University of Idaho
2012-2013 FACULTY SENATE AGENDA

Meeting #2

3:30 p.m. - Tuesday, August 28, 2012
Brink Hall Faculty Lounge
IWC Room 390 – Boise
213 – Coeur d’Alene
TAB 321B IF4 – Idaho Falls

Order of Business

I. Call to Order.

II. Minutes.
   • Minutes of the 2011-12 Faculty Senate Meeting #26, May 1, 2012
   • Minutes of the 2012-13 Faculty Senate Meeting #1, May 1, 2012
   • Minutes of the 2012 Senate and Committee Chair Retreat, August 14, 2012
   • Minutes of the 2012 Committee Chair Workshop, August 14, 2012

III. Chair’s Report.

IV. Provost’s Report.

V. Other Announcements and Communications.
   • 2011-12 Senate Annual Report from the Faculty Secretary’s Office

VI. Committee Reports.
   • Brink Lounge Advisory Committee (Flores)

VII. Special Orders.
   • Secretary to the Faculty Senate – FSH 1520 V Section 3
   • Election of one Senate Faculty Member to Benefits Advisory Group
   • 2013-14 Sabbatical Leave Candidates

VIII. Unfinished Business and General Orders.

IX. New Business.

X. Adjournment.

Professor Kenton Bird, Chair 2012-2013, Faculty Senate

Attachments: Minutes of 2011-2012 FS Meeting #26
Minutes of 2012-2013 FS Meeting #1
Senate and Committee Chair Retreat minutes
2011-12 Senate Annual Report
Election Memo
2013-14 Sabbatical Memo
Senate FAQs
NOI Timeline

Note: Senate’s next meeting will be Tuesday, September 11. Please attend the University Faculty Meeting scheduled on Tuesday, September 4, 2012 – the regularly scheduled Senate meeting time.
University of Idaho  
Faculty Senate Meeting Minutes  
2011-2012 Meeting #26, Tuesday, May 1, 2012

Present: Aiken, Baillargeon, Baker (w/o vote), Barlow, Bird, Bowlick, Budwig (Boise), Corry, Dakins (Idaho Falls), Eckwright (w/o vote), Garrison, Goddard, Vaughn (w/o vote) for Halloran, Hartzell, Hasko, Hopper, Joyce (Chair), Marshall, Miller, Morra, Ostrom, Padgham-Albrecht, Pendegraft, Riesenberg, Safaii (Coeur d’Alene), Stark, Strawn  
Absent: Bathurst, Halloran  
Guests: 7

A quorum being present, Senate Chair Joyce called the meeting to order at 3:32PM.

Minutes: A senator suggested the following correction to the minutes from meeting #25 (April 17, 2012):

- College of Letters, Arts and Social Sciences (CLASS): Rodney Frey (3 year term, replacing graduating senator Padgham-Albrecht) and Stephan Flores (1 year term, temporarily replacing Senator Garrison for fall semester 2012 and Senator Bathurst for spring semester 2013).

It was moved and seconded (Padgham-Albrecht, Marshall) to approve the minutes of meeting #25 as amended. Approved unanimously.

Chair’s Report. The Chair reported on the following items:

- The University Faculty Meeting held on April 24 achieved a quorum. Faculty voted to adopt most of the policies passed by senate during spring 2012. Some highlights of policy changes from both fall 2011 and spring 2012 include:
  - Consensual Romantic or Sexual Relationship policy.
  - 120 credit major.
  - Stricter rules for adding and dropping classes.
  - 50% dependent tuition reduction.
  - One additional staff member to serve on senate.
  - Extended benefits to improve recruitment and retention.
  - Less stringent requirements for Emeritus status.
  - Improvements to the tenure process regarding student participation.
  - New core curriculum.

- The April 28 “Inspiring Futures” gala launching the public phase of UI’s largest ever fundraising campaign was a great success.

- Some months ago UI administration and Keith Ickes, Executive Director of Planning and Budget had developed a new Research Assistant (RA) policy that would require investigators to increase the amount of tuition support for graduate students on their grants. Ickes agreed to wait on implementation of the plan while an ad hoc committee studied it. The committee subsequently proposed a different (RA) policy, InVITE – Incentivized Voluntary Increase in Tuition for (graduate) Education. Chair Joyce distributed a handout to senators outlining InVITE guidelines, with 3 basic components: (1) investigators may choose to continue to charge students in-state tuition rates on grants and not participate in the program through an “opt out” provision; (2) if investigators wish to participate, they may do so at one of two levels; (a) level 1 allows investigators to charge $11,000 per student per academic year to their grant to cover tuition and fees and (b) level 2 charges full out-of-state tuition per student per academic year.
Investigators who choose to participate will receive 25% of the difference in tuition to further support their research. Investigators need only check one of three boxes when submitting a grant to indicate whether they wish to opt out, opt in at $11,000 or opt in for full out-of-state tuition. This faculty-centered plan will provide as much income as the originally proposed compulsory plan if 80% of investigators opt into this program and if 25% opt in at the larger amount and the rest at the smaller amount. President Nellis has approved this plan and it will be vetted by the Research Council next. At this time InvITE is here as an FYI only.

- Teaching Assistant (TA) proposal. The College of Graduate Studies (CoGS) wrote a proposal to provide tuition to all teaching assistantships at UI. The proposal went through Graduate Council, then to the University Budget and Finance Committee (UBFC). UBFC supports the CoGS proposal and would like to see this support become available to TAs as quickly as possible. UBFC suggests that this support be increased over a time period not to exceed 3 years. This recommendation came from UBFC today and it is only an FYI at this time because senate bylaws' require 24 hours' notice on any matters requiring a vote. This proposal will come back to senate next year.

- Senators Pendegraft and Riesenberg have collected suggestions for process improvement from their constituencies, as requested by the senate chair at the April 17 meeting. Senate leadership will review and prioritize the suggestions and report back on it next fall.

- This year’s crop of graduating senators includes: Shauna Corry, Max Dakins, Lou Riesenberg, SeAnn Safaai, Carrie Stark, Carol Padgham-Albrecht, Fred Barlow. Dean Aiken has been reappointed to another 1-year term. The chair informed new senators that when the meeting ends, they might see the graduating group with big smiles on their faces as they rush to the doors. Chair Joyce cautioned new senators not to make too much of it, as those senators really wish they could come back for another year.

- The Idaho State Board of Education (SBOE) members have not responded to the flagship resolution forwarded to them by senate earlier this year. That resolution remains on the senate record until it is resolved in some manner.

- Chair Joyce remarked that it’s been a pleasure to work with Kenton Bird as vice-chair and that Vice-chair Bird “saved” Chair Joyce on the core curriculum agenda item at the University Faculty Meeting. Vice-chair Bird also worked with Chair Joyce on crafting the partner benefits policy. Thank you to Gail Eckwright, Faculty Secretary, and to Ann Thompson, Assistant to the Faculty Secretary.

Chair Joyce ceded his gavel to Vice-chair Bird who spoke briefly about the resolution senate passed earlier this semester thanking Marty Peterson, former UI Special Assistant to the President, for his work on behalf of the university. Senate sent Peterson a framed copy of the resolution and Peterson responded with an inspiring thank-you letter to senate. Senator Aiken noted that Peterson will become the interim director for UI’s James A. and Louise McClure Center for Public Policy Research.

Chair Joyce again ceded the floor, this time to Gail Eckwright who thanked senate for the opportunity to serve as secretary to senate this past year. Eckwright also thanked the very excellent Ann Thompson for her greatly appreciated daily contributions to the effective and efficient operation of senate. Eckwright then thanked outgoing Chair Paul Joyce for his outstanding leadership, guidance and persistence in shepherding senate through the passage of numerous policies this past year, including several employee-friendly policies: the Expanded Health Insurance Benefits policy and the Dependent Tuition and Fee Reduction policy. As a token of appreciation from senate, Chair Joyce was presented with a gift certificate to a local restaurant and a marble paperweight inscribed with his name, senate chair dates and the UI seal.

