

IDAHO STATE UNIVERSITY
FACULTY SENATE
MINUTES

VOLUME XXVIII, MEMO 15

April 6, 2009

4:00 PM

Faculty Senate Conference Room, REND 301

In Attendance: Beard, Bearden, Delehanty (Chair), Dye, Forest, Frank (telecommunication), Frantz (telecommunication), Guryan (telecommunication), Hasenpflug, Kantabutra, Kearns, Lambert, Larsen, Magnuson, Moulton, Murphy, Oliphant (telecommunication), Payne, Phelps, Schroder (for Livingston Friedley), Trimmer (for Smith), Whitaker, Wilson, Wolter

Non-voting: De Jesus, Ford, Wallace (Recording Secretary)

Excused: Adler, Cole, Knudson, Livingston Friedley, Packer, Smith, Vik, Womack; Adamcik, Adkison, Vailas

Absent: Edwards; Fullerton, Knight, Spencer

Guest: Joseph Han, Assoc. Vice President for Facilities Services

I. Announcements

A. SBOE Fee Setting Session update

Frantz reported he attended the State Board of Education's fee setting session in Boise earlier that day. The SBOE approved a 6.5% tuition increase for ISU, which was less than the 8.4% requested. Lewis & Clark State College asked for 9%, received 7%; Boise State University asked for 5% and received 5%; University of Idaho requested 8.5%, received 6.5%; and Eastern Idaho Technical College asked for and received 5%. Frantz said his impression was that the SBOE already had decided how much they wanted to approve and the institutions' presentations seemed to be for show more than for substance. De Jesus noted that the difference between the 8.4% ISU requested and the 6.5% increase approved translated to about a \$660,000 loss in potential tuition revenue to ISU. Added to the original 9.5% increase considered, ISU is facing about \$1 million less than it might otherwise have received.

The State Legislature will soon vote to decide whether to cut State personnel cuts by 3% or by 5%. Frantz said the SBOE indicated that if the final personnel cuts are 3%, then tuition increases will be reduced accordingly. Frantz said there was no discussion regarding whether the personnel cuts would be mandated salary cuts or if the institutions would be able to exercise their own discretion where to implement the cuts.

B. Additional Senate meeting April 13, 2009

Delehanty said the Senate Executive Committee met last week and decided it was necessary to call an additional Faculty Senate meeting in order to finish Senate's business before the end of the semester. Therefore, **the Senate will meet again next Monday, April 13, 2009 at 4:00 p.m.**

C. Senate Vice-Chair and Executive Committee elections April 20, 2009

1. Call for Vice-Chair/Chair Elect and Executive Committee nominations

Nominations are currently being accepted for Vice-Chair and the three Executive Committee positions for the next academic year. Delehanty will move into the Past Chair's seat, and Frantz will become Chair. Senators may nominate themselves or other Senators. Those nominated for Vice-Chair may also run for Executive Committee, and vice versa. The Vice-Chair will be elected first; those candidates not elected may be considered for Executive Committee seats if they so wish. Nominators as well as nominees should be prepared to make a statement, either verbal or written, about why they want to serve on the Senate's Executive Committee.

D. Senate seats and Council vacancies to be filled

The list of upcoming Council and committee vacancies is posted on the Senate's website. The faculty at large should select their representatives, not deans. Faculty Senate does the formal appointment so Senators should forward names of nominees to the Senate office. Each Council also needs a Faculty Senator representative to act as liaison between the Senate and Councils.

E. Conversion to G-mail Update (Norm Schroeder) – need faculty feedback

Schroeder reported that according to Randy Gaines in Information Technology (IT), ISU has made the decision to change over to Google App's g-mail and other features, which will save ISU about \$102,000 per year, plus substantially increasing the available server capacity. Each faculty email account capacity will increase from the current 50MB to 6GB. The major question is whether to change email user names from the current 4x4 last name/first name system and/or change the @isu.edu domain name. There are pros and cons to each option, which were spelled out in the handout distributed to Senators. The planned changeover will occur in October. Suggestions and comments should be forwarded to Randy Gaines, Norm Schroeder or Senator Shawn Bearden.

