Call to Order: The meeting was called to order at 3:06 pm (Pacific)

In Memoriam: President Staben asked for a moment of silence to honor the victims of last Saturday’s shootings in Moscow.

Faculty Senate Chair Marty Ytreberg asked for a count to determine a quorum. It was determined that there were 142 faculty present. (Moscow 109, Boise 14, CDA 4, Idaho Falls 9, Twin Falls 6). This does constituent a quorum.

Announcements: The President recognized Karen Launchbaugh from the College of Natural Resources. Professor Launchbaugh received an award as 2014 U.S. Professor of the Year from Idaho given by the Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education (CASE).

Special orders: Chair Ytreberg asked if there were any corrections or additions to the minutes from UFM #1 from September 2, 2014. Hearing none, it was moved and seconded to accept the minutes. The motion passed with no objections.

I. Proposed Changes/Additions to Faculty Staff Handbook

Academic Freedom—Faculty Governance:

- FS-15 009: FSH 1520—University Constitution. This proposal adds the following new language “Faculty are entitled to speak or write freely on matters pertaining to university governance, programs and policies” to 1520-Article I-section 4. This addition is intended to protect the ability of faculty to speak to all matters of university governance. The provision passed 141-0-1.

Faculty Senate Terms:

- FS-15-001: FSH 1520—University Constitution. Changes the language in 1520-Article V-section 4 to allow a Senator to serve two consecutive terms. One of the justifications for the change is that it would allow a person in their final year of their first term to run again and if elected be a candidate for Chair or Vice Chair. The current situation artificially limits those who might wish to serve as a Chair or Vice Chair. This proposal passed 141-1.

- FS-15-002: FSH 1580—Bylaws of the Faculty Senate. This provision clarifies that a Senator who completes more than half of another member’s unexpired term will be considered to have served a full term. This passed without objection.

Position Description:

- FS-15-023: FSH 3050—Position Description Form. This proposal sought to add the following language to the faculty position description. “Instructors will provide syllabi to their unit offices at the beginning of each term for courses for which they are responsible. Each syllabus should include expected learning outcomes for the course and should describe an example of how at least one learning outcome is assessed.” The Provost Office felt language such as this was important for accreditation.
A faculty member suggested that this was already being done. The Chair noted that this was true but the new language was an attempt to make this consistent and uniform across campus. This proposal passed 125-9-8.

**Compensatory Time Policies:**

- **FS-15-029: FSH 3460—Overtime Work, Compensatory Time and Holidays**
- **FS-15-030: APM 50.10 Processing Compensation for Overtime Work (FYI)**

  Working with Staff Affairs this proposal seeks to address past issues with compensatory time. This proposal passed without objection.

**Other:**

- **FS-15-007: FSH 4620—Academic Calendar.** This updates the academic calendar to 2028. The motion originating from the Registrar’s Office is to accept this academic calendar as presented. A faculty member raised a concern about years in which we start before August 20th. This is a hardship on students who have summer jobs and perform internships. Also, it is increasingly difficult to create a good learning environment in classrooms that aren’t air conditioned. He suggested in the future the Senate and the Registrar should pay careful attention to modifying the early start years by running the semester later in December. The Registrar’s Office noted the partnership with WSU and the need to align our schedule with theirs guides this change. The proposal passed 72-44-26.

- **FS-15-031: FSH 3760 Educational Privilege.** The motivation for this change came from the Faculty Affairs Committee recognizing that colleagues not in Moscow were disadvantaged by current policy which restricted the courses that could be taken to face-to-face courses. The original proposal removed the face-to-face restriction. However, Ruth Funabiki, chair of FAC, rose to introduce a substitute motion. The substitute motion would clarify that the proposed change would only apply to UI employees by stating that “Employees at other four-year higher education institutions and state agencies under the jurisdiction of the State Board of Education are limited to courses that are offered in a traditional classroom setting.” The motion to substitute passed 137-2-3. The substituted policy change then passed without objection.

- **FS-15-032: FSH 3185 Work Related Education.** This is a new policy that relates to university directed and job specific required education. This proposal clarified the responsibility of employees to complete required work-related education and the responsibility of the supervisor to support and provide reasonable accommodation for employees to participate in work-related education. This policy change passed without objection.

- **FS-15-033: FSH 3180 Employee Professional Development and Learning.** This is an FYI identifying a minor edit to 3180 D-1.

**Miscellaneous (FYI):**

- **FS-15-010: FSH 1640.89--University Committee on General Education.** This is a change to the committee structure. The change adds the director of academic advising as a non-voting member to the committee. This was passed by the Senate but the FSH does not currently require a vote at the UFM for this type of committee change.

