tr>
<td>NIC</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>UI</td>
<td>4/24/4</td>
<td>0/NA/11</td>
</tr>
</tbody>
</table>

Degrees offered by school/college or program(s) within disciplinary area under review

<table>
<thead>
<tr>
<th>Institution and Degree name</th>
<th>Level</th>
<th>Specializations within the discipline (to reflect a national perspective)</th>
<th>Specializations offered within the degree at the institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSU</td>
<td>NA</td>
<td></td>
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<tr>
<td>CSI</td>
<td>NA</td>
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<td>CWI</td>
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<td>LCSC</td>
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<td>NIC</td>
<td>NA</td>
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5. Describe how this request is consistent with the State Board of Education's policy or role and mission of the institution. (i.e. centrality).

From the perspective of the students and industry of the University of Idaho fulfilling its role and mission to the Idaho Falls region, there is no change. This request is for the transfer of the program from one administrative unit (the College of Education) to another (the College of Engineering).

6. Is the proposed program in the 8-year Plan? Indicate below.

Yes  X  No _____

If not on 8-year plan, provide a justification for adding the program.
8. Resources--Faculty/Staff/Space Needs/Capital Outlay. (Use additional sheets if necessary.):

Funding will continue to be supported by the same UI budgets in Idaho Falls therefore no additional funding is required for the transfer. The budget below includes an estimate of the additional faculty position only, unadjusted for possible increase.

<table>
<thead>
<tr>
<th>Estimated Fiscal Impact</th>
<th>FY 2011</th>
<th>FY 2012</th>
<th>FY 2013</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Personnel</td>
<td>91,000</td>
<td>91,000</td>
<td>91,000</td>
<td>273,000</td>
</tr>
<tr>
<td>2. Operating</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>3. Capital Outlay</td>
<td></td>
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<tr>
<td>4. Facilities</td>
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<td><strong>TOTAL:</strong></td>
<td></td>
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| **B. Source of Funds** |         |         |         |        |
| 1. Appropriated-       |         |         |         |        |
| reallocation          |         |         |         |        |
| 2. Appropriated – New |         |         |         |        |
| 3. Federal            |         |         |         |        |
| 4. Other:             | 91,000  | 91,000  | 91,000  | 273,000|
| **TOTAL:**             |         |         |         |        |

| **B. Nature of Funds** |         |         |         |        |
| 1. Recurring *         | 91,000  | 91,000  | 91,000  | 273,000|
| 2. Non-recurring **    |         |         |         |        |
| **TOTAL:**             |         |         |         |        |

* Recurring is defined as ongoing operating budget for the program, which will become of the base.
** Non-recurring is defined as one-time funding in a fiscal year and not part of the base.
**Please note this timeline provides colleges/units additional time to prepare and vet quality program proposals. Establishing a condensed schedule for this purpose inconveniences the necessary internal approval committees comprised of faculty, staff and students. You are highly encouraged to submit your proposals earlier than November 15 (doing so increases your chances of success at all levels). It is also strongly recommended that you work closely with the Provost’s Office, Graduate School, and Registrar’s office to seek guidance on preparing proposals to avoid delays.

Proposals received by the Provost’s Office after November 15 to implement programs for 2011-12 and meet catalog publishing deadlines will not have sufficient time for processing internally or at the Office of the State Board of Education. This includes proposals returned for editing.

<table>
<thead>
<tr>
<th>DATE</th>
<th>MEETING/ACTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 15</td>
<td>All NOIs/Full Proposals and other curricular proposals to be <strong>effective summer 2011</strong> due to the Provost’s Office</td>
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<tr>
<td>November 15</td>
<td>Deadline to the UCC Secretary to begin internal approval process</td>
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<tr>
<td>December 1</td>
<td>Graduate Council meeting day</td>
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<tr>
<td>December 6</td>
<td>University Curriculum Committee meeting day</td>
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<tr>
<td>December 7</td>
<td>Faculty Senate meeting day (if necessary)</td>
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<tr>
<td>December and January</td>
<td>General Policy Report and/or Faculty Meeting as necessary and CAAP 30 day review period</td>
</tr>
<tr>
<td>February 15-16</td>
<td>if items require board approval, meet agenda deadline date for approval at this meeting</td>
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