

IDAHO STATE UNIVERSITY
FACULTY SENATE
MINUTES

VOLUME XXVII, MEMO 16

May 5, 2008

4:00 PM

Faculty Senate Conference Room, REND 301

In Attendance: Beard, Bowen, Campbell, Cellucci, Curtis, Delehanty, Dye, Edwards, Frantz, Guryan (telecommunication), Kangas, Kantabutra, Kearns, Keeter, Manopoulos, Masserini (Chair), McCurry, Moulton, Murphy, Oliphant (telecommunication), Payne, Sieber, Skidmore, Thomas, Vik, Wilson

Non-voting: Attebery, Fullerton,
Wallace (Recording Secretary)

Excused: Adler, Crews; De Jesus

Absent: Smith, Womack; Brown, Carpenter, Vailas, Wharton

Masserini opened the meeting. Handouts of the revised Faculty/Staff Handbook motions were distributed to those who did not have the most recent version. The Executive Committee had previously pulled three items from the consent calendar for further discussion (identified below).

I. Consent Calendar

A. Faculty Senate Minutes

1. Minutes of April 7, 2008

B. Minutes from Councils

1. **Research Coordinating Council**

- a. Minutes of March 20, 2008

2. Curriculum Council

- a. Minutes of April 3, 2008

- 1) B.S. in Fire Service Administration curriculum proposal was denied

- b. Minutes of April 10, 2008

- c. Minutes of April 17, 2008

- d. Minutes of April 24, 2008

- 1) **BAS/BAT Committee** Minutes of March 21, 2008

- e. Minutes of April 30, 2008

3. **Campus Planning Council**

- a. Minutes of April 9, 2008

4. **NOIs**

- a. NOI 2008-A&S-01 to separate Advertising and Public Relations into two emphases

- b. NOI 2008-A&S-02 Secondary Teaching Minor in Japanese

- c. NOI 2008-COT-13 discontinue CBET technical certificates

- d. NOI 2008-COT-14 change name from CBET to ITS and add new technical certificates

C. Bylaws Revisions

1. Curriculum Council's revised Bylaws

2. Campus Planning Council's revised Bylaws

D. Council and Committee appointments

MOTION: Senator Alan Frantz submitted a **written motion** to "Nullify the Faculty Senate election of April 7 for **College of Education** representatives to the Campus Planning Council, Faculty

Professional Policies Council, and Budget Council, in order to allow the College to hold internal elections for nominee names to be forwarded to the Senate.”

1. Faculty Senate reps on Councils (all uncontested nominations)
 - Faculty Professional Policies Council** (fourth Thursday at 11:00)
nomination for **Larry Kratz for Fall 2008** and
for **Tracy Payne for Spring 2008**
(Larry is Tracy’s one-semester sabbatical replacement)
 - Campus Planning Council** – nomination for **Karen Kearns**
2. General faculty reps (all uncontested nominations)
 - Budget Council**
 - Education – nomination for **Dotty Sammons-Lohse, Technology Program**
 - Campus Planning Council**
 - Arts & Sciences (Phys./Nat. Sciences) –
nomination for **Rene Rodriguez, Chemistry, for 1-year term**
 - Arts & Sciences (Fine Arts) – nomination for **Pat Brooks, Music, for 3-year term**
 - Education – nomination for **Matt Sanger, Ed. Foundations, for 1-year term**
 - Engineering – nomination for **Alba Perez, for 3-year term**
 - Curriculum Council**
 - Arts & Sciences (Social Sciences rep) – nomination for **Maria Glowacka, Anthropology**
 - Arts & Sciences (Floater rep) – nomination for **Peter Sheridan, Biology**
 - Arts & Sciences (Physical Sciences rep) –
nomination for **James Wolper, Math, for 2-year replacement term**
 - Technology – nomination for **Rajendra Bajracharya, Geomatics**
 - Faculty Professional Policies Council**
 - Education – nomination for **David Squires, Ed. Learning & Development**
 - University Library Committee**
 - Arts & Sciences (Physical/Natural Sciences) – nomination for **Andrew Holland, Chemistry**
 - Arts & Sciences (Humanities, Fall 2008 sabbatical replacement) –
nomination for **Angela Zielinski, Art/Pre-Architecture**
 - Education – nomination for **Gail Coulter, Ed. Learning & Development, for 1-year replacement term**
 - Calendar Committee**
 - nomination for **DeWayne Derryberry, Math**