Provost's Report. Provost Baker thanked Senate Leadership, Ann Thompson and faculty senate for a productive year. He then reported on the following items:
The Inspiring Futures gala took place on Saturday, April 28. Kate Cobb, newly elected chair of the Graduate and Professional Student Association (GPSA) was featured in one of the videos shown at the gala. UI’s fundraising goal is $225 million and we have raised $161 million during the private phase. We have 3 years to raise the remaining amount.

The first UI graduation is in Boise on Wednesday, May 2; Idaho Falls graduation is on May 3; Coeur d’Alene graduation is on May 7; and the Moscow graduation is on May 12. Commandant of the U.S. Marine Corps and University of Idaho alumnus, General James F. Amos will give the Moscow commencement address.

SBOE met in Moscow April 18-19 with the following highlights:

- SBOE approved all schools’ tuition increase requests: UI 6.1%, BSU 5.7%, ISU 5%, and LCSC 4%. President Nellis, Keith Ickes, Executive Director of Planning and Budget, and Samantha Perez, ASUI President, were very effective in their meetings with individual regents in advance of the meeting. Thanks, too, to UI students who were also supportive of this increase.
- Vice-chair Kenton Bird, Samantha Perez, Kate Cobb, and Representative Tom Trail spoke about UI’s flagship status. Board members listened attentively and stated their appreciation for all of the Idaho schools.

UI is redrafting Promotion and Tenure guidelines that currently require students and untenured faculty representation on the committees. This item was not on the SBOE agenda but will be discussed at an upcoming Council on Academic Affairs and Programs (CAAP) meeting.

Idaho academic provosts recently participated in a retreat to discuss 5-year-program plans. Idaho institutions want to start more than 100 new programs over the next 5 years. Provost Baker concluded that the institutions need to package these new programs as collections of activities in order to win SBOE approval, similar to the successful packaging of research programs through the Idaho Global Entrepreneurial Mission (IGEM).

Benefits Advisory Group (BAG). Dr. Mark McGuire, Animal and Veterinary Science, presented a brief update on the activities of this group, including:

- Blue Cross of Idaho has awarded UI the corporate wellness challenge for “excellence in colonoscopies.”
- Attendance at the recent UI Health Fair was “a little low” possibly due to weather and the SUB location. Next year’s Health Fair will be held in the Commons, if possible.
- BAG foresees few changes to the 2013 health plan for UI employees and no changes to deductibles, coverage and out-of-pocket maximums. BAG would like to improve communications with employees – consultants found that UI does a good job communicating during the initial enrollment period, but then does not follow-up well with providing adequate information about benefits.
- BAG does not yet know what will be happening with rates, but projects rates may increase a small amount. During the past 2 years the state has funded UI health insurance for only 10 of 12 months and as a result, UI dipped into reserves. The reserves probably ought to be restored to their previous levels. The projection for the increase in costs for medical, dental and vision ranges from 3-7% over the entire health plan. The state plans to fully fund 12 months of benefit coverage in 2013. BAG will be working on plan and cost changes over the summer.
- BAG is working with professional consultants to develop a survey for the UI community with the goal of conducting the survey within the next 12 months.
- The bank servicing the UI Health Savings Account (HSA) was bought out and UI employees enrolled in the HSA now will be dealing with a new bank. This is mostly a name change and UI has no control over this type of change. UI is considering going through a bidding process to get a new HSA provider sometime in the next 1-2 years.
Committee on Committees (ConC). The ConC took on several challenges during the year, including the reorganization of the Juntura and Affirmative Action and Disability Affairs committees. These two committees were reformed to create Ubuntu, and the new Americans with Disability Act Advisory Council (ADAAC) under the Director of Human Rights, Access and Inclusion. ConC also worked with the chair of the Administrative Hearing Board (AHB) and representatives from 3 administrative offices to begin streamlining the process for handling student appeals of financial and administrative decisions. The ConC has nearly completed its work of appointing committee members for next year’s committees. The committee attempts to honor requests from faculty when making appointments, and makes every effort to include UI center faculty as well as maintain discipline- and gender-balance on committees. These appointments, after senate confirmation, become effective in mid-August 2012. Most of the appointments have been made for 2012-2013, although ConC is still in the process of determining chairs for a few of the committees. Senate empowers ConC to fill any vacancies that occur over summer. Committee appointments come as a seconded motion from the Committee on Committees. Motion carried.

Spring 2012 Graduates. Chair Joyce circulated the list of degree candidates for Spring 2012 commencement, which included names from Summer 2011, Fall 2011 and Spring 2012. It was moved and seconded (Garrison, Baillargeon) to approve all names on the list. Motion carried.

Adjournment: It was moved and seconded (Bowlick, Corry) to adjourn at 4:19PM. Approved.

Respectfully submitted,

Gail Z. Eckwright
Faculty Secretary
University of Idaho  
Faculty Senate Meeting Minutes  
2012-2013 Meeting #1, Tuesday, May 1, 2012

Present: Aiken, Baillargeon, Baker (w/o vote), Bathurst, Bird (Chair), Budwig (Boise), Cobb, Eckwright (w/o vote), Flores, Frey, Goddard, Vaughn (for Halloran), Hartzell, Hasko, Hopper, Joyce, Manic (Idaho Falls), Marshall, Miller, Morra, Ostrom, Pendegraft, Safaii, Strawn, Stuntzner (Coeur d’Alene)  
Absent:  
Karsky

A quorum being present, Provost Baker opened the meeting at 4:21PM.

Provost Baker, acting as chair, invited new senators to introduce themselves: Milos Manic (Idaho Falls), Susan Stuntzner (Coeur d’Alene), SeAnne Safaii (CALS), Rodney Frey (CLASS), Kate Cobb (Graduate and Professional Students Association), and Stephan Flores (CLASS).

The floor was opened to nominations for the position of chair. It was moved and seconded (Garrison, Joyce) to nominate Professor Kenton Bird. No other nominations were forthcoming. Provost Baker next opened the floor to nominations for vice-chair. It was moved and seconded (Joyce, Pendegraft) to nominate Professor Trish Hartzell. No additional nominations were forthcoming.

The Provost pointed out that senate bylaws require a waiting period of 3 days after the nominations close and before voting. It was moved and seconded (Joyce, Baillargeon) to waive the 3-day rule. Motion carried.

Ballots were then distributed to senators who voted unanimously to elect Professor Bird as senate chair-elect and Professor Hartzell as vice-chair-elect. Senators at the UI Centers voted via email.

Chair-elect Bird declared it an honor to serve as chair and to continue the strong foundation laid by Chair Joyce this past year; and he looks forward to another active, but perhaps less hectic, year.

Vice-chair-elect Hartzell hopes to learn from the chair-elect and would like to engage more faculty in the governance process.

Adjournment: It was moved and seconded (Joyce, Baillargeon) to adjourn at 4:36PM. Senators indicated their assent by rising and exiting in concert.

Respectfully submitted,

Gail Z. Eckwright  
Faculty Secretary and  
Secretary to Faculty Senate
Senate members present: Aiken, Baillargeon, Baker (w/o vote), Bathurst, Bird (chair), Cobb, Eckwright (w/o vote), Flores, Frey, Hartzell (vice-chair), Hasko, Karsky, Miller, Morra, Pendegraft, Safaii, Wilhelm for A. Smith, Strawn, Stuntzner (CDA), Teal
Committee Chairs present: Bitterwolf, Eckwright, Hartzell, Krogh, Metlen, Nekich, Nutting, Perret, Porter, Schwarzlaender, Seegmiller, Shafii, Sigler, Sisodiya, Sprague, Stone, Tallent, Top
Guests: President M. Duane Nellis and Provost Doug Baker

Senate Chair Kenton Bird welcomed senators, committee chairs, President Nellis and Provost Baker to the retreat and outlined the main purposes for the event: to bring everyone together so we have the opportunity to match faces and names; and to bring faculty leadership together to identify important issues, as well as to hear from the executive team. Chair Bird noted the newly restored steps to the building and the recently uncovered original name of the building: Willis Sweet Hall. Willis Sweet was the first president of the Board of Regents for the University of Idaho. The Chair gave a brief overview of the history of faculty governance at U-Idaho, which has evolved into shared governance that involves faculty, staff and students. Chair Bird then asked all participants to introduce themselves to the group.

