Present: Anderson (Miranda), Anderson (Mike), Arowojolu, Baird, Brandt (w/o vote), Brown, Cannon (Boise), Caplan, De Angelis, Foster, Ellison, Grieb, Hrdlicka, Leonor, Jeffrey, Johnson, Kern (Coeur d’Alene), Mahoney, Morgan, Morrison, Nicotra, Panttaja, Schwarzaender, Seamon, Watson, Wiencek, Tibbals, Vella. Absent: Zhao (Idaho Falls).

Guests: 10

Call to Order and Minutes: The chair called the meeting to order at 3:30. A motion (Johnson/Nicotra) to approve the minutes passed with 2 abstentions.

Chair’s Report.

- Please remember to distribute the Faculty Senate talking points to your colleagues. The Great Colleges to Work for Study clearly indicates that there are opportunities to improve communication across campus, especially as it pertains to decision-making and shared governance. Feel free to engage Senate Leadership if you are facing logistic challenges in distributing the talking points on a weekly basis. We know this has been a challenge in some colleges.

- **Multifactor Authentication (MFA)** tokens have arrived and will be distributed to employees, departments, and units who have requested tokens. As a reminder, all employees are required to enroll in Duo, U of I’s MFA security software application, by Jan. 17, 2018. Read more.

- The Staff Compensation Task Force is hosting a presentation/forum for supervisors to discuss merit pay. The forum is 9:30 a.m. Friday, Jan. 19, 2018, in the Vandal Ballroom.

- Nominations for two faculty members to serve on the Distinguished Professor Committee are solicited. This is a three-year appointment. Nominations consisting of the name, department, and contact information of the potential committee member can be sent to Joana Espinoza (jespinoza@uidaho.edu) on, or before Friday, January 19, 2018.

- Nominations for University Faculty Excellence Awards are due Friday, Jan. 26, 2018.

- **The Presidential Mid-Career Award**
- **The University Distinguished Professor Award**
- **Interdisciplinary and Collaborative Efforts Award**
- **Teaching, Hoffman & Advising Awards**
- **The Dr. Arthur Maxwell Taylor Excellence in Diversity Award**
- **Research and Creative Activity Award**
- **Donald Crawford Graduate Faculty Mentoring Award**
- **Outstanding Graduate Student Teaching Award**
- **Outstanding Graduate Student Research and Creative Activity Award**
- **Outreach and Engagement Award**

- UBUNTU invites undergraduates, graduates and professional students enrolled for the spring semester to write an essay or create an artistic piece in the medium of their choice to commemorate the legacy of Dr. Martin Luther King Jr. This year’s topic is "on the role of resilience in creating community and justice". Entries are due on January 31, 2018. Scholarships will be awarded for the best entries and honorable mentions. For more details, see Ubuntu website: [https://www.uidaho.edu/student-affairs/ubuntu](https://www.uidaho.edu/student-affairs/ubuntu).

- The Staff Awards Committee invites nominations for staff who have shown exemplary dedication and have gone above and beyond their normal job duties at the University of Idaho. Nominations are solicited until Feb. 9, 2018. The seven nomination categories are as follows: Senior Leadership, Non-Faculty Exempt, Technical/Paraprofessional, Service/Maintenance, Skilled Trades, Administrative Assistants and a Team Award. More info at: [https://www.uidaho.edu/faculty-staff/staff-council/staff-awards/categories-and-nomination-forms](https://www.uidaho.edu/faculty-staff/staff-council/staff-awards/categories-and-nomination-forms)
The Center for Excellence in Teaching and Learning and Distance and Extended Education invite all faculty and staff to participate in the 9th annual Virtual Conference, “Transforming the Teaching and Learning Environment,” Feb. 12-23, 2018. This national online conference features 60 interactive sessions (six sessions per day), all delivered via Zoom.

It is not too early to think about senate elections, especially in those colleges that only have monthly meetings in which they hold elections for these types of positions. Also, the chair informed the body that our current vice-chair, Miranda Anderson, will not be a nominee for chair of Faculty Senate. Senators may want to keep this in mind when thinking of senate elections.