ACTION: Moved by Sieber and seconded by Thomas to **approve the Consent Calendar**. Motion **passed unanimously**. All nominees listed above were appointed as nominated.

Consent Calendar Items Pulled

- A. Curriculum Council’s recommendation memo; asking to forward the proposal mentioned below to Academic Standards Council
 1. **College of Technology Exam Credits proposal – denied by Curriculum Council**

Frantz explained the main issue is the **type of credit** being proposed. Attebery elaborated that the Curriculum Council was concerned about the **substantial number of credits** being proposed. Some of the information presented in the proposal was misleading; the School of Nursing does not award credit for RN licensure, only for previously completed courses from accredited institutions. The exam merely shows how well the content of the courses was mastered. The proposal as written would award credit for work completed at institutions that are not necessarily accredited,

and for simply having passed certain exams. The Undergraduate catalog already specifies criteria for challenging credits by passing exams. The Curriculum Council felt this proposal falls under **the purview of the Academic Standards Council, and that Council should look at it very carefully to make sure any credit awarded meets the standard of performance required by the University.** Frantz added that the Academic Standards Council is already looking at the transfer of technical credit into academic credit, and this issue ties in well with that one.

ACTION: Bowen moved forward this issue to the Academic Standards Council to look into further and formulate recommendations for the Faculty Senate to consider. Seconded by Beard.

Discussion: Policy already exists about awarding credit for exams. The Faculty Senate needs to make clear to Academic Standards Council exactly what the concerns are regarding this proposal and what they are being asked to resolve. The College of Technology faculty representative on the Council will help clarify the College's perspective. Frantz added that wide-spread faculty input should be sought to get a sense of how much credit faculty think should be awarded for what kinds of work. Senators may well be involved in the Fall soliciting input from their constituents about this issue. Beard warned there is a delicate balance between expediency and quality, and care must be taken not to sacrifice academic quality in favor of increasing graduation rates; ISU needs to continue producing high-quality graduates, not just more graduates. Masserini commended the Curriculum Council for its diligence and courage in questioning practices about which they were dubious.

The motion was passed unanimously. **The Faculty Senate will forward the College of Technology's proposal for awarding credits for professional exams to the Academic Standards Council for further study.**

B. University Honors Committee's revised Bylaws (*pulled by Executive Committee*)

According to the bylaws, membership appointments are made by the Deans of each College and the Director of the Center for Teaching and Learning is the committee Chair. The Curriculum Council felt the committee should revisit the appointment process and Chair position in the Fall.

The Curriculum Council's concerns were echoed by several Senators:

- As a subcommittee of the Curriculum Council, which is a council of the Faculty Senate, it is subject to the faculty governance structure.
- Deans appointing faculty members to a committee headed by a Director appointed by Administration undermines the principle of faculty governance.
- Faculty in each constituent group should be the ones to bear the responsibility of selecting their faculty representatives to faculty Councils and committees.
- Chairs of faculty committees should be faculty members elected by the committee members, not appointed by Administration. The Research Coordinating Council recently revised their bylaws to make this very change.

Other broader philosophic questions were raised about the nature of the Honors Committee's work and its place in the organizational structure. It makes curricular decisions as well as deals with teaching and learning issues, and is currently run by the Center for Teaching and Learning. It could come under the purview of either the Curriculum Council or the Council for Teaching and Learning, or perhaps neither. Senators agreed that question might be worth addressing sometime in the future, but not now.

