University of Idaho
2010-2011
FACULTY SENATE AGENDA

Meeting #6

3:30 p.m.
Tuesday, October 5, 2010
BRINK HALL FACULTY LOUNGE

Order of Business

I. Call to Order.

II. Minutes.
   • Minutes of the 2010-11 Faculty Senate Meeting #5, September 28, 2010

III. Chair’s Report.

IV. Provost’s Report.

V. Other Announcements and Communications.
   • Short term Hiring Process (April Preston, Dixie Kearney, Carmen Suarez)

VI. Committee Reports.

   UCC
   • FS-11-003: Business & Econ, major name change – Production/Operations Management to Operations Management (Morris)
   • FS-11-004: Business & Econ, option name change – Professional Golf Management to PGA Golf Management (Morris)

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 #5
FS-11-003
FS-11-004
Hiring Process PowerPoint
University of Idaho  
Faculty Senate Meeting Minutes  
2010-11 Meeting #5  
Tuesday, September 28, 2010

Present: Baillargeon, Baker (w/o vote), Budwig [Boise], Dakins [Idaho Falls], Duval [Coeur d'Alene], Edwards, Eveleth (Chair), Fairley, Graden, Halloran, Hasko, Hopper, Horn, Hoversten, Huber, Joyce (Vice-Chair), Limbaugh, Marshall, J., Riesenberg, Stark, Strawn. Absent: Barlow, Bathurst, Haggart (w/o vote), Lawrence, Marshall, A., Mosman. Guests: 4

A quorum being present, Chair Eveleth called the meeting to order at 3:35 p.m. in the Brink Hall Faculty Lounge.

Minutes: There being no corrections or additions, the minutes of the 2010-2011 Faculty Senate Meeting #4 dated September 21, 2010 were approved (Huber, Stark) by unanimous consent of the Faculty Senate.

Chair’s Report: Senate Chair Eveleth reported on the following items:
• The chair, taking advantage of Interim Faculty Secretary Peter Haggart’s absence, expressed appreciation for the years of wisdom Haggart brings to Senate and wished to formally acknowledge his excellent performance.
• Human Resources and Human Rights, Access and Inclusion representatives will be at Senate next week to discuss ways each of us can contribute towards improving the hiring process of temporary staff.
• Ombuds Annual Report, due September 30th of each year, has been received and will be forthcoming.
• Jack McIver will be distributing draft guidelines to the university community on managing Institutes and Centers at the University of Idaho seeking feedback.
• 2011-2015 Strategic Action Plan website will soon be launched where feedback from today’s presentation as well as others from across the university can be submitted.
• The chair praised the efforts of Mary Stout, Provost’s Office, who has pursued the goal of being more responsive to faculty’s needs by preparing an improved NOI timeline (later on today’s agenda).

Provost Report:
• Toolbox Conference: Enhancing Communication in Cross-Disciplinary Research (a challenge that crosses disciplines in higher education today). Sponsored by NSF and the University of Idaho with keynote speakers from various universities, NSF, President M. Duane Nellis and our own Senator Justin Horn.
  o September 30-October 2, 2010; The Coeur d’Alene, Coeur d’Alene, Idaho
  o Website: http://www.cals.uidaho.edu/toolbox/conference.asp
• “Help Rebuild Haiti”: How the university can help rebuild Haiti, hosted by Anthony Davis and Gary Machlis. The Provost encouraged attendance by faculty, staff and students.
  o October 12, 2010, 8:30-10:20 a.m., Commons Clearwater Room (opening session)
  o 10:30-12:20 a.m., CNR Room 200 (collaborative research, teaching, outreach opportunities)

Strategic Action Plan 2011-15: Chair Eveleth, removing his hat as chair and stepping into his role as Co-Chair of the Strategic Action Plan Committee took the floor. He addressed Senate noting that he wished to provide a quick overview of how the committee approached its charge of creating the working draft
distributed today. Committee members have all agreed to provide informational sessions and/or serve as a resource to any unit and he encouraged Senators to seek them out.