**Provost’s Report.** The Provost welcomed everyone back. He first updated senate on several pending issues and projects:

- Centralized advising. A steering group is meeting to advise the administration on how to proceed with implementation. They have recommended three sub-groups:
  - 1) **Advising staff.** Address advising staff transition challenges and ensuring inclusion of the advising staff in the transition and advising policy process;
  - 2) **Vision and Scope of Centralized Advising.** Address such questions as what does it mean to advise, what should the roles of faculty and staff be in advising, and what do we want to accomplish with a centralized advising approach; and
  - 3) **Environmental Scan.** Look at what we are doing now and examine current operations to ensure that we do not damage or lose effective practices in the reorganization.

   After the sub-groups make recommendations, the steering group will make final recommendations.

- The mid-year compensation change has been implemented. The provost reminded senate that the approach was evolutionary; but, it was important to take this first step. The Faculty Compensation Taskforce will be meeting to make recommendations on how to move forward and address the issues that have arisen.

- The university is moving ahead with the TAs compensation initiative. Jerry McMurtry, Dean of the College of Graduate Studies, is working with other deans and their financial staff to implement the initiative. Some have expressed concern that UI might abandon this initiative in light of the current fiscal situation. The provost stated that the institution is not going to change its approach. Graduate programs should be planning on the new stipends as they recruit qualified students.

The provost also reported on several new issues:

- He announced that Vice Provost for Faculty Jeanne Stevenson will be retiring at the end of the academic year and that an internal search will be conducted to identify her successor.

- The provost briefly summarized the report given by Vice Provost for Finance and Administration Brian Foisy at the December Presidential Leadership Breakfast. Foisy addressed how the institution manages and makes decisions about overall finances, including the impact of declining enrollment on the university’s financial situation. Currently, college and units receive their base budgets in the form of allocations from the central administration. These allocations are based on the university’s estimate of its available resources for the coming year. For the past decade, our estimates of available resources have been too high 9 out of 10 years. Each year we have used central reserves to cover the shortfall. The central reserves are now too low to allow for the continuation of this practice. VP Foisy will be convening a group to discuss this issue and to make recommendations about how to address the shortfalls.

- Dean Kersten in CLASS has accepted a position at University of Missouri in St Louis and will be leaving at the end of the fiscal year. We have two open dean positions and a structural deficit. Provost Wiencke has asked the question whether this is a time we might consider merging colleges – CLASS and A & A. He also noted that Science was part of CLASS at one time. There are pros and cons to reorganizing colleges. They are usually very difficult transitions. He indicated that they are gathering information to see if the merger idea would be economically attractive enough to pursue.

A senator asked the provost to provide more detail on the budget situation. He explained that the estimation of revenue is based on tuition, student enrollment and state appropriation. At the time of the estimation the university does not have a firm idea of the coming year’s student enrollment. Over the last decade the university has had only one year where it had a surplus. It appears that we will need to reduce our expenses by as much as $2 million to make up for a consistent revenue shortfall of comparable size. There are many ways the institution could address
this issue. In addition, the university anticipates another $2 million of recurring costs will be removed from our state support if the Governor’s budget is approved as recommended. These budget cuts are likely. The university could continue to use reserves and wait for enrollment growth to address the shortfall. At this time, these reserves reside in the colleges and divisions primarily in the form of carry forward balances. In addition, covering the shortfall through reserves without also attempting to reduce costs is not prudent and will result in appropriate scrutiny by the Regents. We have some time to deal with this matter in a transparent and collaborative way. But we should address it now. The administration was aware of the revenue shortfalls over the last two years, but only recently uncovered the long trend in such shortfalls as the history of reserve imbalances was examined. Given this trend, the institution now needs to develop a plan to address this matter in a sustainable, yet disciplined, manner.

Another senator asked for information about how the shortfall relates to UI’s overall budget and how much enrollment must increase to respond to the shortfall. The provost responded that the shortfall amount is approximately 1-2% of the UI budget. If the university receives ~$8,000 per student. It would take several hundred new students to make up the difference. Not all students contribute equally to the university’s tuition revenues. A number of questions will be addressed by the group VP Foisy is putting together, including how much the institution should look to enrollment versus budget cuts, to address the short fall. The group will likely also address questions such as how the university should handle year end balances and what kind of reserves units should have on hand versus what should go into a central reserve. The group may also consider questions such as whether start-ups should be funded from central reserves, or from college reserves.