The main issue under consideration was whether appointments to faculty-governed councils and committees should be made by Administration. As a committee under the Faculty Senate's direct governance, many Senators strongly felt faculty should be the ones to appoint committee members.

Masserini will work over the summer on ways to streamline and formalize the way faculty members are appointed to councils and committees. He suggested the Curriculum Council work with the Faculty Senate to get nominations. The Curriculum Council would appoint members to its subcommittee, with oversight by the Senate. This would take Deans out of the appointment process.

ACTION: Sieber moved to approve Masserini's changes to the bylaws to have Curriculum Council work with Faculty Senate to secure nominations for the committee and Curriculum Council would make the appointments. Seconded by Edwards.

Discussion: Opposition to the motion was that it was cumbersome and could imply bias on the part of Deans. Appointments made by Deans ensures each College is represented and seats are not left vacant. In some cases, no faculty member steps forward to serve, so the Dean appoints someone to sit on the committee. There are reasons [which are unclear] why the Director of the Center for Teaching and Learning is Chair of the committee. Although Faculty Senate has the right to amend Council and committee bylaws without their knowledge or input, some Senators were uncomfortable doing so.

ACTION: Bowen called the question; seconded by Sieber. The vote was taken and the motion to make Masserini's changes to the University Honors Committee Bylaws failed.

ACTION: Bowen moved to remand the bylaws back to the University Honors Committee to address the concerns of faculty governance in terms of the committee Chair as well as the appointment of members. Seconded by Wilson.

Discussion: Kantabutra pointed out the frequency of the committee's meetings may increase in the future, which would exacerbate the problem. Kangas clarified that current appointments would not be affected, only future ones.

Senators voted and the motion passed. The bylaws were to be remanded back to the committee for revision in the Fall.

C. General faculty reps (pulled by Executive Committee)

Athletics Advisory Board (2nd Thursday at 2:30) open to any eligible faculty member

1-Year term (usually serves as Fac. Senate liaison) – replace Sandra Shropshire

Kevin Parker, Business

Beverly Ray, Education (Dept. Chair)

Rick Rhodes, Pharmacy Practice

It was determined that two of the candidates had expressed a willingness to serve as liaison to the Faculty Senate. The third had not been contacted. Senators spoke on behalf of each nominee.

ACTION: The Senators voted and Kevin Parker was elected to serve for one year as the Faculty Senate's liaison to the Athletics Advisory Board.

II. Continuing Business

A. Tenure & Promotion Task Force update

Delehanty is finalizing the report for approval by the task force. Once approved it will be posted to the Senators' Business Items webpage and put on the Senate's agenda for consideration in the Fall.

Masserini mentioned he received the salary recommendations from Faculty Professional Policies Council. It will be forwarded to the Senate for consideration during the next meeting in August. The recommendations may serve well as a foundation in formulating arguments for faculty salary

increases. Masserini requested the minutes formally commend the Faculty Professional Policies Council for their outstanding work on this top priority faculty issue.

Bowen asked if the Faculty Senate still planned to solicit faculty input on the Tenure and Promotion Committee's recommendations. Delehanty assured her that yes, there will be ample opportunity for faculty to comment. Vik reminded Senators that Dr. Wharton wanted the report by March, but that proved to be impossible given the extensive task the committee was charged to do. Delehanty formally commended Senator Peter Vik for his active participation on that committee.

III. New Business

A. Faculty/Staff Handbook Committee Motions – proposed Faculty/Staff Handbook changes

Masserini turned the discussion over to Mike Thomas who headed the small task force that worked on this project. Thomas gave a brief overview of the formation of the task force and their approach to the project. They focused on issues of fact, clarity and format. The committee strongly recommended that a new committee, representing the whole University, be assembled to address broader issues of clarity, format and consistency in the Handbook as a whole.