Next Chair Bird invited University of Idaho President M. Duane Nellis to speak to the assembly. President Nellis began by thanking senators, committee chairs, and current and past senate leadership for their work. The President then turned his remarks to the exceptional significance of the university’s shared governance system and he emphasized his great respect for the roles of all involved: students, staff and faculty as well as the leadership for each group. President Nellis stressed his strong support for the shared governance relationships and he noted that he meets regularly with leadership groups to discuss strategies and challenges and to work collectively to solve problems. For example, last year, faculty, staff and student groups worked closely with President Nellis in taking the tragedy that started the fall semester and using it to implement changes throughout the university that have made it a better place. The President then highlighted some of the accomplishments during the past year: a strengthened faculty-student relationships policy [Faculty Staff Handbook (FSH) 3205]; “plus one” health benefits [FSH 3705]; and dependent tuition benefit [FSH 3780]. Additionally, leadership groups worked with the administration in making positive curriculum changes. President Nellis then spoke about the budget and noted that while universities in Washington, Oregon, Nevada and California continue to struggle with additional budget cuts, the University of Idaho has received a budget increase. U-Idaho is up 4% in the state appropriated budget for this year after 3 previous years of budget cuts. We received a 2% across-the-board faculty and staff salary increase, partially funded by the state; a 6.1% tuition increase helped fill the funding gap. President Nellis also was able to carve out well-received merit increases in an effort to retain the most outstanding faculty and staff. Earlier in summer JFAC (the Legislature’s Joint Finance and Appropriations Committee) spent a full day at U-Idaho, Moscow, for the first time in 10-12 years and were impressed but also recognized challenges with our facilities. President Nellis will continue to work with legislative leadership to make CEC [change in employee compensation] an ongoing priority in FY14. Other variables impacting the budget include BSU’s continuing concerns about equity funding, despite the agreement signed by BSU in 2007 in which it agreed that the issue had been resolved to its satisfaction. The State Board of Education (SBOE) will be linking new monies to the implementation of performance contracts based on a limited number of goals for each institution. Some of the goals will be shared among all institutions, such as graduation rates and retention; other goals will be specific to individual institutions. Successfully meeting goals will result in new monies, including CEC; but money may be held back if goals are not met. At this week’s meeting the SBOE also will be reviewing University of Idaho’s request to add a 2nd year to the U-Idaho law program in Boise.
We currently provide only the 3rd year of the law curriculum in Boise, but we have a goal of eventually providing all 3 years as a satellite program there. WWAMI (Washington, Wyoming, Alaska, Montana, and Idaho) medical education program is looking to expand from 20 to 25 seats in the Idaho program. SBOE has improved our request to expand the program and next the legislature will determine whether to fund the expansion. President Nellis then briefly recapped the “Inspiring Futures” $225 million capital campaign which brought in $168 million during the silent phase. The public phase of the campaign was launched in Spring 2012 and will be completed at the end of 2014, the 125th anniversary of the University of Idaho. U-Idaho’s athletics’ program was recently recognized in a Texas A&M study as 10th in the nation for efficiency in program spending. Idaho finished 2nd in the Commissioner’s Cup, an award given to the school that performs best in the WAC’s (Western Athletic Conference) 19 men’s and women’s championships. University of Idaho’s students rank among the top student athletes in the conference in academics and graduation rates. The Stan Bates award recognizes the top male and female scholar-athletes in the conference and this year’s award winners are both from U-Idaho. Idaho has now garnered 8 Stan Bates awards, the most of any school in the WAC. There are ongoing discussions about creating an alliance between the WAC and Big Sky conferences, as WAC is down to five teams. It is possible that U-Idaho could go to the Big Sky conference for all sports except football, which would possibly go “independent.” Athletic conference affiliations will be on this week’s SBOE agenda.

In response to a senator’s question, President Nellis spoke briefly about U-Idaho’s celebration of the 150th Anniversary of the creation of the Morrill Act. President Nellis led a group of U-Idaho administrators, faculty and staff leadership in a 3-day bus tour of the state in July in recognition of the Morrill Act. Stops included Grangeville, McCall, Cascade, Boise, Hailey, Kimberly, Hagerman and other sites along the way. In the spirit of the Morrill Act the tour served as a reminder to people across the state and to ourselves of the breadth of the University of Idaho and its impact on the state.

A senator inquired about how the decision was made to invite George P. Bush to be the keynote speaker for this week’s upcoming convocation. President Nellis explained that a faculty-student committee formed through the Dean of Students’ Office. The committee made the recommendation based on Bush’s diverse background (his mother is Hispanic) and his national recognition as a motivational speaker.

A senator noted that the football players in his classes are “nice kids” and he appreciates having them in his classes. Another senator observed that at a recent national conference there were many faculty, staff and students present who expressed “envy” for the shared governance system at the University of Idaho and for the close working relationship between students and administration.

President Nellis then thanked the assembly for their dedicated work with students and research and for their roles in making his work easier each day.

Chair Bird thanked President Nellis for his time and then introduced Provost Doug Baker. Provost Baker began by recognizing the importance of communication between all who work at the University of Idaho and encouraging senators and committee chairs to continue the tradition of sharing information throughout their colleges and units. Provost Baker noted that the pace of higher education has accelerated, due in part to budget reductions and economic challenges, and that public institutions are generally not set up to react quickly to events. By working through U-Idaho’s committee and senate structures we may be able to move things more quickly in response to changes, and last year’s senate was a good role model for showing how an accelerated pace can lead to significant accomplishments. One new opportunity is the Confucius Institute, through which the Chinese government provides funding for language and cultural programs in the United States. Dean Katherine Aiken, College of
Letters, Arts and Social Sciences and Dean Jie Chen, College of Graduate Studies, have met with Chinese embassy officials to discuss possible roles for U-Idaho in creating these programs. Further discussion about this opportunity will be coming to senate in the near future. The University of Idaho is currently in a 5 year cycle for accreditation with the Northwest Commission on Colleges and Universities (NWCCU). Last year we addressed our mission statement and core themes for Standard 1. This year we are writing Standard 2 which requires us to describe how we will fulfill our mission. Our goals include growing our enrollment to 16,000 and growing research by 50% to $150 million by 2020. Enrollment for this year is up slightly in freshmen and a significant increase for dual enrollment which is an important bridge to higher education for students. Enrollment is down in most other areas with sophomore numbers down this year as we had a smaller freshmen class last year. Factors contributing to a lower enrollment this year include: a reduction in the number of WUE (Western Undergraduate Exchange) scholarships awarded last year; a reduction in the number of credits required for graduation from 128 to 120; an adjustment to the waiver policy for spouses of employees of other Idaho institutions; and a decline in transfer students. In the past enrollment figures have been announced on Day 10 of the semester, but if the SBOE approves the request U-Idaho will be changing to an October 15 reporting date. This change will enable us to provide a more accurate figure, as enrollments typically go up after the 10th day of the semester. Graduate student enrollments are down due to the overall economy, a change in-state tuition waivers and a change in how transcripts were being vetted. Dean Chen has made appropriate changes to bring the vetting process back to the way it was previously done. The College of Law’s enrollment is down 20-25 students from last year, which was anticipated with the opening of a private law school in Boise this year. This is also part of a national trend in law school enrollments which tend to be cyclical in nature.

