University of Idaho
Faculty Senate Meeting Minutes
2018-2019 Meeting #16, Tuesday, January 22, 2019

Present: Benedum, Brandt (w/o vote), Bridges, Cannon (Boise), Caplan, Chopin, DeAngelis, Dezzani, Grieb, Jeffrey, Keim, Kern (Coeur d’Alene), Kirchmeier, Lambeth, Lawrence (for Wiencek, w/o vote). Luckhart, Lee, Lee-Painter, McKellar (Idaho Falls), Morgan, Raja, Schwarzlaender, Seamon, Tibbals, Vella, Wiest. Absent: Ellison, Johnson, Laggis, Wiencek Guests: 10

Call to Order and Minutes. In the absence of the chair, who was ill, the vice chair called the meeting to order at 3:30 pm. A motion to approve the minutes (Morgan/Lee-Painter) passed unanimously.

Chair’s Report.

- The chair reminded senators that all proposed policy changes must be forwarded to the Faculty Secretary’s Office by April 8 to permit sufficient time for review prior to consideration by senate. However, it is best to get changes in sooner rather than later to avoid a backlog. The last day for senate to consider policy changes for inclusion on the University Faculty Meeting is April 16. The Committee on Committees will be sending out a notice to all committee chairs this week reminding them of these deadlines.

- The Committee on Committees reports a record high level of faculty interest in serving on committees. Approximately 2/3 more faculty submitted committee preference forms this spring than in past years. Vice Chair Grieb added that the change is likely due to the use of a Qualtrics survey to gather faculty interest. He thanked the Faculty Secretary Liz Brandt and Ann Thompson, who provides support for the faculty secretary and for senate leadership, for their work on the survey. The Faculty Secretary added that Professor Dan Campbell in the College of Education Health and Human Services (CEHHS) provided invaluable support in developing the survey.

- General Education Forum this Friday, January 25 at noon in the Clearwater/Whitewater rooms in the Commons and by ZOOM at uidaho.zoom.us/j/433992061. The focus of the forum will be to discuss potential changes in the UI general education requirements regarding ISEM courses. Faculty may provide anonymous feedback on the changes by following this link: https://uidaho.us6.list-manage.com/track/click?u=e8b26a2bdf3335ca7d0c9eef&id=f396c37f00&e=ada0d88d8e. The changes have recently been approved by the University Committee on General Education (UCGE) and have been forwarded to the University Curriculum Committee (UCC).

Provost Report. Vice Provost Torrey Lawrence gave the report in the absence of Provost Wiencek who is in Boise for Legislative Week. Lawrence reported that the provost will discuss the budget at next week’s senate meeting. He also noted that the response rate on the faculty evaluation of administrator’s survey was substantially higher this year than in the past. The evaluation was circulated via a Qualtrics survey by his office (as opposed to circulating hard copy evaluation forms via the colleges). In the past, fewer than 10 evaluation forms have been received. This year almost 100 have been received. Lawrence was happy to be able to report this increased level of faculty engagement.

A senator asked how the information in the faculty evaluation of administrators is kept confidential. Lawrence responded that the survey was administered by the Office of Institutional Effectiveness and Assessment using prevailing research standards to protect confidentiality. Survey participants were given the option of providing their name. Also, the survey results will be provided by Institutional Effectiveness directly to the supervisor of the administrator being evaluated.
University Curriculum Committee Report

- **FS-19-039** (UCC-19-043 &43a) – Name Change – Interior Design to Interior Architecture & Design/Prefix Change. The vice chair took the name change and the prefix change in the proposal separately. Professor Rula Awwad-Rafferty presented the proposals for the College of Art and Architecture (CAA). This change better reflects the structure and curriculum of the program and aligns with national definitions of both interior architecture and interior design. Interior Architecture is akin to an enhanced Interior Design program. In addition, the CAA believes that the change will increase employment opportunities for students. The name change passed unanimously. The prefix course number change reflects the new name of the program. This change also passed unanimously.

- **FS-19-040** (UCC-19-028a & 28) – New Virtual Technology & Design Certificate. Professor John Anderson presented the proposal for CAA. He explained that the Virtual Technology and Design (VTD) program has been working to re-align their curriculum to promote advancement and recruitment, and also to foster a dual enrollment possibility in the future. The proposed certificates will assist in this process. Other universities offer similar certificates. However, Anderson believes UI can offer a more attractive program. Once this is vetted through the university, the proposed certificate must be approved by CAA accreditors. The proposal passed unanimously.

- **FS-19-041** (UCC-19-031) – New Natural Science Teaching Endorsement. Professor Taylor Raney presented the proposal for the College of Education Health and Human Services. This is a new composite endorsement. This has been authorized by the state and we are adding the courses to make this available. A senator asked whether there is a way to offer some of the endorsements at a distance. Raney responded that the courses for the endorsement are outside CHHS in the content areas. If the content area does not have the distance courses, the endorsement cannot be offered online. The proposal passed unanimously.

- **FS-19-042** (UCC-19-032) – New Sociology/Anthropology Teaching Endorsement. Professor Raney also presented the proposal for a new teaching endorsement in Sociology/Anthropology. This effort reflects collaboration between CEHHS and the Department of Sociology and Anthropology. The proposal passed unanimously.

- **FS-19-043** (UCC-19-033) – New Drama Teaching Endorsement. Professor Raney also presented the proposal which reflects collaboration between CEHHS and the Theater Department. The proposal passed unanimously.

