

IDAHO STATE UNIVERSITY
FACULTY SENATE
MINUTES

VOLUME XXVIII, MEMO 2

Monday, September 15, 2008

4:00 PM

Faculty Senate Conference Room, REND 301

In Attendance: Adler, Beard, Bearden, Cole, Delehanty (Chair), Dye, Edwards, Forest, Frantz, Guryan (telecommunication), Hasenpflug, Kantabutra, Kearns, Knudson, Kratz, Larsen, Murphy, Oliphant (telecommunication), Packer, Phelps, Smith, Vik, Wilson, Wolter, Womack
Non-voting: Adamcik, Ford, De Jesus, Fullerton, Trimmer, Wallace (Recording Secretary)
Excused: Livingston Friedley, Magnuson, Moulton, Whitaker, Vailas
Absent: Trimmer
Guests: David Alexander, Cali Bell, and Ray Ludwig from Enterprise Resource Planning; James Fletcher, Vice President of Finance & Administration

I. Welcome and Announcements

A. Tuition Benefits Task Force

Delehanty asked if any Senators or their constituents were interested in following up on Brad Curtis' idea of pooling unused benefits. De Jesus volunteered to talk it over with Mr. Fletcher and President Vailas to explore feasible options. Wilson mentioned her constituent, Catherine Heyneman was interested. Frantz volunteered and said Julie Newsome was willing to join in the Spring.

ACTION: Frantz moved to proceed with Curtis' idea and to have De Jesus take the lead and let other interested faculty members join in if they want to work on it. Seconded by Wilson.

Discussion: Ford agreed, but reminded Senators it may be beyond ISU's control and it may need approval from the State Board of Education. The Senators voted and the **motion passed. De Jesus will set up a meeting with Mr. Fletcher** and report back to the Senate.

II. TIGERi Presentation – David Alexander

Delehanty turned the floor over to David Alexander, the Enterprise Resource Planning (ERP) Project Manager. Alexander gave a PowerPoint presentation to Senators about the progress and implementation timeline of the Tigeri new ERP computer system and answered questions.

**III. Executive Committee Election – to replace Brad Curtis
nomination for Thom Hasenpflug, Arts/Humanities (Music)**

ACTION: Moved by Smith and seconded by Larsen to elect Thom Hasenpflug to the Faculty Senate Executive Committee. No discussion. Motion passed unanimously.

Hasenpflug had said if elected he would resign from Faculty Professional Policies Council. Delehanty had asked Arts & Sciences Dean Scott Hughes to nominate Michael Thomas to replace Hasenpflug on the Council and invited Senators to forward other nominee suggestions to Dean Hughes for consideration.

IV. Consent Calendar

- A. Faculty Senate Minutes
 - 1. *Minutes of April 28, 2008 – not available, deferred until next time*
 - 2. Minutes of August 25, 2008
- B. Minutes from Councils
 - 1. **Academic Standards Council**
 - a. Minutes of February 27, 2008
 - b. Minutes of April 9, 2008
 - c. Minutes of April 30, 2008
 - d. Activity Report 2007-2008
 - 2. **Campus Planning Council**
 - a. Minutes of April 30, 2008
 - 3. **Cultural Affairs Council**
 - a. Minutes of May 8, 2008
 - b. Minutes of August 27, 2008
 - 4. **Faculty Professional Policies Council**
 - a. Minutes of March 13, 2008
 - b. Minutes of April 24, 2008
 - 5. **Research Focus Group Report – for information only**
- C. Council and Committee appointments
 - 1. **Academic Standards Council**
 - a. Arts & Sciences – replace Susan Swetnam for Fall 2008 semester only
nomination for **Matt Germino, Biology**
 - 2. **Faculty Professional Policies Council**
 - a. Education – replace David Squires for Fall 2008 semester only
no nominations as yet
 - b. Pharmacy – replace Mark Olah – 1 year appointment to finish his term
nomination for **Glenda Carr, Pharm. Practice & Admin.** (ISU-Boise)
 - 3. **Faculty Research Committee (FRC) 3-year terms (FYI only)**
 - a. Fine Arts/Humanities – replace Brian Norman/Monique Manopoulos
Russell Wahl, English & Philosophy was elected by College of A&S
 - b. Pharmacy
*Karl Madaras-Kelly, Pharm. Practice/VA Center (ISU-Boise) was elected by
College of Pharmacy*
 - 4. **Parking Advisory Board**
 - a. Academic Faculty rep – replace Martin Hackworth for 3-year term
nomination for **Jenny Lynne Semenza, Head of Reference Library**

ACTION: Vik moved to approve the Consent Calendar, seconded by Beard. No discussion. Motion passed unanimously. Letters of appointment will be sent to Matt Germino, Glenda Carr and Jenny Lynne Semenza.