- **FS-15-011: FSH 1640.28--Committee on Committees.** This is a change removing the fixed time for this committee to meet. The committee will determine its meeting time each year. The change also allows the Faculty Senate Leadership to fill vacancies on committees over the summer. This also does not require a vote at the UFM.
II. Proposed Changes to the University of Idaho Catalog

- **FS-15-025: Regulation J-3.** This proposal makes changes to the general education requirements. There was no discussion of the changes and the motion passed 99-1-42.
- **FS-15-026: CLASS - Split Writing Minor.** The proposal splits the current writing minor into two distinct minors. A professional writing minor and a creative writing minor. There was no discussion and the proposal passed 134-1-7.
- **FS-15-027: CLASS - Rename Professional Emphasis in English.** The proposal changes the name from Professional Emphasis to Professional Writing Emphasis. This passed without objection.
- **FS-15-028: CLASS - Add new emphasis for History BA.** This passed without discussion 130-2-10.
- **FS-15-034: Science - Drop an Option in Math.** This proposal would drop the Applied Operations Research Option. This passed without discussion 134-1-7.
- **FS-15-035: CLASS - Add Organization Dynamic Certificate.** This passed 123-3-16.

Chair Ytreberg thanked everyone for coming out to vote and turned the meeting back to President Staben.

**President's Remarks.** President Staben announced that after today’s meeting is over we would be dedicating and renaming the SUB as the Pitman Center. He encouraged everyone to join him downstairs for this dedication in honor of Bruce Pitman.

The President noted that he has spent a great deal of time speaking about the need to increase undergraduate enrollment. While this is one of our primary missions and the key to our financial future, he would like to remind everyone that we are more than an undergraduate institution. We are Idaho’s research and land-grant university. We have a number of important missions and we should have a shared understanding that along with undergraduate education our graduate education, research, and outreach missions are important to the state.

This being the legislative season President Staben provided some comments on developments in Boise. The Governor’s proposed budget included a 3% increase in employee compensation. President Staben believes that 3% is what we should anticipate and he has had some conversations with UBFC about how this can be administered. While the Governor’s budget proposes an increase in funding of 7.4% in K-12 education, it does recognize the importance of investing in higher education. The Governor recommended that each of the higher education institution’s priorities be funded. In our case that was an increase in funding for the Agricultural Research Experiment Station. Our other priorities included the Complete College Initiative and a Career Development initiative. The President finds it encouraging that the Governor based his priorities on our priorities.

On January 24th we will be celebrating the end of our Inspiring Futures Campaign. Our goal was $225 million but should close just above $260 million. This is encouraging because these funds will allow us to provide scholarships, build some facilities, and enhance programs. The funding campaign was a vote of confidence from around 50,000 donors and recognition of the excellence of the University.

We have been working hard on enrollment. President Staben thanked the people in enrollment management who have had a stressful year of significant change. Some of the changes include simplifying and enhancing our scholarship programs. We have also made some changes to Vandal Envision including having a Saturday event instead of the Friday event which placed a burden on families trying to come to campus. While we might not see enrollment gains as rapidly as we would like he guarantee’s that we will work hard to increase enrollment. In everything that we do we can strive to do better.
The president then opened up the floor to questions.

- **What steps are being taken to enhance distance education?** The President responded that we hired a new coordinator for distance education. He agrees that distance education offers an opportunity for the University.

- **Can you speak to the quality of education and concerns that have been raised about how increasing enrollment places stress on the quality of courses?** The President did not think there was a direct correlation between increasing enrollment and quality of education. Maintaining quality will be challenging but we can employ technology and different pedagogical methods. We will not be able to increase faculty at the same rate as enrollment growth. We will have to work together and faculty will have to figure out how to ensure quality.

- **What is the status of ongoing searches?** The President noted that we have hired Jean Kim as our new Vice Provost for Student Affairs and Enrollment Management. The Provost search had a strong pool and we will be conducting airport interviews at the end of January. After these interviews the finalists will be brought to campus. The search for Vice President for Advancement is being led by Ron Smith and is underway. Dan Ewart is leading the search for Executive Director for Communication and Marketing and we will be looking at finalists fairly soon. President Staben encouraged faculty to participate in these important searches.

- **Are there plans on how we might upgrade existing facilities?** President Staben noted the new buildings for the College of Education and IRIC. He has set aside funds for classroom renovations and there is a committee to identify the most pressing needs. We have received some funds for deferred maintenance. He was surprised at the small amount of funds dedicated to buildings in the Inspiring Futures Campaign.

- **What is your position and can you provide an update on the initiative to declare the University a “tobacco free campus”?** President Staben stated that there was significant support for a “tobacco free campus.” He plans to appoint a committee to develop policy and to ensure that all the voices that want to be heard on this issue are heard.

With no more questions being asked a motion to adjourn passed unanimously at 4:20.

Respectfully submitted,

Don Crowley, Faculty Secretary and Secretary to Faculty Senate