Thanks to President Nellis for hosting a dinner for the 41 new faculty hired this year. They are an impressive group, with a sense of community and an openness to collaborative and interdisciplinary approaches. The Consensual Romantic and Sexual Relationships Policy was passed by senate last year and the university also made other safety changes based on the President’s blue ribbon panel recommendations in the wake of U-Idaho student Katy Benoit’s tragic death. The university has placed a granite bench on campus in her memory.

In response to a senator’s question Provost Baker reported that we would not have 5% enrollment growth this year and that our goal of 16,000 students would likely be achieved via a “lumpy curve” and not through a straight line of growth, but we need to grow faster. Provost Baker then discussed the importance of the marketing concepts “product, place, price and promotion” in relation to enrollment growth. Our “product” is what we are selling, i.e., a great education – but are we up-to-date, are we engaging students, do we have the pedagogy, do we need to evaluate our product and make adjustments? The “place,” Moscow, the three centers (Coeur d’Alene, Boise and Idaho Falls) and Twin Falls offer great cultural and physical environments, as well as online opportunities. The U-Idaho “price” has been discounted too much in the past and we want to change that to collecting more tuition so that we can hire more faculty and staff, and provide raises. “Promotion” comes through involvement at different levels and initial surveys indicate a positive response to our improved efforts at broader branding. There are roles for department chairs and faculty in bringing students in and in addressing retention rates, as changes in retention dramatically affect enrollment. It is all a work in progress with more work to be done.

Chair Bird thanked Provost Baker and then excused committee chairs to attend their workshop with Professor Dan Eveleth, College of Business and Economics, and Ann Thompson, Assistant to the Faculty Secretary. Senators remained in the room to participate in a brainstorming session with Kenton Bird, Senate Chair; Trish Hartzell, Senate Vice-chair; and Gail Eckwright, Faculty Secretary.
Senate Brainstorming Session

Present: Baillargeon, Bathurst, Bird (chair), Cobb, Eckwright (w/o vote), Flores, Frey, Hartzell (vice-chair), Hasko, Karsky, Miller, Morra, Pendegraft, Safaii, Wilhelm for Smith (w/o vote), Strawn, Stuntzner (Coeur d’Alene), Teal.

Chair Bird began by asking senators to make suggestions for senate agenda items for the upcoming year in three categories: carryover issues, new topics, and speakers. Senate Leadership will prioritize the suggestions for the year’s senate agendas.

Senators made the following suggestions (items with * added after the meeting):

1. Carryover issues:
   - Vandal Community Hour: need to come up with implementation plan; need to see Registrar’s data.
   - Process Improvement/Continuous Improvement: questions remain about the center.
   - Parking: operating as a profit-center, should be run as a service. Also, current policy and data.
   - Swim Center: new fee structure.
   - Classification and Compensation Task Force: questions about “freeze” on hiring.
   - Law students will again request a seat on senate: GPSA senator will represent both SBA & GPSA for the present.
   - Brink Lounge renovation: invite senator Flores to speak as he is a member of the Brink advisory committee.
   - CORE: implementation of new General Ed requirements, including requirement for transfer students to take Great Issues and capstone courses.*

2. New Topics:
   - Update on “Operation Education.” Also, learn more about how to teach and interact with veterans returning from conflicts.
   - RA & TA policy issues: these have been satisfactorily resolved.
   - Lack of transparency on recent merit increases (selection criteria and who received them).
   - Senate as “policy watchdog”; senate and committees need to be more involved in university processes.
   - Plus/Minus grading.
   - Instructors/Senior instructors: need to encourage Faculty Affairs Committee to complete their work on this matter.
   - Related issue: Clinical Faculty Rank; can a Clinical Faculty member of senior rank serve on Promotion (not Tenure) committee? Definition of “clinical” may not suit the needs of the College of Business and Economics.
   - Dependent tuition policy: questions remain, policy vaguely worded?
   - Safety & Loss Control Committee: ask it to consider imposing bans on tobacco on campus, as well as bans on bicycles, skate boards and long boards.
   - Administration: need to give justification for hiring new administrators; process should parallel the process for hiring faculty.
   - Applicant Tracking System: are some exempt from using this system?
   - Distance Education and online delivery of courses. (Fehrenbacher)
• Enrollment: Data needed for plans to getting to 16,000 students in 8 years.
• Senate suggestion box on the senate website? Issues with confidentiality.
• Benefits Advisory Group: Invite it to senate this fall when it is able to speak to the new benefits plan and costs.
• Student course evaluations*
  o Extend evaluation period into Finals Week to boost response rate
  o Remove comments/scores from respondents outside the norm (outliers)
• Attendance by non-students (i.e. parents, prospective students) in classes*

3. Speakers to invite:
• Ron Smith: bring in for Parking; Process Improvement; and Swimming Center fees.
• Scott Metlen, chair of Parking committee.
• S. Flores, senate rep on Brink Lounge Advisory group.
• Keith Ickes: meeting/workshop on how does the budget work?
• Jack McIver: How do we grow the research enterprise? Also, one senator has been told we lose money on research ...?
• Steve Neiheisel, VP, Enrollment Management
• Ellen Schreiber, Ombuds Office
• New directors of:
  o Human Resources: Gregory Walters
  o Information Technology Services: Dan Ewart
  o International Programs: Susan Bender
  o Admissions: Cezar Mesquita
• Off-campus directors/VPs:
  o Trudy Anderson
  o Charles Buck
  o Bob Smith

Finally, senators made several suggestions regarding invitees and their presentations at senate meetings:
• Speakers should provide written material, possibly including but not limited to the first draft of the presentation, for senators to review in advance of the speaker’s appearance at senate.
• For example, Ron Smith could provide current policy and data for parking prior to his visit to senate. Data may be provided via websites.
• Senators should be prepared to ask questions of guest speakers.
• A senator noted the importance of “nit-picking” on policy matters at senate meetings. He reminded all present that the discussion at senate is the opportunity to ask the important questions before an item becomes policy.

Meeting adjourned at 12:17PM.

Respectfully submitted,

Gail Z. Eckwright, Faculty Secretary
Present: Miranda Anderson (Teaching & Advising), Pam Bathurst (Academic Hearing Board), Ellen Kittell (Borah), Nancy Krogh (Facilities), Scott Metlen (Parking), Andrew Nutting (Student Financial Aid), Robert Perret (Faculty Affairs), Jason Porter (UCGE), Lysa Salsbury (Borah), Mark Schwarzlaender (Admissions), Sanjay Sisodiya (Commencement), Nancy Sprague (Sabbatical Leave), Becky Tallent (Academic Petitions)

What attracts faculty, staff and students with limited time to volunteer for committee service, again and again?
Sense of accomplishment (e.g. policy changes were effected), efficient use of time, meeting new people, learn more aspects of the university, and also important are treats (e.g. chocolate, cookies).

SHARED GOVERNANCE
- Chronicle of Higher Education (2009): “it is a delicate balance between faculty and staff participation in planning and decision-making processes, on the one hand, and administrative accountability on the other.”
- Territorial Act – 1889: The faculty, president, and regents are jointly responsible for governing the University.
- Northwest Commission on Colleges and Universities (NWCCU), Standard Two: Recent university accreditation visits have focused on governance processes at universities, obtaining minutes of Senate and Committee meetings and interviewing faculty and senate chairs.

Governing the University of Idaho is something we want to do; but, it is also something we are obligated to do:
1) We have a spirit of what we should be doing;
2) We have an obligation to our state dating back to 1889; and
3) We have accreditation reasons and thus must govern well.