1. **Motion #1: Councils Attached to the Faculty Senate (Part 2, Section II, E. 2. A-h)**

To replace the current format with a single list of all Councils that provides for each Council a brief description of the Council and a link to the Council's website where additional, current information may be found.

ACTION: Thomas **moved to approve Motion #1.** Seconded by Frantz.

Discussion: The impetus behind this motion was to streamline the description of each council and refer to the Councils' website for further information. Masserini and Catherine reassured Senators that all changes to the websites would be done by the Faculty Senate Office so Councils' membership and bylaws information would be protected from unauthorized changes. The only two exceptions were the Curriculum Council and Research Coordinating Council webpages which were maintained by their respective secretaries, Catherine's counterparts on the Councils. This motion would also eliminate the difficult step of getting the Handbook changed every time a Council changes its bylaws.

The vote was taken and **Motion #1 was passed.**

2. **Motion #2: Senate Line of Reporting (Part 2, Section II, A. General, 2. Faculty Representation)**

To add the words "*and Provost and Vice President for Academic Affairs*" following the words "*...which makes recommendations to the President...*" in line 3 of this paragraph.

ACTION: Thomas **moved to approve Motion #2.** Seconded by Skidmore.

Discussion: This change was made to reflect the recent change in the Faculty Senate's reporting chain that added the Provost/Vice President for Academic Affairs.

Senators voted and **Motion #2 was passed.**

3. **Motion #3: Definitions of Faculty (Part 2, Section II, B. The Faculty, 2. Definition)**

To clarify the types of appointments by listing all types of faculty instead of just a subset.

ACTION: Thomas **moved to approve Motion #3.** Seconded by Skidmore.

Discussion: This change adds "*lecturer*" to the list of faculty definitions in accordance with the State Board of Education's definitions. Kantabutra is on a committee working on revising the College of Engineering's bylaws and they have encountered confusion about instructors and lecturers in terms of who is eligible for

tenure. Beard explained the traditional distinction and pointed out that those distinctions have become blurred over the past several years. He suggested someone call the State Board and clarify how they classify senior lecturers, research lecturers, clinical faculty and other such titles and whether those are considered to be tenure-track. Keeter pointed out that the multiple levels of lecturers and instructors were to distinguish faculty from adjuncts. There is nothing in this section of the Handbook about tenure-track or non-tenure-track.

The votes were counted and **Motion #3 passed.**

4. Motion #4: Number of Senators (Part 2, Section II, C. Representative Bodies, 1. The Faculty Senate, b.(2))

To correct the number of senators to thirty (30) members, add “*President*” (as ex-officio), add “*Provost*” to the title of the V.P. for Academic Affairs, change “*Dean of Students*” to “*Vice President for Student Affairs*”, and correct the apportionment of Senators (reducing A&S, increasing KCHP and adding Outreach). Note: the number of Senators is correctly listed in the Faculty Senate Bylaws, which is part of a later Handbook Section (Part 2, Section IV.; but see Motion 6).

ACTION: Thomas **moved to approve Motion #4.** Seconded by Delehanty.

Discussion: The changes were to reflect the current apportionment of Faculty Senate representatives, to add the President as an ex-officio member, and update the title of the head of the Student Affairs office. Kangas was concerned that non-tenure-track faculty were not considered in this description of the apportionment of Senate seats. This is in conflict with the Faculty Senate’s bylaws that do include them in apportioning seats.

ACTION: Kangas **moved to include “non-tenure-track” in the motion.** Seconded by Bowen.

Discussion: There was some discussion about how to handle the discrepancies between this section of the Handbook and that of the Faculty Senate Bylaws. Beard advocated checking the State Board of Education’s guidelines to see how they view and classify non-tenure-track and part-time faculty. No matter what the Senate decides on this particular motion, more work will be needed to clear up discrepancies in the Handbook. Masserini called for a vote on the amended motion on the table.

Senators voted and the **amended motion failed.**

The motion now on the table was the original Motion #4. The votes were counted and **Motion #4 failed.**

ACTION: Vik **moved to remand Motion #4 back to the Faculty Senate Executive Committee** for further consideration.

