2016-2017
Committee on Committees
Agenda

Meeting #4

2:00 p.m.
February 8, 2017
Brink Hall Faculty-Staff Lounge

Order of Business

Call to Order.

Minutes.

• Approval of the minutes of meeting #3 of 2016-2017, February 1, 2017.

Business.

• Faculty/Staff Policy Group (new) and Faculty Affairs (FSH 1640.42)
• Committee on Committees
• Library Affairs
• Continue with Top 11 - Borah

Unfinished Business.

Adjournment.

Professor Patrick Hrdlicka, Chair 2016-2017

Attachments:

Minutes of 2016-17 CoC Meeting #3
Policy Group
Appointed Lists
University of Idaho
Committee on Committees (ConC) Meeting, Paul Joyce Lounge (Brink)
2016-2017 Meeting #3 Minutes, Wednesday, February 1, 2017

Present: Indrajit Charit, Don Crowley (w/o vote), Patrick Hrdlicka (Chair), Chuck Morrison, Stefanie Ramirez, Bahman Shafii, Jeanne Stevenson, Ann Thompson (w/o vote)

Absent: Cruz Botello, Sarah Nelson, Ingrid Spence

The meeting convened at 2:33 p.m. Chair Hrdlicka called the meeting to order asking for approval of the minutes for meeting #2, October 25, 2016. A motion (Shafii/Ramirez) to approve the minutes passed unanimously.

Judicial Committees: Chair Hrdlicka asked Faculty Secretary Don Crowley to brief the committee on whether chairs on judicial committees should be tenured faculty members. If so, whether to include language in policy to that effect. Tenured faculty are better able and protected to take a stand in difficult situations that occasionally arise on these committees. After a brief discussion, it was agreed that the below committees’ structures would be revised by the Faculty Secretary’s Office for review and vote by ConC.

- 1640.02 – Academic Hearing Board
- 1640.06 – Administrative Hearing Board
- 1640.36 – Dismissal Hearings Committee
- 1640.43 – Faculty Appeals Hearing Board
- 1640.77 – Scientific Misconduct Committee
- 1640.83 – Student Appeals Committee
- 1640.93 – Student Disciplinary Review Board

Committee Population Process: Chair Hrdlicka then turned the meeting over to Ann Thompson who explained the process by which the committee will follow to populate committees. Ms. Thompson explained each of the forms distributed and the timeline. We would begin meeting weekly until all vacancies to committees are populated.

A brief discussion ensued whether another meeting time for the ConC was possible. Concern was expressed about maintaining a quorum since one member must leave at 3:15 and another member taught class at this time. In light of maintaining a quorum and the unknown fall teaching schedule, it was suggested that we meet 2:15-3:15 or 2-3 pm. A temporary replacement was suggested for the member who had class this semester. Ann would check with those members who were absent on these suggestions.

The committee then began to fill vacancies:

- **Committee on Committees:** Temporary spring 2017 replacement for Ingrid Spence (2019). It was agreed to ask Clarissa Richardson (Psychology), selected as her number one choice, to fill in this semester. She would then be moved to a 2020 term this fall to begin a three-year term.
- **Library Affairs:** Sandra Reineke, current chair has accepted the position of Director of Honors Program and requested she be removed from this committee. Dojin Ryu, would be asked to Chair and Ken Locke will be asked to come on early to finish Professor Reineke’s term (2017). He would then be and asked to continue in a three-year term. [N.B. Ryu declined to chair. Ken Locke has agreed, but will be gone month of February.
- **UCGE and GEAC:** Kenton Bird, Director of General Education, requested approval of temporary one semester appointments to these committees. Kathy Aiken to temporarily fill in for Sean Quinlan (on Fulbright) on UCGE; Russell Meeuf to temporary fill in for Dean Panttaja (on assignment in Egypt). Approved.
- **Safety & Loss:** Agriculture – Amy Lin. Will assign her to the 2018 CALS term and ensure she can begin now.

Begin with Top 11:

- **Academic Hearing Board:**
  - Faculty/Admin (2020) – Mark Warner (Soc/Anth), Faculty Secretary Don Crowley will ask. If Professor Warner is unable will ask Diane Kelly-Riley (English).
  - Faculty (2020)– Hydee Becker (Family Consumer Science)
- **Academic Petitions:**
  - Faculty (dean) (2020) – Mark McGuire (AVS), member Bahman Shafii will ask. If he declines, member Stefanie Ramirez will ask Erik Larsen (Business).
  - Faculty (2020)– Denise Bennett (JAMM)

Adjournment: a motion (Shafii/Charit) to adjourn was unanimously approved at 3:30 pm.

Respectfully submitted, Don Crowley, Faculty Secretary
A. FUNCTION.

A-1. To review non-academic policies and procedures (other than minor amendments, see FSH 1460 B-2) that affect both faculty and staff and that reside in the Faculty-Staff Handbook and/or Administrative Procedures Manual.

A-2. To ensure that both Faculty Affairs and Staff Council are informed, the chair of FSPG will communicate regularly with the chairs of Faculty Affairs and Staff Leadership.

A-3. To address and possibly resolve any perceived problems before forwarding proposed policies and procedures to Faculty Senate, the committee is encouraged to seek assistance from, or request meetings with the policy sponsor (see FSH 1460 B-6), general counsel, or others as necessary.

B. STRUCTURE. Three faculty, three staff, and the Faculty Secretary/Policy Coordinator, or his/her designee. A broad representation of faculty and staff across the university is expected and who are seen as leaders among their peers. A current member of Faculty Affairs and Staff Council is desirable, if possible. The chair of this committee will be selected from one of the six voting members.

1640.42
FACULTY AFFAIRS COMMITTEE (FAC)

A. FUNCTION.

A-1. To conduct a continuing study of salaries, professional problems, welfare, retirement options and benefits (including 403b plans), and working conditions of faculty members.

A-2. To call the attention of the Faculty Senate or the president, as appropriate, to matters concerning faculty affairs in any college or other unit that the committee believes should be of concern. [ed. 7-09]

A-3. To serve as a “court of first point of first contact involving questions of instance” in matters of dispute involving the interpretation and application of policies affecting the welfare of faculty members, e.g., such as promotion and tenure.

A-4. To cooperate and make joint recommendations with the Staff Affairs Committee for the solution of problems common to the faculty and the staff.

B. STRUCTURE. Nine faculty members, not more than two of whom are departmental administrators (administrators above the departmental level are not eligible for membership on this committee).
## Appointed by Committees

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### CoC Appointed by Faculty

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