Steps taken by the committee:

- President Nellis made it clear he wanted a plan that was the University of Idaho’s, not the M. Duane Nellis Plan
- Reviewed and worked with prior plan, honoring other’s work and building on that work, rather than recreate; we uncovered helpful areas and challenging areas. Feedback confirms that we, as a university, have come a long way in how we view ourselves as an institution e.g. better understanding of priorities, common interests not just at the unit level.
- Shifted towards a culture of university-oriented action and accountability (the previous plan had a greater level of accountability than plans before its time as well).
- Reviewed plans from a variety of institutions across the nation (not just our listed peers) looking for patterns, best practices, likes/dislikes, anything that would be useful.
- Sought input and had considerable dialogue with various units and colleges, keeping an eye on areas in the current plan that are still in progress and are likely to continue.
- Condensed the plan by examining previous language and determining what was necessary realizing that the University of Idaho is at a different stage today than it was when the previous plan was created.
- A commitment to focus on a common interest.

The draft you have before you is a four page, thoughtful document, which includes an introduction, values and vision, followed by 4 goals (each with its own context statement, objectives and strategies) and finally a companion piece – critical enablers. A considerable amount of time was put in and input received by many, with an eye towards having an open document, actionable words, and deliberate, concise and thoughtful sentences. The Co-Chair asked senators to break into groups and identify critical enablers that cut across the plan’s goals and strategies as well as discuss the draft given the following:

- Intended audience was internal, not whether BSU, the Press or others like it, but us at the University of Idaho.
- Parsimonious – fewer words.
- Implicit phrases such as “over the next five years” were removed - focus was on actions to take.
- Goal 4 becomes a goal by itself, something that we care about and not just a means by which we are able to accomplish the other goals.
- Critical enabler is a companion piece (derived from the University of Maryland) with the intent that its focus is to cut across all or some goals, e.g. teaching, scholarship and outreach requires facilities, individuals, finances in order to accomplish a goal; but, not every action will fall under a single goal. Think of ‘enablers of goals’ -- what should we do to enable us to reach our teaching, scholarship, outreach goals.
- This is a university level plan thus no individual units are identified. We should all be able to relate our unit to the plan and be held accountable for developing plans to support the plan.
- Actions are limited to strategies not tactics or operational activities, if something sounds tactical we want to hear about it, how does it fit as a strategy as a large organization.
- Strategies vs. tactics: What strategies do we need to cut across multiple goals in helping us achieve a goal e.g. colloquium or club that brings individuals together, debates (in or outside the classroom) to promote civility and respect, achieve competitive compensation for faculty and staff, align personnel increases with enrollment growth and research. The objective was to come up with a way to lead us to pursue/promote a goal rather than simply prepare a statement or policy to achieve that goal.
• Does the plan provide opportunities for everyone to contribute to the strategic goals, evaluate the marketing target and position, think about structure, what you like/dislike, does the introduction take us in the right direction, etc.

The group reconvened and provided the following observations about possible ‘critical enablers’:

• Structure reporting across university: engineering outreach and/or cross-listing of courses e.g. Math – 15 students/Biology – 5 students, the Biology section shows up as a low enrollment class triggering reports and problems, e.g. evaluations need to be specifically requested

• Competitive compensation – cuts across all four goals

• Technology becoming widespread and important (social media, marketing, education, internet, infrastructure, etc.)

• Accreditation agencies (agencies mandate requirements across all goals of which we must comply)

• Identify Target Areas for each of the four goals, something to aim for and work towards (discipline expertise, campus of choice, signature areas of excellence, etc.)

• Measurement – are we meeting targets? (Observable measures will increase the participation and support of any plan.)

• Curricular Structure - recognize learning experiences outside the classroom and state (course or credit for outside classroom opportunities, extension/outreach e.g. beef/cattle short course)

• Ensure students are able to read and write before they arrive or shortly afterwards (bridge gap K-12/junior college and university, recruit not only the best students but those who want to be here, transition assistance, outreach, involve students in research earlier).

• Amount of giving (goals/timing is right with economy slowly recovering)

The chair then reiterated that the committee honestly wanted feedback, noting this is a working draft and if faculty, staff and students provide input we will apply it to the final plan. However, he qualified this saying the plan will stay parsimonious and asked senators to think about actions and avoid tactics.

FS-11-001 (UCC-11-009): Transfer of M.S. Technology Training and Development degree and certificate in Idaho Falls from College of Education to College of Engineering, coming as a seconded motion from UCC, unanimously passed after a brief discussion clarifying that this would have no impact on the engineering ABET accreditation since it was a graduate degree.