Structure/Process:
- President, University Faculty (FSH 1520 & 1540), Faculty Senate (FSH 1580), University Committees Reporting to Senate (FSH 1640 - see attached list of Senate committees), anyone at the university – not necessarily in this order, are all within the UI structure involved in the process.
- Realize that the committees are an extension of Senate and thus you are not alone.
- Senate may choose to delegate an issue to you, e.g. revisit a policy which falls under your committee’s realm; or, you may have an issue you wish to bring to Senate’s attention e.g. restructuring/revision of your committee, etc. Be sure to contact the Senate Leadership (Chair of Senate, Vice Chair of Senate, and Faculty Secretary) to get on their docket (agendas fill fast).
- Anyone can bring your committee and/or Senate an issue (wherein Senate may refer to your committee).
- Keep in mind when working on an issue that the end approval lies with the President, who must consider all ramifications to the university. Knowing that you have several groups who must consider any issue you bring forward is beneficial to fully understand. If you wish your committee’s work to be productive, know who your audience will be and where each group’s interests lie e.g. legal (General Counsel); Senate (Senate Leadership); another Committee chair or administrative unit. Understand that this is not to seek approval, but to seek advice/counsel from all parties in order to identify and then resolve or anticipate potential problems before sending an issue for vote by Senate, University Faculty, and President.

MANAGING THE COMMITTEE
Chair’s Role:
- Look up committee function/structure (FSH 1640) and share with your committee at the first meeting. http://www.webs.uidaho.edu/fsh/1640.html
- Guidelines for Chairs see FSH 1620 C. http://www.webs.uidaho.edu/fsh/1620.html
- Become familiar with the function of your committee. As the year progresses pay attention to whether the function reflects your committee actions, has anything changed, could members be increased/decreased. You are actively living this function, if you believe it needs to be revised offer recommendations to Committee on Committees (ConC) through the Faculty Secretary and/or Senate Leadership. You have a lot of control and oversight over your committee.
- Set stage at first meeting: clarify purpose of committee, establish meeting time (if different than that listed in FSH, make sure all vote on the time change), establish procedures (e.g. use of email allows more time for the necessary face-to-face discussion/vote). Members can set aside this time and will know what to expect.
Critical to all is the historical record keeping of meetings: “Minutes” are not a trivial matter and have many important purposes. Chairmanship of senate and committees is typically one year thus the ability to revisit history is crucial: 1) saves rehashing issues/repeating history, 2) provides institutional memory e.g. why/how/when a past policy was changed, 3) provides supporting documentation to ensure an issue you’ve worked so hard on gets approved, and 4) allows new chairs to gain a better understanding of the group’s work and future issues.

Send copies of minutes, agenda and documents to the Faculty Secretary’s Office for the historical archives.

A chair works both in and outside the committee (boundary spanning).

- Connect with General Counsel if unsure of a policy change, catching problems in advance. You are not seeking approval, only guidance.
- Explore all possible roadblocks and/or policy implications (senate leadership may have knowledge of ongoing events that may impact your committee’s work, they also meet with provost monthly and president a few times a semester)
- Seek others who might help you e.g. other committee chairs and/or members (including Senate) or those who might have an interest, opposed or in support.

Meeting Management Tips:

- Chocolate and/or cookies! 😊
- Agenda: set in advance, distribute and stick to it.
- Summarize ramblers bringing committee back on topic.
- Recognize all comments and involve all members, even if connecting with them outside a regular meeting to allow them to contribute in a way they feel comfortable.
- Everyone is busy, members will come and go as their schedule permits -- starting and ending on time plus staying on task recognizes all members’ time as being valuable.
- Create sub-groups to address a particularly controversial/in depth issue that will report back with a summary to the committee as a whole.
- Recognize patterns and standardize, if possible.
- Conflict of interest: recuse oneself from the discussion/voting. Note: documentation in the minutes for cases such as this, that may lead to an appeal, is crucial.
- Charged topic with strong opposing views: understanding all sides to an issue and finding a common ground will lead to a productive meeting. As chair you have the opportunity to set the stage. Determine what everyone might agree to and what would be a positive and productive conversation. Example: Senate meeting - firearms on campus which had two very strong views: 1) guns on campus improve safety, and 2) a gun free campus improves safety. Approach: acknowledged and recognized all views, determined the focus and guided the committee in a positive direction and agreeable solution. The focus became: “State government should not involve itself in local level policy setting.” This avoided not only unproductive and heated discussions, but an unsolvable situation of bringing together two strongly opposed views.
- Ex officio: typically non-voting members who provide valuable expertise/knowledge and play a critical role on committees. They also have a network of others with whom they can draw. Meet with them first to establish mutual goals for the year. Seek out their expertise before, during and/or after meetings. Sometimes challenging is managing their strong opinion given their expertise in a particular area thus your meeting with them ahead of a meeting might save the committee valuable time.
- Institutional Review and Assessment: collects a lot of information and data that you might find useful. See today’s handout, University of Idaho’s National Survey of Student Engagement – NSSE and handout “The Student Experience in Brief at the University of Idaho”.
- Ask to be put on the Senate agenda if there is something you wish to have broader communication, input or vote. Plan to attend the Senate meeting providing a brief overview, in memo format perhaps using excerpts from minutes and/or providing any helpful handouts. If it is coming for vote address potential questions e.g. why, how, financial and other impact(s). As chair, the better prepared you are the more likely that your committee’s work will meet with success. If a briefing is not provided, Senate will rehash the work already performed by your committee and return asking for answers.

Final note: chocolate/cookies.

Respectfully submitted,
Ann Thompson, Assistant to the Faculty Secretary
Following is the 16th annual report showing the items of discussion and accomplishments of the 2011-2012 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-six times during the 2011-2012 academic year. This report is intended to provide a summary of Faculty Senate activities in 2011-12 for the benefit of the broader UI community. (Numbers in parentheses in parts II, III and IV 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](http://www.webs.uidaho.edu/uipolicy)