Another senator asked how the shortfall in the current year was covered. The Provost responded that the institution covered the short fall from reserves in the provost’s office and in strategic enrollment management. The decision to cover the shortfall from these central reserves was made because other budget issues had already had substantial impacts on colleges and units. The provost’s desire is that colleges and units have time to plan for how to respond in the future. He hopes that it will be an open-minded conversation about what is in UI’s best interest.

**Special Assistant to the President Joe Stegner.** Former State Senator Joe Stegner, UI’s lobbyist, reported on the current legislative session. He explained that in addition to advising the president, he works closely with the provost and vice presidents. His expertise is state government. This year is his 20th legislative session -- 13 as a senator and 7 as the UI’s lobbyist.

Mr. Stegner familiarized senators with the legislative budget process. One of his major efforts is to assist the university in securing state funding for its initiatives. The process of developing the university’s budget request begins a full year before the budget is presented to the legislature. The base budget of the university is not usually at issue. The focus is on identifying requests for new budget items above and beyond the current base budget. Once the UI has identified its budget needs, the request goes to the State Board of Education (SBOE). The SBOE can accept or reject our requests, or it can place limits or restrictions on our requests. This year the board restricted the various higher education institutions to two new line item budget requests. One of our two requests is for $1.8 million for phase II of the library enhancement. Once our budget request is approved by the SBOE it goes, together with all of the other SBOE requests, to the governor. The governor’s budget office reviews all of the various agency budget requests. The budget office combines the ones that the governor approves along with the governor’s own requests into a single legislative budget request. This combined budget request from the governor’s office is then presented to the legislature. This year, the governor did not recommend any of the increases requested by the higher education institutions. This is unusual considering Idaho is currently experiencing a robust economy and growing state resources. The governor recommended the occupancy costs requested by the higher education institutions be funded. We didn’t have much in the way of these costs this year because we did not bring any large new building on line. The governor also asked for a small amount of money for a degree audit and data system that was requested by the SBOE. This system will identify trends in college applications and track applications to assist high schools counselors in helping students go on to college. The governor’s overall budget request is $574 million. Once the governor’s request is turned over to the legislature, bills must be printed at the legislature before they move forward. Generally, about 600 bills are printed. Of those 400-450 will be passed by the legislature. Of the 400+ bills passed, approximately 170 will be appropriations bills.

Stegner also explained that outside the appropriations context, in the legislative policy arena, the university is usually playing defense. We generally do not have affirmative policy proposals for the legislature. Rather, we react to and
support or oppose initiatives suggested by legislators that might impact higher education generally or the UI specifically.

In addition to the governor’s budget, Stegner explained that there are other sources of funding available to the UI. For example, the medical education budget for WWAMI is separate from the institution’s budget request. This year we requested additional funding for WWAMI and the governor has recommended about an $800,000 increase for that program. Funding has also been requested for the opportunity scholarship fund. This new funding, if approved, will be targeted at students who have started, but not finished degrees to encourage them to return and finish their degrees.

This year the governor is planning to ask the legislature to cut income tax rates by 0.45%. There is disagreement about this proposal. Stegner does not know how the governor’s proposal will fare, but he thinks there will be some sort of tax cut.

A senator asked what faculty could do to support the university’s budget request. Stegner responded that the best approach was to contact our legislators or legislators with whom we are acquainted (especially if they are members of the Joint Finance and Appropriations Committee (JFAC)). Our area is represented in the house by Paulette Jordan and Carolyn Nilsson-Troy, and in the senate by Dan Forman. Legislators pay more attention to constituents than anyone else.

Influencing appropriations bills is difficult. With 170 bills JFAC members work at pretty high levels. The committee members divide up the work among themselves and assign members responsibility for different budget areas. None of the JFAC members focused on the education budget are from our district.

Stegner and Provost Wiencek also stressed that if faculty make contact with legislators regarding issues related to the university, they must be very careful to make clear that they are not speaking on behalf of the university, but rather are making the contact as an interested citizen. Stegner also emphasized that contacts should be cordial, polite, direct, and brief.