No discussion. The vote was taken and the **motion passed.** **Motion #4 will be remanded to the Executive Committee** to address in the Fall.

5. Motion #5: Role of the Faculty Senate (Part 2, Section II, C. Representative Bodies, 1. The Faculty Senate, a. General)

To convert the list of Faculty Senate responsibilities into a short overview and to refer to the Council descriptions for a more detailed description of these responsibilities. Alternatively, it might be useful to insert the Faculty Senate’s Mission Statement and/or Statement on Faculty Governance here.

ACTION: Thomas **moved to approve Motion #5.** Seconded by Moulton.

Discussion: The current text is a cumbersome list that is duplicated in the Councils' descriptions. The motion would bring the information up to date and refer back to the descriptions of the various Councils. Bowen pointed out that although the existing list is cumbersome, the information it contains forms the core of the governance structure. The current language spells out the specific areas of faculty concern. Condensing the description of Faculty Senate's role runs the risk of giving away too much. Kangas reminded that although the current administration seems to be in favor of faculty participation, future administrations may not be. The existing language protects faculty's right to be involved.

The vote was counted and **Motion #5 failed. This section of the Faculty/Staff Handbook will remain as it currently is written.**

6. Motion #6: Bylaws of the Faculty Senate (Part 2, Section IV, B. Bylaws of the Faculty Senate)

To remove the bylaws, replacing them with a link to the Senate URL, where current membership and bylaws (and other current information) are provided and regularly updated.

ACTION: Thomas **moved to approve Motion #6.** Seconded by Frantz.

Discussion: The committee struggled with how to handle the Faculty Senate's bylaw, which were out of date in the Faculty/Staff Handbook. The Senate controls its own bylaws and updates them periodically. It made sense to delete them from the Faculty/Staff Handbook and insert a reference to the Senate's website where a current copy of the membership and bylaws will be continually maintained by the Faculty Senate Office, the same as the Councils' will be.

Kangas wanted to make sure the Administration is kept informed of changes in the Faculty Senate's bylaws. Thomas reiterated that the Handbook is not keeping up with the changes that Senate has made to the bylaws over the past few years. In response to a question from Frantz, Masserini explained that the Administration does not have purview over Faculty Senate and does not have to approve its bylaws. Catherine reassured Senators that all documents approved by the Faculty Senate are forwarded to the appropriate Administrators. Some require Administrative approval; others such as Senate and Council bylaws are strictly informational only and are not subject to Administrative approval. Several Senators thought that was a good reason to not to go through the formal Handbook change procedure and allow the Faculty Senate to retain control over its own bylaws. The bylaws state the Faculty Senate has to review the apportionment of representatives every three years. Wilson suggested making sure the latest revision date be included in the bylaws.

The vote was taken and **Motion #6 passed** unanimously.

7. Motion #7: Statement on Faculty Governance (Part 2, Section IV, A. Statement on Faculty Governance)

To update the statement on governance (to reflect recent changes approved by the Senate) and changing "*Coordinating Board*" to "*Faculty Senate Advisory Council*" (in 1.d., and 3.c.).

ACTION: Thomas **moved to approve Motion #7.** Seconded by Moulton.

Discussion: The only changes were to add the updated statement on governance the Faculty Senate approved in May of 2007 and correct the name of the Council. No further discussion.

The Senators voted and **Motion #7 was passed.**

IV. Announcements and Final Remarks

Certificates of Appreciation were handed out to the Senators whose terms were expiring and were leaving the Senate.

