University of Idaho  
Faculty Senate Meeting Minutes  
2018-2019 Meeting #9, Tuesday, October 16, 2018

Present: Benedum, Brandt (w/o vote), Bridges, Cannon (Boise), Caplan, Chopin, DeAngelis, Dezzani, Ellison, Foster, Grieb, Howard (for Tibbals, w/o vote), Jeffrey, Johnson, Keim, Kern (Coeur d’Alene), Kirchmeier, Lee, Lee-Painter, McKellar (Idaho Falls), Morgan, Raja, Schwarzlaender, Seamon, Vella, Watson, Wiencek (w/o vote). Absent: Laggis, Lambeth, Luckhart, Tibbals. Guests: 5

Call to Order and Minutes. The chair called the meeting to order at 3:30 p.m.

A motion to approve the minutes (Keim/Morgan) passed unanimously.

Chair’s Report:

- The chair called attention to the sad news that Ron Richard, manager of Vandal Brand Meats, passed away. He asked for a moment of silence in Richards’ memory. The chair reported that the Richards family will be holding a memorial gathering on campus during the upcoming weekend. Details of the gathering will be forthcoming.
- Ann Thompson will be out on much deserved annual leave during the coming week. Documents for Faculty Senate Meeting #10 on October 23, 2018 may not be posted before the meeting, but will be distributed by email 24 hours prior to the meeting on Monday, October 23, 2017. The website will be updated when Thompson returns to the office.
- The chair encouraged senators to be proactive in bringing issues forward for consideration.
- The search firm supporting the UI presidential search, Storbeck/Pimentel and Associates will be on campus October 22nd and 23rd. Listening sessions with faculty, staff, students and the community are being scheduled. Details for the meetings will be announced shortly.

[nb: These sessions have since been scheduled as follows:
  o Faculty Meeting – Monday, October 22, 3:00 - 4:00 pm PDT, Vandal Ballroom and by Zoom (https://uidaho.zoom.us/j/907620027) or phone (+1-669-900-6833 or +1-646-876-9923 Meeting ID: 907 620 027)
  o Staff Meeting – Tuesday, October 23, 9:45-10:45 am PDT, Vandal Ballroom, and by Zoom (https://uidaho.zoom.us/j/907620027) or phone: (+1-669-900-6833 or +1-646-876-9923 Meeting ID: 907 620 027)
  o Student Meeting – Tuesday, October 23, 4:30-5:00 pm PDT, Vandal Ballroom, and by Zoom (https://uidaho.zoom.us/j/907620027) or phone: (+1-669-900-6833 or +1-646-876-9923 Meeting ID: 907 620 027)
  o Community Meeting – Monday, October 22, 4:30-5:00 pm, Vandal Ballroom.]

- The chair called senators attention to an email from Vice Provost for Strategic Enrollment Management (SEM) Dean Kahler urging members of the UI community to invite prospective students to campus. The general request for information form on the SEM website can be used by members of the UI community to refer prospective students to SEM.
- Annual Enrollment for Benefits opened on Monday, October 15 and closes Tuesday, November 6. Among other changes, UI’s relationship with providers AFLAC and Liberty Mutual has changed. Employees opting for those benefits should pay particular attention to the changes.
- It’s UI Homecoming Week – many events are being held across campus. Faculty and staff are encouraged to participate.
- A Health and Rec Fair will be held October 17 at the Student Recreation Center.
- The last VIP Transform brown bag session will be held on October 25 at 12:30-2:00 pm in the Vandal Ballroom.
- Faculty working with CDA students should be aware that UI now has a contract with the testing center at North Idaho College. Faculty can contact the center directly:
Provost Report: The provost gave kudos to the organizers of the recent Borah Symposium. He noted that the lecture by David Sanger, the Pulitzer Prize winning national security journalist for the New York Times was particularly stimulating.