V. Council and Committee appointments – contested seats

- A. **Cultural Affairs Council** – next meeting Sept 24th 4:00 pm, regular meetings tbd
 - 1. Arts & Sciences – replace Monique Manopoulos for remaining 1 year of her term
nomination for **Tara Marshall Johnson, Theatre**
nomination for **Jeff Meldrum, Biology**
The nominating Senators, Hasenpflug and Bearden, spoke on behalf of their nominees. It was determined that there would be no redundancy in the representational makeup of the Council if Johnson were appointed. The Council works with a broad spectrum of speakers and events across the university. Delehanty read the description of the Council as listed in the Faculty Governance handout from last meeting.

ACTION: The Senators voted and **Jeff Meldrum was appointed to the Cultural Affairs Council** as an Arts & Sciences representative. A letter of appointment will be sent to him.

B. Patent & Copyright Committee – Office of Sponsored Programs

1. Two Faculty reps needed – replace John Knox and Kathleen Spiegel
nomination for **Dr. Linda Smith, College of Tech, Director of Nursing**
nomination for **Dr. David Coffland, College of Education, Instructional Design**
nomination for **Mary Lou Beran, Cataloging Librarian**

Delehanty described the committee and its functions in response to a question from Beard. Ford said the committee works more with patents than with copyrights. Ford suggested an approval vote for each candidate would work well as long as Senators voted for at least one but no more than two of the candidates. Delehanty agreed.

ACTION: The Senators voted and **Linda Smith and David Coffland were appointed to the Patent and Copyright Committee.** Letters of appointment will be sent to them.

VI. Continuing Business

A. Handbook Changes

1. **Senate Recommendation #1: Senate Councils** – revised Faculty/Staff Handbook changes

ACTION: Moved by Frantz and seconded by Smith **to bring this item off the table and forward it to Administration.** No discussion. Motion **passed** unanimously. The recommendation **will be forwarded together with the other recommended Handbook changes** passed on May 5, 2008 which were held in anticipation of Senate's approval of these two Handbook changes. *[The final Recommendation will be attached to these Minutes as part of the permanent record.]*

2. **Handbook Committee Motion #4: Number of Senators** – revised

Frantz read Guryan's **amendments** to the original motion which **added Outreach Centers** to the apportionment units. He also read and explained the Executive Committee's revisions which would make this section of the handbook correspond to the language in the section containing the Faculty Senate's bylaws.

Discussion: Some Senators were uncomfortable with specifying 0.5 FTE because they felt it left the door open for potential conflict of interests if a faculty member were to work half-time at the university and half-time at another job outside the university. A slightly greater FTE would be more acceptable. Others felt it would be good to allow some leeway, particularly in circumstances where ISU would benefit from having someone from industry, business or another institution share his or her knowledge and expertise. Knudson reminded Senators that two different things were being mingled: apportionment and who can serve on Faculty Senate. De Jesus reminded that one or two colleges have large numbers of part-time faculty and would be greatly affected by changes in apportionment calculations. This year is scheduled to be a reapportionment year so there will be another opportunity to review the Senate's bylaws.

Knudson suggested Item b.5 be changed from "**Health-Related Professions**" to "**Kasiska College of Health Professions.**"

ACTION: Frantz moved **to accept the proposed changes to create consistency within the Faculty/Staff Handbook as amended**, including the change to "**Kasiska College of Health Professions**". Seconded by Wilson. No discussion. Motion **passed** (21 for, 3

against). *[The final Recommendation will be attached to these Minutes as part of the permanent record.]*

B. Salary Issues

1. Salary Recommendations from FPPC
2. Salary Increase Plan and Merit-Based Raise Proposals from Administration

ACTION: Delehanty **tabled this issue temporarily** in order to finish the rest of the Senate's business, then return to the salary discussion for the rest of the meeting.

VII. New Business

A. Reed Gym User Fee charge to Faculty Professional Policies Council

The Faculty Senate hereby charges Faculty Professional Policies Council (FPPC) to:

1. **Review (identify and evaluate) current policies related to faculty use of Reed Gym. This would include implications of- and rationale for- existing policies. Be sure to encompass all faculty "types" ("regular", adjunct, research, clinical, emeritus, etc). This can include guest and/or dependent access. Draft any policy deemed necessary.**
2. **Work with the Reed Gym User Fee Task Force Committee as they draft recommendations. Provide comments and feedback on recommendations to Faculty Senate as they proceed. If deemed necessary, include identifying where current policy would need to be changed and draft those policy changes.**

Note: FPPC may create temporary subcommittees to delegate this to if deemed more effective and appropriate.