Masserini summarized the Faculty Senate's accomplishments this past year:

- Tenure and Promotion Task Force
- Salary compensation issues for faculty
- Faculty/Staff Handbook change procedure
- Recommendations for changing portions of the Faculty/Staff Handbook
- Phased Retirement Policy
- Faculty Senate Mission Statement
- University Budget Process
- Undergraduate Catalog changes
- revived the Dependent Tuition Benefit issue
- important items from the standing Councils and committees
- day-to-day Senate and University business through participation on Councils at all levels

Every year the Faculty Senate is taking a more and more proactive role in its areas of primary responsibility as declared in the Statement on Faculty Governance. Masserini quoted that statement over and over in his meetings with Administration, reiterating that faculty was primarily responsible for setting policy in those areas. His view was that the Administration was listening. The Tenure and Promotion Task Force was a good example of the Administration suggesting a top-down approach and the faculty saying no, this is their purview. They then took up the issue and came up with their own approach and solutions. Tenure is a property right of the faculty and should be treated as such. Masserini developed the Handbook change flow chart as part of his own review of the Faculty/Staff Handbook last summer. It was adopted by the Administration and is now part of the official Handbook Change Procedure. This was shared governance at its best.

Changes to the internal handling of business within the Senate and its Councils have resulted in better tracking, streamlined procedures, more communication, better handling of business items and forwarding faculty's work to the proper administrators in a timely manner, and following up on those forwarded items.

The President of the University came to the Faculty Senate several times over the course of the year, addressed the faculty at large directly two or three times, actively sought faculty and Senate input, and responded favorably to that input. Open and candid communication has paid off and the Administration is listening. The Faculty Senate is more respected and involved than ever before, and faculty members now see the Senate as their voice on campus.

Masserini thanked the Executive Committee for keeping him on track this year. He assured Senators that Delehanty is not afraid to express his opinions and will be a good leader next year. He also thanked the office staff. Ben Layman was a great asset as a work study student, and willingly did everything that was asked of him. Masserini commended Catherine for her efforts and expressed gratitude for her assistance. He thanked the Senators for their hard work and for expressing their various opinions openly, discussing the issues and not letting their differences get in the way of working together. It has been a productive and wonderful year!

One more item of business:

ACTION: Moved by Bowen and seconded by Sieber to have the Executive Committee continue to carry on Senate business over the summer. No discussion.

The vote carried, the **motion passed**.

Delehanty thanked Masserini for his service as Chair. Masserini officially passed the Faculty Senate gavel to Delehanty, thus instilling him as Chair for next year. In return, Delehanty presented Masserini with a new gavel: a 3-pound sledge hammer and a very large screwdriver to handle any attempts to screw him over at his new job.

V. Adjournment: 5:20 p.m.

The Senators enjoyed a year-end party with lots of food. Afterwards, Masserini and Delehanty treated those who came to the Portneuf Valley Brewery to drinks.

The next Faculty Senate meeting in the Fall is scheduled for Monday, August 25, 2008.

Dr. John Masserini, Chair

Catherine Wallace,
Administrative Assistant 1

Approved by Faculty Senate: August 25, 2008

Documents:

Faculty Senate Minutes of April 7, 2008
Research Coordinating Council Minutes of March 20, 2008
Curriculum Council Minutes of April 3, 2008
Curriculum Council Minutes of April 10, 2008
Curriculum Council Minutes of April 17, 2008
Curriculum Council Minutes of April 24, 2008
Curriculum Council Minutes of April 30, 2008
BAS/BAT Committee Minutes of March 21, 2008
Campus Planning Council Minutes of April 9, 2008
NOI 2008-A&S-01 to separate Advertising and Public Relations into two emphases
NOI 2008-A&S-02 Secondary Teaching Minor in Japanese
NOI 2008-COT-13 discontinue CBET technical certificates
NOI 2008-COT-14 change name from CBET to ITS and add new technical certificates
Curriculum Council's revised Bylaws
Campus Planning Council's revised Bylaws
Faculty/Staff Handbook Revisions:
Motion #1: Councils Attached to the Faculty Senate
Motion #2: Senate Line of Reporting
Motion #3: Definitions of Faculty
Motion #6: Bylaws of the Faculty Senate
Motion #7: Statement on Faculty Governance