The provost noted that the upcoming week is packed with activities. He is reviewing the report of the survey regarding college mergers. He also noted that Leadership Weekend with the various university advisory boards is being held in conjunction with Homecoming. The Idaho State Board of Education (SBOE) meeting is being held this week in Lewiston. The provost will be participating in the installation of the new president of Lewis-Clark State College this week. Next Monday, a number of university leaders will be in Boise for meetings regarding the Complete College America initiative in which UI participates. Next Tuesday Vice President for Finance and Administration Brian Foisy will lead a discussion at the Presidential Leadership Breakfast regarding university finances. Foisy will also be leading a discussion of finances at the senate meeting.

A senator asked if the first draft of the strategic enrollment plan is available. The provost responded that the initial feedback on the six-point plan was that it was too general. As a result, SEM is consulting with the deans to provide more detailed strategies. This consultation is ongoing. Vice Provost Kahler is working with the deans to develop specific strategies focused on the next several months. They will then follow up in January with the development of continuing strategies. This two part planning approach will lead to a structure for moving forward.

Vice Provost for Academic Initiatives Cher Hendricks stated that she was a co-chair of the strategic enrollment committee. She emphasized that the committee undertook a substantial amount of work and looked at a lot of data in developing its six-point plan. They worked to take a broad approach and to include diverse groups such as University Marketing and Communication (UCM) and academic program planning. The six main points of the plan were completed at the end of spring semester of 2018. The committee has reconvened and, in response to the comments that the plan is too general, is developing specific goals for each point of the plan.

A senator, who was also a member of the committee added that in addition to the strategic enrollment plan, the UI now must develop a tactical plan. This latter plan is what the deans will be focused on. Kahler has begun the tactical planning process with the deans. Each college will be contributing to the development of a timeline and strategies. The colleges are expected to report back within the month and the tactical plan for December and into spring semester will be completed at that time. The remainder of the tactical plan will be developed after the new year. In the meantime, the UI’s intensive recruiting activities with embedded and university level recruiters is continuing apace.

A senator followed up with questions about the status of advising issues. The provost reminded the senator that he addressed these issues at the last senate meeting. Briefly, he indicated that the UI is working to have 14 to 15 professional advisors in place to reach the recommended 300/1 student/advisor ratio. We currently have 10-12 advisors funded and embedded. The provost stressed that the plan is not to centralize advising. Rather the college advisors remain embedded in the colleges. The management of advising is being separated from recruiting. The management of advising will “roll up” to SEM, but day-to-day management will remain with the deans. Middle management layers are being reorganized to provide for more advisors and fewer supervisors.

Committee on Committees (ConC) -- FC-19-008: FSH 1640.76. Prof. Terry Grieb, Chair of ConC, presented the seconded motion from the committee that the structure of the Safety and Loss Committee be revised to substitute the Risk Manager for the Executive Director of Public Safety. The position is ex officio with vote. The reason for the change is that the position of executive director no longer exists and most of the responsibilities of the position have been transferred to the Risk Manager. A senator sought clarification of whether the prior
Teaching & Advising Committee (TeAC). Senate Chair Aaron Johnson gave the report of the committee for Prof. Erin Chapman, Chair of TeAC, who was unable to attend the meeting due to a class conflict. TeAC is addressing a resolution passed during 2017 by the Associated Students of the University of Idaho (ASUI) regarding the use of BBLearn and the timely reporting of grades. Senate leadership has asked TeAC to work with ASUI leadership to address the concerns raised by the resolution. Specifically, senate leadership made the following request: “TeAC should examine the timeliness of grade reporting and of appropriate feedback on student progress within undergraduate courses. TeAC should propose approaches and/or policy changes needed to address issues that emerge. The process should begin by gathering data to determine the scope and nature of the problems regarding timely reporting of grades and performance feedback.” A senator involved in the issue added that in the past, students were focused on using BBLearn to report grades. However, after examining the issue, students have realized that the timely reporting of grades is the root cause of concern.