ACTION: Moved by Frantz and seconded by Kratz **to forward the charge written above to Faculty Professional Policies Council.** No discussion. The motion **passed** unanimously. The Charge will be sent on to the Council.

B. Resident Credit charge to Academic Standards Council

ACTION: Motion by Senator Alan Frantz and seconded by both Vik and Womak to have **Faculty Senate forward the following charge the Academic Standards Council:**

At the request of the Curriculum Council, the Faculty Senate asks the Academic Standards Council to revisit the wording of the Resident Credit policy found on page 35 of the current undergraduate catalog. The opening paragraph requires clarification regarding the non-ISU courses "completed in conjunction with Idaho State University Outreach Education Centers."

The Curriculum Council cites the recent proposal for a B.S. degree in Fire Service Administration, consisting entirely of non-ISU credits, as an example of possible abuse of the spirit of the resident credit policy. In the view of the Faculty Senate, the policy clarification should include direction for the manner in which non-ISU credits at ISU Outreach Education Centers become classified as resident credit.

No discussion. The motion **passed** unanimously. The Charge will be forwarded to the Academic Standards Council.

C. Phased Retirement Policy – update & feedback from Mr. Fletcher

Delehanty informed Senators that the Faculty Professional Policies Council's proposed Phased Retirement Policy had been sent to Administration last year. Vice President Fletcher and members of the Human Resources department reviewed the proposed policy last Spring and suggested a few changes that would bring it in line with the State Board of Education's requirements.

ACTION: Larsen made a motion to forward Vice President Fletcher's recommendations to the Faculty Professional Policies Council for them to work out the details with Vice President Fletcher and David Miller in Human Resources. Seconded by Wolter. No discussion. The motion **passed** unanimously.

D. College and Departmental Elections

Delehanty mentioned some of the problems encountered with the election process for selecting Council and Committee members. The Faculty Senate may in the near future consider reviewing the process and recommending changes to streamline and consolidate communication and elections. No action required just yet.

E. General Bylaws Guidelines for all Senate Councils and Subcommittees

Delehanty asked Senators' permission to have the Senate Executive Committee generate a bylaws template for Councils and subcommittees to follow. There are some inconsistencies and problems with some of the existing bylaws that need to be addressed.

ACTION: If there were no objections or other comments from Senators, Delehanty said he would take that as **tacit consent** for the Executive Committee to proceed with their review. There were no objections, comments or discussion. The Executive Committee **will review the various bylaws and devise a template of elements to be included in the content** of each group's bylaws.

Continuing Business Item tabled earlier in the meeting

B. Salary Issues

Delehanty brought the **salary issues back to the table for discussion** and reminded Senators that despite their different approaches to solving the problem, Administration agrees with faculty that faculty salaries are too low and the top priority is to increase salaries to a level more equitable with their peers.

1. Salary Recommendations from FPPC

Senator Hasenpflug was the chair of Faculty Professional Policies Council when they researched salary issues and formulated these recommendations. He said the main problem was salary erosion in that **salaries were not keeping pace with inflation**. The Council identified the following as things to work toward:

- a. Lobby the State for a **one-time cost of living increase** separate from any other salary discussion
- b. Make sure salary increases are **not offset by cuts in benefits**

Delehanty pointed out that another demoralizing problem was the serious **inequity** with peers within the State. Salary **compression** was another problem: salaries of senior faculty do not keep pace with salaries of new hires. Merit-only raises are not effective when serious inequities exist. Delehanty briefly reviewed the key points of the FPPC's salary recommendations. He then opened the floor for discussion.

Senators made the following points on behalf of their constituents:

Kasiska College of Health Professions (Knudson):

- More important to **address inequities first** before merit.
- Don't leave out **clinical faculty** – they carry the heaviest workload in the college

Fine Arts/Humanities (Hasenpflug):

- Their faculty do not bring much money to the university in terms of large grants, but they **teach core classes**.
- Many **departments have lost faculty lines to the point of being almost gutted**; departmental infrastructure money is being used to pay salaries.
- salary increases would be great, but **not at the expense of losing their jobs altogether**.

Other points:

- ISU has more faculty per student than many other institutions.
- The State won't give more money; **other funding sources have to be found**
- **Salary savings** through attrition and careful trimming of excess faculty lines could be used to improve faculty salaries
- The State explicitly mandates that **raises be determined solely by merit**; equity is not even on the table for discussion
- Faculty were very frustrated that the previous President **never stood up for his institution and faculty to challenge the State** on something that was so blatantly unfair and damaging to the institution.