- **FS-19-044** (UCC-19-034a&34) – New Culturally Responsive Pedagogy Certificate/Catalog Changes (Aleksandra Hollingshead). Professor Hollingshead presented the proposal for CEHHS. The certificate has been created through funding received from CEHHS and the College of Letters Arts and Social Sciences (CLASS). The certificate will consist of twelve credit hours. Six credits are from existing courses. Six credits will be from a group of one credit online courses that have been created for this program. A senator commented positively on the fact that the certificate will be available online. Hollingshead agreed that students will be able to complete the certificate online. She added that the six one credit online courses are available to take at any time because they are asynchronous. The proposal passed unanimously.

- **FS-19-045** (UCC-19-035) – Minor Name Change Communication Studies to Communication. Professor Todd Thorsteinson presented the change for CLASS. The purpose of the name change is to bring the name of the minor into alignment with the name of the re-approved Communication Major. The proposal passed unanimously.

- **FS-19-046** (UCC-19-036) – Certificate Name Change Diversity & Stratification to Diversity & Inclusion. Professor Kristin Haltinner presented the proposal for CLASS. She is the director of the certificate program. Haltinner explained that this certificate is the largest certificate program on campus. The name change is being made to reflect current trends in the field. Haltinner also noted that the name is more hopeful! The proposal passed unanimously.
A number of quite difficult and consuming more than 50% time. The hope was that senior faculty with substantial experience during their final phase of employment would be interested. The faculty secretary’s activities in fostering and supporting faculty governance can be reasonably accomplished through a 25% appointment as contemplated by the proposed restructure. The faculty secretary will need to coordinate closely with the Policy Coordinator to ensure that faculty committees remain involved in the policy process and to remain informed of policy developments moving forward to faculty senate. Senators pointed out the draft organizational chart does not show any formal reporting or informational relationship between the policy coordinator and the faculty secretary. They suggested that this relationship be formalized in the final proposal.

In the course of the discussion, Brandt pointed out the importance to faculty and staff of enhancing the policy process. She stated that currently, faculty are being harmed because our policies are ambiguous and unclear. She believes that the enhanced policy coordinator position will assist in resolving some of our current policy issues.

A number of concerns and questions arose in the discussion:

- **How will the restructure impact faculty governance and how it works on campus?** Senators expressed the belief that unless the responsibilities of the position are reduced, the job would not be “doable” as a 25% position. The faculty secretary’s activities in fostering and supporting faculty governance can be reasonably accomplished through a 25% appointment as contemplated by the proposed restructure. The faculty secretary will need to coordinate closely with the Policy Coordinator to ensure that faculty committees remain involved in the policy process and to remain informed of policy developments moving forward to faculty senate. Senators pointed out the draft organizational chart does not show any formal reporting or informational relationship between the policy coordinator and the faculty secretary. They suggested that this relationship be formalized in the final proposal.
Finally, both Brandt and Vice Provost Lawrence pointed out that the creation of the position of Vice Provost for Faculty has significantly increased the capacity of the provost office to address faculty issues. Brandt and Lawrence stated that collaboration between the two positions was extremely helpful.

- **Will the restructure reduce the power and influence of the faculty secretary?** They expressed the concern that reducing the percentage of time for the position might result in a comparable reduction of influence for the faculty secretary. Senators also pointed out that the proposed policy coordinator will be a staff member and will not have any decision-making authority. Rather the policy coordinator will be a resource and facilitator for policy. Senators also expressed concern about the continued growth of mid-level administrators, particularly in a time of few resources. Brandt acknowledged that a reduction in power and influence of the faculty secretary is a risk of the proposed restructure. She stated that she believes this depends upon the skills of the next faculty secretary. She also stated that the current structure has similar risks, if there are no appropriate applicants for the position.

- **Senators raised the possibility of retaining the faculty secretary as a 50% position devoted exclusively to faculty governance.** Brandt stated that she did not think the faculty governance responsibilities of the position demanded that much time.

- **Should the faculty secretary have a multi-year appointment?** Senators expressed the belief that continuity in the position of faculty secretary is important. Only with a multi-year appointment can the faculty secretary have the context and experience to assist faculty governance. Continuity will also give the faculty secretary the ability to establish relationships and communication channels on behalf of faculty.

- **How will the faculty secretary’s “buyout” work?** Senators recognized that the faculty secretary policy must have a workable and flexible buyout provision. Such a provision is important to make the faculty secretary position attractive. But also, while current UI’s administration has been supportive and flexible, senators recognized that this might not always be the case. Effective policy regarding the buy-out for the secretary will be important in such a circumstance. It was noted that the policy provisions for the buyout of the chair and vice chair should also be reviewed and possibly revised.

- **Will we be able to attract strong faculty to the position?** Senators suggested that having a well drafted buyout provision would be crucial to attracting a good faculty secretary. In addition, they suggested that a concerted effort to educate faculty about the role and responsibilities of the faculty secretary would aid the process. Several senators expressed the belief that many faculty do not really know what the faculty secretary does. Others emphasized that having a tightly drafted position description is important. It was also recommended that the Faculty Secretary position be actively marketed to the general faculty, and that a pool of potentially qualified and interested faculty be identified and maintained. Finally, senators discussed changing the name of the position might help – “Secretary of the University Faculty” might be more attractive than “Faculty Secretary.” Finally, they also speculated that eliminating the “secretary” title might help.

The agenda having been completed, a motion (Keim/Dezzani) to adjourn passed unanimously. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Liz Brandt, Faculty Secretary & Secretary to the Faculty Senate