A senator asked whether TeAC could gather data on how often students show up for office hours and contact professors. He stated that students do not take advantage of such opportunities and that he believes that the best way for students to obtain feedback is through face-to-face meetings. Another senator circulated a short article regarding the decline of student participation in faculty office hours. The chair responded stating that the focus of the leadership request to TeAC is not on general feedback regarding student progress in classes, but rather on returning timely grades on assessments such as quizzes and tests. He stressed that TeAC plans to study the issue to determine the extent of the problem so that we do not overreact and create unintended consequences from any action that is taken. The faculty secretary pointed out that it is the responsibility of faculty to provide evaluation of assessments to students not vice versa.

A senator responded that he was relieved to know of the broader focus of the work and that BBLearn was not being viewed as a “panacea.” Another senator reiterated that, as a result of background conversations with TeAC members and senate leadership, students were focused on the specific issue of timely grade reporting. The chair noted that timely grade reporting is crucial for student learning. The senator who raised the student contact issue requested that any survey conducted by TeAC inquire regarding face-to-face faculty/student contact.

University Curriculum Committee (UCC) -- FC-19-006: FSH 4620. Registrar Dwaine Hubbard and Controller Linda Campos presented the second motion of the UCC to amend the Academic Calendar. Hubbard explained that an extra week between the fall and spring semesters was accidentally included between fall semester 2019 and spring semester 2020 and between fall 2026 and spring 2027. The extra week will cause administrative problems in payroll for faculty on standard pay because their salaries will have to be spread over an additional week than is otherwise the case.

A senator sought clarification that under the revised calendar grades for fall semester 2019 will be due on December 24th. Hubbard confirmed this. Another senator pointed out that the change would provide an additional week in August before the start of the fall semester. Another senator indicated that faculty in her college were concerned that in 2019 the semester would end too close to the Christmas holiday. She and her colleagues were not convinced that avoiding administrative issues was enough of a rationale to justify the change. Campos responded that if the extra week is included in the semester, a one time change in payroll processing would have to be made to spread faculty compensation over 1600 hours rather than 1560. Training would have to be provided to payroll and departmental staff to handle this change. Such one-time changes can also lead to errors.

A senator pointed out that ending the semester later in December would also increase the cost of travel for students because they would be leaving campus so close to the Christmas holiday. She also pointed out that travel safety issues may increase due to winter weather. Hubbard responded that his office discussed these
issues and looked into alternatives. The start of spring semester cannot be moved because we cannot hold the UI commencement ceremony on the same day as the Washington State University (WSU) commencement. A senator asked whether the UI could swap commencement weekends with WSU. Hubbard pointed out that the current academic calendar reflects our agreement with WSU. He indicated that we can negotiate with WSU, but that the 2019 calendar does not provide much lead time. A senator suggested that even if negotiation with WSU for 2019 is not feasible because of timing, negotiation for 2027 may be possible. Hubbard responded that the extra week in 2016 does not create the same timing problem at winter break as is created in 2019. Another senator pointed out that while the late end of the semester is difficult, if the calendar is not changed the fall semester in 2019 will begin very early in August. Another senator noted that the extra week in the summer would give students time for an extra week of employment in the summer. The motion passed with 11 votes in favor and 10 against.

