Present: Anderson (Mike), Anderson (Miranda), Barbour, Brandt, Brewick, Brown, Cannon (Boise), Caplan, Chung, Crowley (w/o vote), Donohoe, Fisher, Foster, Godfrey (Coeur d’Alene), Hiromoto (Idaho Falls), Hrdlicka, Markuson, Morrison, Nicotra, Sixtos, Stegner, Vella, Wiencek (w/o vote). Absent: Adekanmbi, Boschetti, Folwell, Panttaja, Payant, Pregitzer, Wolf. Guests: 7

The Chair called meeting #11 to order at 3:31. A motion (Mike Anderson/Vella) to approve the minutes for the October 25th meeting passed without objection.

Chair’s Report: Chair Brandt began her remarks by alerting Senators to a forthcoming announcement regarding nominations to the University Promotions Committee. Senators are responsible for consulting with their colleagues and submitting nominations to this important committee. A memo will be coming discussing guidelines. In addition, Senators should consult the bylaws of their college to see if they provide any guidelines as to how to make these nominations. Chair Brandt noted that this committee usually meets in February. She added that she found this committee invigorating because it provided the opportunity to learn about the scholarly activities occurring on campus.

Referring to the Senate’s resolution seeking to rename the faculty lounge the Paul J. Joyce Faculty and Staff Lounge, Chair Brandt suggested that she will ask a small group of Senators to reexamine the uses of the lounge. This group would report to the Senate on how we might make the best use of this space.

Chair Brandt hoped that Senators would look at the somewhat reorganized Register. The goal is to provide faculty news more prominently. The latest edition contains a number of events of interest to faculty. In particular, she called attention to the deadline for International Development Awards on November 14th. The nominations for university excellence awards are now open and the nominations for Honorary Degrees are due on November 15th. Vice Chair Hrdlicka noted that there is a Facebook group for employees and the Register can be accessed on Facebook under the title UI Faculty and Staff News and Events.

Provost’s Report: Provost Wiencek announced that four candidates were considered for interim Dean of the College of Art and Architecture. After some open forums Provost Wiencek announced that Professor Shawna Corry has accepted the offer to serve as Interim Dean.

The Provost also noted the dedication of the Tribal Nations Lounge. This is on the first floor of the Pitman Center and now has Tribal Flags and beautiful artwork. He believes our relationship with the tribes is growing stronger.

The Institutional Planning and Effectiveness committee has been meeting. On November 17th and 18th two large workgroups comprised of twenty people will be looking at program prioritization criteria. The criteria that emerge from these working groups will probably be in somewhat general form, leaving a later sub group to work on creating the quantitative measures. The cascading plans are due in draft form by November 18th. At this point, there is little of substance to report. Updates on these developments will be provided in the Spring.

Announcements and Communications: The Administrative Procedures Manual (APM) on the agenda are primarily for informational purposes, although Senators should raise any concerns that they have. APMs that are not thought to be controversial are sometimes sent to Senators by email and aren’t included on
an agenda. Those on today’s agenda are ones that need to be further communicated and which we believe Senators and employees will have some interest and/or questions.

**FS-17-016: APM 30.11. Data Classification.** Chair Brandt invited Vice President for Infrastructure Dan Ewart to discuss this APM. Mr. Ewart stated that the purpose of this policy is to focus the University’s efforts on data classification and technological security. While the University can’t solve all data security issues, we can target our efforts on those issues that are most important. The policy seeks to classify between high risk, moderate risk and low risk types of data. It is important that we focus on high risk types of data.

It is the responsibility of every employee to report potential security problems. A Senator asked about how these standards related to intellectual property issues? Vice President Ewart answered that these issues would probably have to be resolved on a case-by-case basis. The Senate had no other questions about the policy.

**FS-17-017: APM 45.24. Prize Competitions.** Chair Brandt introduced Casey Inge for the General Counsel’s Office to discuss this APM. Trying to connect from Boise at first the connection was garbled, but eventually the connection was improved. Mr. Inge explained the obligations a person might have while competing in a prize competition. The policy is designed to ensure that participation in a prize competition doesn’t obligate the University. The policy holds that employees must receive approval of the Vice President for Research in order to enter a prize competition on behalf of the University.

A Senator sought clarification as to whether a faculty member doing research and had their name entered into a drawing would be covered? Similarly another Senator asked whether competitions like a Pulitzer or McCarrthu Fellowship award would be covered? Mr. Inge stated that neither of these are covered by the policy. The policy excludes prizes that are given in recognition for past achievement. A Senator asked about student prizes such as a moot court competition. Mr. Inge stated that prizes of this nature are probably not covered by this policy although they may want to consider ways to make that clearer. Finally, a Senator wondered how F&A recovery would factor into receiving a prize.

Mr. Inge stated that if a research project received approval then a prize associated to the project might be subject to F&A recovery.

**FS-17-018-APM 45.25 Human Trafficking.** Mr. Inge explained that this policy was developed to ensure that the University follows federal laws related to human trafficking. This policy also obligates those subcontracting with the University. A Senator asked about the relationship between this policy and the IRB (Institutional Review Board). Mr. Inge stated that there could be overlap, but this policy focused more on activities outside the research context or the activities of sub-contractors. This could be more of a concern with sub-contractors outside the United States.

**University Budget & Finance Committee.** Vice Chair Hrdlicka as a member of the UBFC made the report in the absence of the committee chair. Professor Hrdlicka outlined the process the UBFC will use for this year’s budget requests. This is for permanent and one-time funding. The proposals should be for a minimum of $100,000. The deadline for the proposals will be December 31. An online form has been established and an email was sent out providing the guidelines and appropriate links. Tying the proposals to the strategic plan will enhance the possibility of obtaining funding. A Senator asked whether it was appropriate to use this funding to address a critical staff salary problem. The Provost said that a general proposal from HR would be submitted to address salaries below market. The Senator should contact Wes Matthews to determine whether his specific concern would be included in the more general request. The UBFC is expecting over 200 proposals so being short and to the point is desirable.
University Curriculum Committee. Chair Brandt introduced Heather Chermak and Dwaine Hubbard from the Registrar’s Office to discuss proposals coming from UCC.

- FS-17-012 (UCC-17-008) Fall 2017-Spring 2018 Final Exam Schedule. After a small but important edit, the exam schedule for the next academic year passed without objection.

Ms. Chermak explained that the three remaining UCC changes were attempts to bring these academic rules in line with State Board and accreditation agency policies. A Senator asked whether a department could grant less credit for experiential learning than requested by a student. Ms. Chermak stated that this was possible since experiential learning credit was usually made to correlate with an actual course.

- FS-17-013 (UCC-17-007a) I. Alternative Credits
- FS-17-014 (UCC-17-007b) J-2 Residency
- FS-17-015 (UCC-17-007c) J-5 Credit Limitations

These three policies were voted on together and passed unanimously.

Adjournment: With no further business to conduct, a motion (Chung/Nicotra) to adjourn passed unanimously at 4:20.

Respectfully submitted,

Don Crowley, Faculty Secretary &
Secretary to the Faculty Senate