Vice President Fletcher reassured the Senators that the Administration recognizes the **most important asset to the university is its people**. Salary is the most important problem that must be addressed, but the money has to exist before it can be distributed. The State cannot be counted on to allocate any more money; any money that is allocated can **only** be used for merit. Salary inequities will not be corrected by the State. Somehow, the university has to come up with enough money under its own control to cover salary increases, which, to be meaningful, realistically need to be on the order of 10%, not 2% increases.

Last year ISU was able to come up with \$275,000 it could distribute towards salary inequity as it chose. That money was distributed to faculty and staff who not only were meritorious based on their performance, but who were **also the most underpaid** compared to their peers. Those raises reflected an additional 3% to 5% on top of the State's merit raise allotment.

2. Salary Increase Plan and Merit-Based Raise Proposals from Administration

Fletcher went on to outline the Administration's plan for both rewarding meritorious performance and correcting salary inequities over the course of the **next five years** or so. His key points were:

- Closing all salary gaps at once would require many millions of dollars which the State will not give to ISU, especially since they are currently calling for budget holdbacks.
- The Administration has developed a plan to **fund progressive improvements in salary equity** which will significantly close a number of gaps over the next five years. This plan depends upon building **internally generated and controlled sources of revenue**, which are:
 - 1) increased **enrollment**,
 - 2) increased **research** and the indirect recoveries resulting from this,
 - 3) increased **fundraising**, and
 - 4) internal **cost reductions**

- The plan is twofold:
 - 1) to **distribute merit compensation** using a performance/merit based approach which assigns higher pay increase percentages to higher levels of performance, and
 - 2) to distribute funds from a **special equity pool** that would enable **allotting even higher pay increases to those who**, even after their merit increases, **still remain below appropriate competitive compensation levels.**

ISU began this process last year, focusing on rectifying inequities for the highest performers. As time progresses, the intent is to target the **next lower performance levels** and bring them up to more equitable salaries over the course of the next few years. Once the initial salary gap is closed then the normal salary increase process will maintain equity for those employees. It is critical that sufficient resources are generated from the internal revenue generation and cost reduction sources to support this plan, as both the amount and timing of what can be done are critically dependent upon these factors.

Declining enrollment last year reduced ISU's revenue by \$900,000 which would have been used to help fund the salary equity pool. **State revenues are also down** to the lowest level in 20 years. ISU needs to come up with a strategic plan for generating internal funds and work to attain that goal. It also needs to work with Deans and Department Chairs ensure equity within departments. Following the suggestion of the Budget Council last year, the Administration is working with banks and financial institutions to find ways of better managing its financial resources.

The ensuing discussion highlighted several suggestions:

- **increased development** would also help generate more internal income
- Cost savings from reduced expenses, vacant positions and attrition would **add money to the base budget**; any percentage increase in State allocations would be applied to the higher base, thereby adding to the increase ISU would receive.
- Research growth also would **strengthen the President's ability to go before the State legislature** and ask for more money to support the increased productivity and prestige of ISU.
- Consider the possibility of finding **non-State sources of funding for more clinical faculty**, perhaps through clinical receipts, in order to free up tenure-track faculty from their current clinical responsibilities.

In response to Hasenpflug's question about specific things faculty members can do day-to-day to help reduce costs, Fletcher replied that a task force is looking closely at every budget line item and proposing specific ways of cutting costs and streamlining operations. Once those proposals are drafted, the entire university community will be asked to review them, make further suggestions and help implement the details.

Fletcher said that the President has made the commitment to ask the State legislature for more money to bring ISU more on a par with the other universities in the state.

VIII. Adjournment: 6:30 p.m.

The next Faculty Senate meeting is scheduled for **4:00 p.m. on Monday, September 29, 2008.**

Dr. David Delehanty, Chair

Catherine Wallace,
Administrative Assistant 1

Approved by Faculty Senate: September 29, 2008

Documents:

Tigeri PowerPoint Presentation
Faculty Senate Minutes of August 25, 2008
Academic Standards Council Minutes of February 27, 2008
Academic Standards Council Minutes of April 9, 2008
Academic Standards Council Minutes of April 30, 2008
Academic Standards Council Activity Report 2007-2008
Campus Planning Council Minutes of April 30, 2008
Cultural Affairs Council Minutes of May 8, 2008
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Research Focus Group Report – for information only
Senate Recommendation #1: Senate Councils – revised Faculty/Staff Handbook changes
Handbook Committee Motion #4: Number of Senators – revised
Reed Gym User Fee – charge to Faculty Professional Policies Council
Resident Credit – charge to Academic Standards Council
Phased Retirement Policy suggestions– charge to Faculty Professional Policies Council to revisit
the policy and address the Administration’s concerns