**Term Tenure/Track-Taskforce (QTT).** Prof. Dan Eveleth, Chair of the QTT gave the report. He first explained that the taskforce had formerly been known as the Non-Tenure Track Taskforce or NTT Taskforce. As the taskforce began its work, one of the issues for term faculty that quickly emerged is that term faculty are often treated as second class citizens. The name of the taskforce was evidence of the problem because it identified such faculty by what they are not – tenured -- as opposed to what they are – on term appointments. As a result, the taskforce changed its name to the Term Tenure/Track Taskforce or the Quad-T Taskforce (QTT). Eveleth reminded senators that the QTT was formed during spring 2018 by the Faculty Affairs Committee (FAC), senate leadership and the provost. He is a member of FAC and agreed to chair the QTT. The discussion leading up to the formation of the taskforce identified a number of different issues. For example, the Graduate Council expressed concern that the shift to term faculty was leading to a shortage of faculty qualified to serve as major professors in some disciplines. The UCC and several programs expressed concerns that, pursuant to new SBOE rules mandating that all new programs initially be started on probationary status, faculty hired to support such programs might have to be hired as term faculty. This leads to a number of potential problems. Programs may experience hiring difficulties because term and tenure track appointments are likely to attract candidates with different qualifications. The approach could eventually lead to situations in which term faculty might be required to serve as unit administrators and in other high profile roles without the protection of tenure. Another issue, identified by the Faculty Compensation Taskforce (fCTF), relates to the availability of market compensation data for term faculty positions. A number of inconsistent practices and standards also have emerged as units have hired more term faculty. A number of our faculty ranks overlap and are described ambiguously.

FAC discussed these issues and concluded that addressing these issues was a very large project and would be better addressed by a group dedicated to the issues and with more diverse composition than FAC. The taskforce goal is to uncover as many of the issues regarding term faculty as possible and develop recommendations for policy changes where appropriate, changes in training for administrators and other approaches that could address the problems. The committee began working last spring. Ann Thompson is providing staff support. The taskforce is comprised of several tenured faculty members, several term faculty members, a director, unit administrator, dean, the Vice Provost for Faculty and the Faculty Secretary. Its first priority was to identify and categorize the issues regarding term faculty. The committee brainstormed, discussed issues with various individuals across campus and gathered data through the support of the Vice Provost for Faculty. The taskforce is currently looking at the faculty ranks and divisions at peer and aspirational institutions and talking to faculty representatives at those institutions. The members are beginning to coalesce around several themes, but are not ready to make recommendations. The most difficult issue is to address the climate for term faculty.

A senator commented that providing clarity regarding the guidelines for promotion of term faculty is an important step. Another senator asked how the committee had generated information about the issues. Eveleth responded that the committee members have had extended conversations with faculty leadership, administrative leaders and groups such as the fCTF. Committee members have also reached out to colleagues. The QTT decided not to do a survey because of the complexity of the issues. However, it plans to utilize results
from other surveys that are in progress. For example a group under the leadership of VP Hendricks and Dean Chopin is conducting a survey about promotion and raises. The QTT will look at the results of that survey as part of its work. The Faculty Secretary also pointed out that VP Lawrence’s office has been very helpful in providing data about term faculty at UI. The senator followed up asking if there was a sense of what term faculty members were the most concerned about. He particularly asked if term faculty felt they had a sufficient voice in shared governance. Eveleth and Brandt both responded that the perspectives of term faculty are quite diverse. The senator wondered whether term faculty are concerned about the lack of tenure protection when participating in governance. Eveleth agreed that this was a theme. Brandt pointed out that one thing the taskforce is discussing is how to implement multi-year contracts for term faculty that might provide additional job security.

**Internal communications.** The chair opened the discussion by pointing out that a central concern at the university is improving communication. He solicited input on how senate leadership could do a better job communicating. In particular, he invited senators to provide input on the effectiveness of the *Talking Points* and suggestions for improvement. Several senators commented that the *Talking Points* are helpful. While some senators have experienced difficulties in sending the *Talking Points* to their colleagues, most reported that they were able to resolve these difficulties. Several senators noted that face-to-face communication is most effective, but that making the time to talk with faculty outside their units is difficult.

Chair Johnson recognized Summer Howard, the Chair of Staff Council (sitting in for Senator Tibbals). Howard commented that there are bigger barriers to distributing the *Talking Points* to staff. Staff Council is working with the Faculty Secretary and UCM to improve distribution.

The time for the meeting having elapsed, a motion (Jeffrey/Chopin) to adjourn passed unanimously. The meeting was adjourned at 5:00 p.m.

Respectfully Submitted,

Liz Brandt, Faculty Secretary &
Secretary to the Faculty Senate