Another senator asked whether Stegner thought that a proposal to remove a sunset clause from the medical amnesty bill would be successful? Stegner explained that this provision was being pushed by the ASUI student lobbyist. He assists the student lobbyist, but they do not coordinate on all issues. The university has not taken a position on this legislation (which allows students to seek medical attention for a fellow student without risking arrest). He explained that in order to secure passage a couple years ago, the students had to agree to the sunset provision. Stegner believes there are two ways to approach the sunset provision. First, an extension of the date could be requested. This would give the opportunity to gather information on the success of the law so it can be re-enacted at the expiration of the sunset. The second approach would be to seek outright repeal of the sunset provision. Stegner suspects that the extension might be a better approach. He made clear that the student lobbyist has not asked his opinion on this, but that he would be happy to give it if asked.

A senator asked Stegner to elaborate on proposals from the governor that appear to advocate a Chancellor system for higher education. Stegner explained that the governor appointed a task force who worked on recommendations to improve education in Idaho. One of the co-chairs of that process advocated for a strong officer at the SBOE to whom the presidents would report. That central person would be tasked with re-designing and unifying the administrative systems from the various institutions. This would include transcripts, enrollment, transfers, some accounting functions and similar administrative functions. Right now, all the colleges and universities have antiquated systems and cannot provide the SBOE with uniform information. As the proposal has been discussed, there has been less focus on the central officer and some talk about focusing more specifically on ensuring that the institutions have up-to-date and functioning administrative systems. The University of Idaho supports this—we want the state to assist us in updating our administrative support software. The governor and the task force both have indicated that they do not want to push a chancellor system. We don’t know where the discussion will end up however. Provost Wiencek added that the governor asked for $700,000 in funding for the legislature related to this proposal. $500,000 is designated for a consultant and $200,000 is designated to cover salary for the CEO position. The governor’s budget request does not include funding for staff, an office, or expenses. At this point, advice has
been given to the SBOE to hire a consultant to advise on moving to this CEO system before making any further investments.

The chair thanked Mr. Stegner for his report.

**FS-18-020 (UCC-18-026b):** Education – Movement Science: Exercise Science and Health. This proposal adds four emphasis areas to the major in Movement Science: Exercise Science and Health. Professor Phillip Scruggs was present to discuss the proposal. He explained that the department has had unofficial emphasis areas for some time. These are not transcripted and it has become difficult to advise and mentor students. The change will clarify the course requirements for the students and will also help in advising and mentoring. The proposal passed unanimously.

**FS-18-025 (UCC-18-013):** CLASS – Change the title of Women’s and Gender Studies minor to Women’s, Gender and Sexuality Studies. Professor Leontina Hormel was present to discuss the proposal. The curriculum has been updated to be more inclusive. The change in name is consistent with the curriculum changes. There is a robust student body on campus that is interested in participating in this broadened program. The proposal passed with one abstention.

**FS-18-026:** FSH 5200 - Human Participant (Subject) Research. Casey Inge, Jennifer Walker and Audrey Harris were present to discuss revisions to FSH 5200 regarding research involving human participants. These policy changes were required as a result of anticipated changes in federal law. The changes have already become effective as minor revisions required for legal compliance and were forwarded to senate for information and comment. The new regulations now only apply to federally funded research. The policy changes separate such research from non-federally funded research. The university will still follow the federal rules for non-federally funded research. However, the university will have the flexibility to deviate from these standards in non-federally funded research, if necessary. The revisions also remove definitions that were inconsistent with the new federal regulations and make changes in the requirements for continuing review.

A senator asked about the intentions behind the federal changes. Ms. Walker explained that the goal was to reduce burdens for research that is minimal risk. She does not believe this will have a huge impact on us. Inge also explained that there is some possibility that the effective date for the regulations will be changed or that enforcement may be deferred. In either case, the new policy will ensure that the university is in compliance.

**FS-18-017: FSH 1570 - Faculty Secretary.** Chair Hrdlicka presented revisions to FSH 1570 regarding the description of the Faculty Secretary position. These revisions were passed by senate last year. President Staben did not approve all of the changes. Faculty Senate Leadership has met with general counsel to discuss the concerns and the sections have been revised. The proposal passed unanimously.

The agenda having been completed the meeting was adjourned (Panttaja/Morrison) at 4:42.

Respectfully Submitted,

Liz Brandt, Faculty Secretary & Secretary to the Faculty Senate