FS-11-002 - NOI Timeline: The Provost reminded Senate that each year new programs seem to appear at the last minute and his office is seeking assistance from Senate in communicating the NOI Timeline to their constituents. The Timeline portrays the year long process a proposal must go through once submitted due to a review by many groups. Following our internal process (including Senate and General Faculty) it proceeds to CAAP (Council on Academic Affairs and Programs - provosts from across the state who ensure the other institutions have no concerns) and then it goes forward to the State Board. The Provost asked Senators that if they were aware of a colleague developing a new program for next fall, that they share this Timeline and specifically point out the submission deadline to his office of November 15th.

Adjournment: At 5:02 p.m. it was moved and seconded (Baillargeon, Halloran) to adjourn. The motion carried unanimously.

Respectfully submitted,

Anna Thompson, Assistant to the Faculty Secretary
Introduction

- Helpful information on hiring for temporary positions
  - The University of Idaho is an AA/EO employer and educational institution
  - Our hiring process for temporary positions is designed to be as fair as possible for both students and non-students
  - We use an online Applicant Tracking System as our hiring documentation tool (ATS)

Hiring for a Temporary Position

- Flexible
  - Posting period need only be 3 days
  - A committee is not needed, however, at least two people are recommended
  - Regional advertising not required
  - Applicant Tracking process abbreviated
  - Job description is necessary—we have samples to get started

Resources

- Your college’s Affirmative Action Coordinator is there to assist you
  http://www.uidaho.edu/humanresources/AAC
- Search Chairs in your departments are familiar with ATS and can assist with posting
- Human Resources created a step-by-step guide, advises, provides samples & training, interprets policy
dixiek@uidaho.edu, 885-3737
TO:       University Curriculum Committee
FROM:    College of Business and Economics
RE:       Change of name for an existing academic major
DATE:    September 21, 2010

The College of Business and Economics is requesting that the academic major of *Production/Operations Management* be changed to *Operations Management*. 
March 12, 2010

Dr. Dale Bower
Chief Academic Officer
Idaho State Board of Education
650 West State Street, Suite #307
P.O. Box 83720
Boise, ID 83720-0037

Dear Dale:

The University of Idaho is writing to inform the Office of the State Board of Education that in order to be consistent with terminology used by employers and businesses we are changing the name of a major in our College of Business and Economics. The current name of the major is Production/Operations Management. This will change to Operations Management.

Additionally this change better reflects the trend to positions in this functional area in the service economy. There are no other changes or requirements in the major resulting from this name change. Please do not hesitate to contact me should you need additional information.

Sincerely,

Doug Baker
Provost and Executive Vice President
March 8, 2010

MEMORANDUM

TO: Doug Baker, Provost
FROM: Jack Morris, Dean
SUBJECT: Name Change

The College of Business and Economics requests a non-substantive change for one of its major programs, Production/Operations Management. We request that the name of this major be changed from Production/Operations Management to Operations Management. This name change is consistent with terminology used by employers and businesses and better reflects the trend to positions in this functional area in the service economy. We do not feel this is a substantive change and there are no other changes or requirements in the major resulting from this name change. Thank you for considering this request, and we look forward to hearing from you and the State Board of Education regarding this request.
TO:    University Curriculum Committee  
FROM:    College of Business and Economics  
RE:    Change of name for an existing option  
DATE:    September 21, 2010  

The College of Business and Economics is requesting that the option of Professional Golf Management within the Marketing major (B.S.Bus.) be changed to PGA Golf Management.

March 11, 2010  

MEMORANDUM  

TO:    Doug Baker, Provost  
FROM:    Jack Morris, Dean  
SUBJECT:    Name Change  

The College of Business and Economics requests a non-substantive change for one of its major programs, Professional Golf Management. We request that the name of this major be changed from Professional Golf Management to PGA Golf Management. This name change is consistent with terminology used by PGA of America. PGA of America has requested that we correct our name. We do not feel this is a substantive change and there are no other changes or requirements in the major resulting from this name change. Thank you for considering this request, and we look forward to hearing from you and the State Board of Education regarding this request.