I. Disposition of Agenda Items:

<table>
<thead>
<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>
<th>President/ Provost</th>
<th>Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSH</td>
<td>UP-12-003</td>
<td>Sue Clark</td>
<td><strong>FS-12-001</strong>: FSH 3460 Overtime Work, Comp. Time, and Holidays</td>
<td>9/6/11 #3 appr.</td>
<td>UFM 12/13/11</td>
<td>Pres. 1/10/12</td>
<td>n/a</td>
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<tr>
<td>NOI</td>
<td>UCC</td>
<td>Law</td>
<td><strong>FS-12-002</strong>: Business Law &amp; Entrepreneurship Emphasis – UCC-12-006</td>
<td>9/20/11 #4 unanimous</td>
<td>GP 53</td>
<td>Pres. 11/30/11</td>
<td>7/17/12</td>
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<td>NOI</td>
<td>UCC</td>
<td>CLASS</td>
<td><strong>FS-12-003</strong>: History – Discontinue Minor in Classics – UCC-12-007</td>
<td>9/20/11 #4 1 no, 2 abstentions</td>
<td>GP 53</td>
<td>Pres. 11/30/11</td>
<td>5/29/12</td>
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<td>NOI</td>
<td>UCC</td>
<td>Natural Resources</td>
<td><strong>FS-12-004</strong>: Forest Ecology and Biogeosciences change to Forest, Rangeland, and Fire Sciences UCC-12-007</td>
<td>9/27/11 #5 unanimous</td>
<td>GP 53</td>
<td>Pres. 11/30/11</td>
<td>3/14/12</td>
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<td>UCC</td>
<td>Agriculture and Life Sciences</td>
<td><strong>FS-12-005</strong>: UCC-12-010 J.D./M.S. Bioregional Planning and Community Design</td>
<td>10/11/11 #7</td>
<td>GP 53</td>
<td>Pres. 11/30/11</td>
<td>3/15/12</td>
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<td>APM</td>
<td>UP-12-006</td>
<td>General Counsel/Risk</td>
<td><strong>FS-12-006</strong>: APM 5.08 – Vehicle Coverage and Use</td>
<td>10/18/11 #8 11/29/11 #13 appr. consent agenda</td>
<td>UFM 12/13/11</td>
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<td>UP-12-007</td>
<td>General Counsel/Risk</td>
<td><strong>FS-12-007</strong>: FSH 3860 – Grievance Procedures for Classified Employees</td>
<td>10/18/11 #8 11/29/11 #13 appr. consent agenda</td>
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<td>FS-12-008: Department of Fish and Wildlife Resources name change to Department of Fish and Wildlife Sciences - UCC-12-022</td>
<td>10/25/11 #9 appr. unanimous</td>
<td>GP #53</td>
<td>Pres. 11/30/11</td>
<td>3/14/12</td>
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<td>FSH</td>
<td>UP-12-008</td>
<td>Hoey Graham/ Carmen Suarez</td>
<td><strong>FS-12-009:</strong> FSH 3205 – Consensual Romantic or Sexual Relationships</td>
<td>10/8/11 #8 11/1/11 #10 11/8/11 #11 Appr. unanimous w/changes</td>
<td>UFM</td>
<td>Pres. 12/13/11</td>
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| NOI | UCC | Education                | **FS-12-010a:** UCC-12-033a Rehabilitation and Community Counseling Program and School Counseling Program  
**FS-12-010b:** UCC-12-033b Disc. EdS School Psychology  
**FS-12-010c:** UCC-12-033c Rehabilitation Counseling Category R Certificate                                                                 | 11/8/11 #11 appr. unanimous | GP #54 | Pres. 1/17/12 | 2/16/12 |
| NOI | UCC | Education                | **FS-12-011:** UCC-12-035 Disc. BS Physical Education major in Athletic Training                                                                                   | 11/8/11 #11 appr. unanimous | GP #54 | Pres. 1/17/12 | 5/29/12 |
| NOI | UCC | CALS                     | **FS-12-012:** UCC-12-036 Dept. of Agricultural Education & 4-H Youth Dev. Discontinue Sustainable Small Acreage Farming & Ranching Academic Certificate                                                                 | 11/8/11 #11 appr. unanimous | GP #54 | Pres. 1/17/12 | 5/29/12 |
| NOI | UCC | CLASS                    | **FS-12-013:** UCC-12-037 Dept. of Modern Languages & Cultures, minor in Asian Studies                                                                                       | 11/8/11 #11 appr. unanimous | GP #54 | Pres. 1/17/12 | 2/14/12 |
| Catalog | UCC | Registrar                | **FS-12-014:** UCC-12-029 Regulation J – 120-credit requirement                                                                                                          | 11/15/11 #12 11/29/11 #13 appr. | UFM    | Pres. 10/12 | n/a     |
| NOI | UCC | Natural Resources        | **FS-12-015:** UCC-12-034 Forest Products to Renewable Resources                                                                                                          | 11/29/11 #13 appr. | UFM    | Pres. 10/12 | 2/14/12 |
| Catalog | UCC | Registrar                | **FS-12-016:** (UCC-12-039) Regulations B and C  
**FS-12-016rev:** Reg. B&C minor edit                                                                                                                                     | 11/29/11 #13 appr. | UFM    | Pres. 10/12 | n/a     |
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<tr>
<th>Code</th>
<th>Title</th>
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<td>FSH UP-12-011</td>
<td>Faculty Secretary Office</td>
<td><strong>FS-12-017:</strong> FSH 1520 - Constitution of the University Faculty</td>
<td>12/6/11</td>
<td>#14</td>
<td>appr. w/edits</td>
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<td><strong>FS-12-018:</strong> FSH 1540 - Standing Rules of the University Faculty</td>
<td>12/6/11</td>
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<td>NOI UCC Engineering</td>
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<td><strong>FS-12-019:</strong> UCC-12-043 Change name Technology Training and Development to Industrial Technology and discontinue option</td>
<td>11/29/11</td>
<td>#13</td>
<td>appr.</td>
<td>UFM 12/13/11</td>
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<td>FSH UP-12-013</td>
<td>Provost/Faculty Secretary (ck cover)</td>
<td><strong>FS-12-020:</strong> FSH 3520 – Tenure (FYI, minor edits)</td>
<td>12/6/11</td>
<td>#14</td>
<td>n/a</td>
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<td>FSH UP-12-014</td>
<td>Provost/Faculty Secretary (ck cover)</td>
<td><strong>FS-12-021:</strong> FSH 3560 – Promotion (FYI, minor edits)</td>
<td>12/6/11</td>
<td>#14</td>
<td>n/a</td>
<td>n/a</td>
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<td>FSH UP-12-016</td>
<td>D-8 – Jeanne Christiansen</td>
<td><strong>FS-12-022:</strong> FSH 1565 Academic Ranks and Responsibilities</td>
<td>1/24/12</td>
<td>#15</td>
<td>appr.</td>
<td>Pres. 5/30/12</td>
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<td>FSH UP-12-017</td>
<td>E – Senate Leadership</td>
<td><strong>FS-12-023:</strong> FSH 3780 Dependent Tuition and Fee Reduction</td>
<td>11/29/11</td>
<td>#13</td>
<td>1/31/12</td>
<td>Pres. 5/30/12</td>
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<td><strong>Dist. Prof. does not limit the President’s discretion in making the final decision to confer the rank.</strong></td>
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<td>FSH UP-12-018</td>
<td>Senate Leadership</td>
<td><strong>FS-12-024:</strong> Regulation J-3 (General Education Core – not for vote) UCC-12-056</td>
<td>2/14/12</td>
<td>#18</td>
<td>2/21/12</td>
<td>Pres. 5/30/12</td>
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<td><strong>appr. 14-5</strong></td>
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<td><strong>FS-12-025:</strong> FSH 3520 – Tenure</td>
<td>2/28/12</td>
<td>#20</td>
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<td>FSH UP-12-020</td>
<td>Faculty Secretary Office</td>
<td><strong>FS-12-026:</strong> FSH 1540 – Standing Rules of University Faculty - Open Meetings</td>
<td>2/28/12</td>
<td>#20</td>
<td>3/6/12</td>
<td>Pres. 5/30/12</td>
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<td>FSH UP-12-021</td>
<td>Kenton Bird</td>
<td></td>
<td>2/28/12</td>
<td>#20</td>
<td>3/6/12</td>
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<td>Action</td>
<td>Date Signed</td>
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<tr>
<td>Provost/Senate Leadership</td>
<td>UP-12-022</td>
<td><strong>FS-12-027:</strong> FSH 3560 – University Promotion Committee membership (Provost/Senate Leadership)</td>
<td>2/28/12 #20</td>
<td>UFM 4/24/12</td>
<td>Pres. 5/30/12</td>
<td>n/a</td>
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<td>Provost</td>
<td>UP-12-019</td>
<td><strong>FS-12-028:</strong> FSH 3760 – Educational Privilege</td>
<td>3/6/12 #21</td>
<td>UFM 4/24/12</td>
<td>Pres. 5/30/12</td>
<td>n/a</td>
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<tr>
<td>General Counsel</td>
<td>UP-12-025</td>
<td><strong>FS-12-029:</strong> Sexual Harassment &amp; Violence Pertaining to Students – Emergency Policy</td>
<td>3/6/12 #21</td>
<td>See FS-12-038 below</td>
<td>See FS-12-038 below</td>
<td>n/a</td>
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<tr>
<td>Task Force/Faculty Affairs</td>
<td>UP-12-026</td>
<td><strong>FS-12-030:</strong> FSH 3705 – Expanded Health Benefits (formerly Partner Benefits)</td>
<td>3/20/12 #22</td>
<td>UFM 4/24/12</td>
<td>Pres. 5/30/12</td>
<td>n/a</td>
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<td>Human Resources</td>
<td>UP-12-023</td>
<td><strong>FS-12-031:</strong> FSH 6241 Nepotism</td>
<td>3/20/12 #22</td>
<td>UFM 4/24/12</td>
<td>Pres. 5/30/12</td>
<td>n/a</td>
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<td>Sub-Committee of Senate</td>
<td>UP-12-026</td>
<td><strong>FS-12-032:</strong> FSH 1590 – Unit By-laws</td>
<td>4/3/12 #23</td>
<td>UFM 4/24/12</td>
<td>Pres. 5/30/12</td>
<td>n/a</td>
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<td>Sub-Committee of Senate</td>
<td>UP-12-027</td>
<td><strong>FS-12-033:</strong> FSH 1420 – University Administration</td>
<td>4/3/12 #23</td>
<td>UFM 4/24/12</td>
<td>Pres. 5/30/12</td>
<td>n/a</td>
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| Faculty Secretary Student Bar | UP-12-029 | **FS-12-034:** FSH 1580 – Bylaws of Faculty Senate  
- Update  
- Student Bar Association (SBA) rep to Senate | 4/3/12 #23 | UFM 4/24/12 | Pres. 5/30/12 | 6/25/12 |
| Staff Affairs Student Bar | UP-12-018 | **FS-12-035:** FSH 1520 – University Constitution - Senate Membership  
- Increase Staff to Two (2)  
- Add Student Bar Association Rep | 1/24/12 #15 | UFM 4/24/12 | Pres. 5/30/12 | 6/25/12 |
| Carmen Suarez | UP-12-030 | **FS-12-036:** Americans with Disabilities Act Advisory Committee | 4/3/12 #23 | FYI 4/24/12 | n/a | n/a |
| Affirmative Action & Disabilities Affairs & Juntura | UP-12-030 | **FS-12-037:** Ubuntu (formerly Affirmative Action and Disabilities Committee and Juntura) | 4/3/12 #23 | FYI 4/24/12 | n/a | n/a |
| General Counsel | UP-12-025 | **FS-12-038:** FSH 2350 – Sexual Harassment & Sexual Violence Policy Pertaining Specifically to Students | 4/10/12 #24 | UFM 4/24/12 | Pres. 5/30/12 | n/a |
| ASUI | ASUI | **FS-12-039:** Vandal Hour* | 4/17/12 #25 | n/a | n/a | n/a |
II. The Faculty Senate Received Reports, Presentations from and Engaged in Discussions Concerning:

- 128 credits changed to 120 (7,9,11,12,17)
- 2010-11 Faculty Senate Annual Report (2)
- 5-year program plans (26)
- Accreditation, Northwest Commission on Colleges and Universities (NWCCU) (4,10,11,15,19)
- Assessment of Student’s Learning (10)
- ASUI Resolution in Support of FSH 3205 (10)
- Athena Report on Campus Climate (21)
- Athletic Advisory Board Report (7)
- Athletics (9)
- Benefits 2013 (26)
- Benefits Advisory Group (4,26)
- Campus Planning & Advisory Committee (14)
- Center for Strategic Initiative & Process/Process Improvement (17,25,26)
- Classification/Compensation Task Force (one year rollout) & HR Reassignment (13,17)
- Clinical Faculty Rank (2,14)
- College By-laws Senate Task Force (15,23,24)
- Dependent Tuition (13,15,16)
- Distinguished Professorship Advisory Committee (10) Awarded to Carolyn Bohach and Holly Wichman (23)
- Emergency & Security Services (6)
- Emeriti Hiring (7)
- Enrollment (5,15)
- Expanded Health benefits (Partner Benefits) (4,22,23,25)
- Experimental Program to Stimulate Competitive Research (EPSCoR) (9,15)
- Faculty Club (21)
- Faculty/Shared Governance, ISU restructure (18)
- Finance & Administration, VP (4)
- Flagship, UI Mission Statement (19,20,21,26)
- Formative Assessment of Teaching FAsT (5)
- General Education Reform (11,18)
- Human Resources Changes (6)
- Idaho Global Entrepreneurial Mission (IGEM) (15,17,22)
- Idaho’s Complete College America Team (9,10)
- Information Technology Committee Report (8)
- Information Technology Services (9)

*Senate supports concept, details to be worked out in form of amendments to FSH 4610 & 4620.

| FSH   | UP-12-031 | Faculty Secretary Office | FS-12-040: FSH 1640.43 & FSH 3840 – Faculty Appeals | 4/17/12 #25 appr. w/edits | n/a | n/a | n/a |

2012-13 Faculty Senate Meeting #2 - August 28, 2012 - Page 18
Inspiring Futures Campaign (22,26)
Instituting Institutes (7)
Interdisciplinary Group/University-wide Programs (19)
Katy Benoit Tragedy, Independent Panel to Review Policies (2,3,4,6,8,9,13)
Microsoft student licenses, bandwidth usage, lab closures in residence halls (8, 9)
Multi-year contracts (3)
Parking & Transportation Services (PTS) (12,18)
Performance Based Funding Plan for Higher Ed (13)
Policy process/changes (PI Administrative requirements APM 45.22) - (16,23)
Presidents Leadership Retreat 5)
RA/TA Policy (16,17,19,20,21,22,26)
Reciprocal Parking with WSU (18)
Research Policy/Process Best Practices (17)
Retreat Follow-up (2)
SBOE – UI will recommend change to Section II (25)
SBOE Goal 60% 25-34 year olds obtain degree or certificate by 2020 (Nationwide goal)(4)
Senate Leadership Tour (2)
Senate’s Role/Responsibilities (3,17)
Student Code of Conduct (4)
Teaching & Advising (9)
Tour Remodeled Kibbie Dome (12)
Transfer Students (4)
Transportation Advisory Group Report (14)
Transportation Plan (3)
UI Mission Statement (4,11,18)
Univ. and State Budgets (16)
University Budget & Finance Committee (7, 10, 26)
University Level Promotions Committee (10)
Vandal Strategic Loan Fund (5)
Western Undergraduate Exchange (WUE) Scholarships (4,5,8,10,14)
Wheatland Express (3)

Resolutions: (21)
   Flagship in Mission Statement (20) – Sent to Board members 3/13/12
   Recognition of Marty Peterson (15) – Sent 4/6/12
   Benefits Survey (21) [Original Resolution - October 27, 2009 Senate meeting #10; follow-up April 20, 2010 Senate meeting #27]
   Retirement Benefits PERSI/ORP [Original Resolution – November 3, 2009 Senate meeting #11]

III. The Faculty Senate also took the Following Actions:
   Approved list of graduates summer & fall 2011 (14); spring 2012 (26)
   Approved the filling of vacancies on university standing committees (26)
   Confirmed Professor Gail Z. Eckwright as secretary to Faculty Senate (2)
   Confirmed sabbatical leaves for 2012-13 (2,15)
Elected one Senate member to the Campus Planning and Advisory Committee – Trish Hartzell (2)
Elected two Senate members to the University Budget & Finance Committee - Norman Pendegraft 3 yr.; Matt Morra 1 yr. (24)
Elected professors Joyce and Bird chair and vice chair respectively (1)
Elected one Senate member to Transportation Advisory Board – Matt Morra (9)

IV. Announcements:
11th Distinguished American Indian Series (8)
25th Anniversary of Auditorium chamber Series (4)
Alfred W. Bowers Lab of Anthropology Grand Opening (13)
Alternative Spring Break (21,22)
Alumni Awards (14)
Annual Excellence Awards (23,24,25)
Bellwood Lecture: William T. Robinson III, President of American Bar Association: American Judiciary (3)
Blake Morant Dean and Professor of Wake Forest University College of Law (18)
Borah Symposium 1987 Novel Peace Laureate, Oscar Arias, Costa Rica (7)
Borah: food & War: Cultivating Peace, Raj Patel & Vandana Shiva (24)
Cesar Chavez Week – Dolores Huerta, speaker (21,23)
Common read – “The Big Burn” (4)
Cooperative Course agreement UI/WSU (4)
Early Warning (4)
EPSCoR recognizes Jeanne Shreeve Distinguished Professor (9)
Equity Funding (16)
Faculty Gatherings/Interdisciplinary Research Receptions (2,7,18)
GPSA free food during Finals (14)
Graduate Education at UI (8)
Jac Venza – A Conversation with, (24,25)
Jazz Choir Holiday Concert (14)
Larry Craig Endowment (14)
LCSC Senate Chair Letter to Senate re FSH 3760 (22,23,24)
Lionel Jazz Festival 40th year (19)
Marty Peterson Letter of Thanks (26)
McClure Lecture on History, Politics & Public Policy, E.J. Dionne Jr. (22)
Mid-term grades (21,22)
Morrill Act Task Force (21)
President's Diversity Council (21)
President’s Higher Education Community Service Named UI to Honor Roll 2012, with distinction (22)
Raises (CEC (13,15,20,21)
Senate Elections (17,21,23,24,25)
Student Achievement Awards (25)
Tenure for Senior Instructors (25)
Vandal Athletics presented Senate with Plaque (16)
Vandal Friday (22,25)
WWAMI 40th Anniversary (20)
MEMORANDUM

TO: Faculty Senate
FROM: Gail Eckwright
DATE: August 21, 2012
RE: Election of Senate Members to Committees

The Faculty Senate will need to elect one faculty member from its new class of 2012-13 to serve on the Benefits Advisory Group (BAG). Campus Planning Advisory Committee (CPAC) and the University Budget and Finance Committee (UBFC) are full at this time as noted below:

Current Senate member on BAG: Vacant (2015)

Current Senate members on the CPAC:
John Hasko, Chair, (2013)
Trish Hartzell (2014)

Current Senate members on the UBFC:
Ralph Budwig, Chair (Past Senator) (2013)
Matt Morra, Senator (2014)
Norman Pendegraft, Senator (2015)

Senators (Class of 2012-13 for BAG above):
Rodney Frey
Tom Karsky
Milos Manic
Russell Qualls
Seanne Safaii
Randall Teal
DATE: May 22, 2012

TO: Paul Joyce, Chair and Kenton Bird, Vice Chair
Faculty Senate

FROM: Doug Baker
Provost and Executive Vice President

SUBJECT: Items for Faculty Senate

The following members of the faculty have been recommended for sabbatical leave for 2013-2014:

<table>
<thead>
<tr>
<th>NAME</th>
<th>DEPARTMENT</th>
<th>TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thornton, Michael</td>
<td>College of Ag &amp; Life Sciences</td>
<td>5/13 to 10/13</td>
</tr>
<tr>
<td>Armpriest, Diane</td>
<td>College of Art &amp; Architecture</td>
<td>S13</td>
</tr>
<tr>
<td>Bosque-Perez, Nilsa</td>
<td>College of Ag &amp; Life Sciences</td>
<td>Fall 2013 semester (8/12 to 12/23/2013)</td>
</tr>
<tr>
<td>Enloe, Loraine</td>
<td>College of Letters, Arts, &amp; Social Sciences</td>
<td>Fall 2013 semester</td>
</tr>
<tr>
<td>McFarland, Ron</td>
<td>College of Letters, Arts, &amp; Social Sciences</td>
<td>Fall 2013 semester</td>
</tr>
<tr>
<td>Nicotra, Jodie</td>
<td>College of Letters, Arts, &amp; Social Sciences</td>
<td>Fall 2013 semester</td>
</tr>
<tr>
<td>Hollenhorst, Steve</td>
<td>College of Natural Resources</td>
<td>AY 13-14 (8/2013 to 7/2014)</td>
</tr>
<tr>
<td>McGuire, Mark</td>
<td>College of Ag &amp; Life Sciences</td>
<td>AY 13-14 (August 15, 2013 – August 14, 2014)</td>
</tr>
<tr>
<td>Teal, Randall</td>
<td>College of Art &amp; Architecture</td>
<td>AY 13-14</td>
</tr>
<tr>
<td>Kroth, Michael</td>
<td>College of Education</td>
<td>S14</td>
</tr>
</tbody>
</table>

This is a request for approval by Faculty Senate.

cc: Gail Eckwright, Faculty Secretary
    Ann Thompson, Faculty Secretary Office
    Mary Stout, Provost’s Office
    Jill Robertson, Budget Office
    Torrey Lawrence, Chair, Sabbatical Leave
Faculty Senate FAQs

Appointment of Secretary (officer) to Senate:

"FSH 1520, Article V, Section 3. Officers. Each year the senate elects a chair and a vice chair from among the elected faculty members of the senate. Also, each year a secretary is appointed by the chair, subject to confirmation by the senate, from among the members of the senate or from the membership of the university faculty. The appointment of a person who is not a member of the senate to serve as secretary does not carry with it membership on the senate.

When and who initiates and handles the elections for FS members going off Senate? Elections are to be finalized before April 15th. Typically it is up to the current FS 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 FS member to solicit the assistance of the dean’s office in sending out secret ballots. However, keep in mind that FS 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 shall serve one year, the staff representatives shall serve for staggered two year terms. 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 will be gone for one month, or for more than four months?

“FSH 1520. Article V, Section 7. Vacancies. 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.”

What is the Center Senator’s Role?
“1520 Article V. Section 2. Structure. A (2). University Centers. The
resident faculty of the university centers in Boise, Coeur d’Alene and Idaho Falls
each elects one senator from among its number. Those senators shall have the
right to participate and vote in faculty senate meetings by means of available
two-way video-audio technology located at the centers. If the available
technology fails, telephone conferencing will be used. Senators elected to
represent a center have a unique role on senate, which is to provide a voice and
vote from the perspective of their centers. That perspective is not intended to
be college and/or discipline specific.

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 your 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
How are abstentions handled?
“FSH 1580, Article V. Section 11. Voting. Voting on motions is by raising a
hand. Proxy votes are not allowed.” (According to a standing rule of the senate,
the chair does not ask how many members abstained from voting on a particular
motion, and abstentions are not recorded in the minutes unless a member
requests that his or her abstention be recorded.)
2012-13 OPTIMAL TIMELINE FOR ACADEMIC PROGRAM APPROVAL AND DISCONTINUANCE

Please note this timeline provides colleges/units time to prepare and vet quality program proposals in order to achieve approval in time for inclusion in the catalog and other considerations such as marketing. You are highly encouraged to submit your proposals earlier than October 11. 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.

Proposals received by the Provost’s Office after October 11 to implement programs for 2013-14 and meet the registration deadline may not have sufficient time for review and approval 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>
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<tbody>
<tr>
<td>2012</td>
<td></td>
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<tr>
<td>October 11</td>
<td>Recommended submission date to the Provost’s Office for all Program Proposals</td>
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<td></td>
<td>and other curricular proposals to be <strong>effective summer 2013</strong></td>
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<tr>
<td></td>
<td>To the UCC Secretary to begin internal approval process</td>
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<tr>
<td>October 17</td>
<td>Graduate Council meeting day if applicable to program request</td>
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<tr>
<td>October 22</td>
<td>University Curriculum Committee meeting day</td>
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<tr>
<td>October 30</td>
<td>Faculty Senate meeting day</td>
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<tr>
<td>November and</td>
<td>General Policy Report and/or University Faculty Meeting</td>
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<tr>
<td>December</td>
<td>CAAP 30 day review period and recommendation to IRSA</td>
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<tr>
<td>2013</td>
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<tr>
<td>January</td>
<td>IRSA membership recommendation</td>
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<tr>
<td>January</td>
<td>Forwarded to Executive Director for approval if applicable</td>
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<tr>
<td>January 22</td>
<td>Meeting agenda deadline for SBOE approval if applicable</td>
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<tr>
<td>February 20-21</td>
<td>SBOE meeting for items requiring board approval</td>
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