II. Consent Calendar

A. Faculty Senate draft Minutes – not ready, deferred to next meeting

B. Minutes from Councils

1. **Athletics Advisory Board**

- a. Minutes of February 12, 2009 – FYI only

2. **Budget Council**

- a. Minutes of January 27, 2009
b. Minutes of February 17, 2009

3. **Cultural Affairs Council**

- a. Minutes of February 20, 2009

4. **Curriculum Council**

- a. Minutes of March 12, 2009
b. Minutes of March 19, 2009
c. CC Bylaws Change Recommendation

5. **Research Coordinating Council**

- a. Minutes of February 19, 2009

C. NOIs for Consideration

1. **2008-14** Minor in Applied Mathematics
2. **2008-04** Robotics & Communications Systems program name change
3. **2009-05** Diesel Electric Technology name change
4. **2009-09** Early Childhood Care in Education program name change

D. Academic Standards Council Recommendations

1. **Scholastic Appeals Policy and Procedures** – Faculty/Staff Handbook change
2. **Academic Dishonesty Policy and Procedures** – Faculty/Staff Handbook change
3. **Academic Dismissal/Re-Admission Policy** – Undergrad Catalog change

E. DPW and Campus Projects List Update – Mar. 18, 2009 -- FYI only

ACTION: Lambert moved to accept the Consent Calendar in its entirety. Seconded by Moulton. No discussion. The motion passed unanimously. All items in the Consent Calendar were accepted.

III. Continuing Business

A. Faculty Workload Policy draft

The Senate's working draft of the Faculty Workload policy was projected onscreen for Senators to view. Beard volunteered to type in proposed changes into the document as Senators suggested them.

ACTION: Lambert moved **to adopt the Workload Policy as prepared on March 16, 2009.** Seconded by Wolter.

Discussion: The workload unit was not formally defined in the policy because faculty and Senators wanted to allow departments the flexibility to define workload units that work best for their particular needs.

Kearns objected that the document still refers to “**departments**” rather than “**academic units**”. Since the Library has no departments, the document does not address library faculty or their needs.

Frantz said he received comments from faculty concerning two areas:

- **Define “service” more clearly** to make sure that new tenure-track faculty know they are required to attend departmental and college meetings.
- Departments may assign the weighting of workload units for their own faculty members, but **the weighting should be subject to approval by the Dean and the Provost.**

To this end, Delehanty suggested adding the word “**professional**” in front of “**service**” in Section D, Item 14. New Faculty Members.

ACTION: Lambert moved and Wolter seconded **to amend the motion to incorporate the following changes:**

- “**departments**” to “**departments/academic units**” wherever it occurs in the document
- Add the word “**professional**” in front of “**service**” in Section D, Item 14. New Faculty Members
- Add that all departmental or unit workload policies must be approved by their Dean and the Provost.

Discussion: In response to Forest’s query, Delehanty clarified that once the Senate approves this amended policy **it will be forwarded as a Faculty/Staff Handbook change recommendation** simultaneously to Academic Council, General Counsel, the Vice President for Finance and Administration, and the Vice President for Research for their review. Once they all sign off, it will go to the Provost for his approval, then to the President.

When the President approves the document, it will be incorporated into the Faculty/Staff Handbook as the new Faculty Workload Policy. If at any point any of the reviewers or approvers make any changes other than minor corrections, the revised document will be returned to Faculty Senate for further review, revision and acceptance before the revised policy is implemented.

There was some question why the 15-unit workload was considered to be so central to the policy. No one was able to answer that particular question, which was brought up repeatedly in the feedback and comments received.

The Senators voted on the motion **to accept the amended policy and forward it as a Faculty/Staff Handbook recommendation to the Administration.** The motion **passed unanimously.** The changes were made and the amended document was forwarded to the above-mentioned administrative entities for review.

B. Faculty Sabbatical Leave Policy draft

Again the document in question was projected onscreen for Senators to view and Beard typed in the suggested changes. When he had to leave the meeting early, Lambert took over typing.

There was a lot of discussion about research faculty members funded by soft money and whether they should be eligible for sabbatical. Hasenpflug had consulted the State Board of Education (SBOE) policy, checked with the Office of Research and other entities and found that ISU has granted such sabbaticals before. Since not all research faculty have tenure, they are not covered by that eligibility criterium. There are only a few tenure-track research faculty positions. There was some discussion concerning whether the university should pay

State-appropriated money to cover the sabbatical leave salaries of non-tenured research faculty who otherwise would be funded by soft money. De Jesus reminded that the department/unit and the College each have to approve a sabbatical before the leave is granted and money is committed to pay for it. Each College pays for awarded sabbatical leaves out of a budget specifically designated for sabbaticals. Phelps reminded Senators that, unlike a leave of absence, sabbatical leave protects faculty members by ensuring their jobs are secure when they return from sabbatical.

ACTION: Forest **moved to strike the faculty categories listed in the first sentence** on page 1: **“tenured, clinical, research, and professional-technical education”**. Seconded by Moulton.

Discussion: Hasenpflug said that “tenured” and “professional-technical” faculty must remain eligible in the policy draft in accordance with SBOE policy. Guryan advocated keeping “clinical” faculty eligible as well since long-time non-tenured clinical faculty deserve sabbatical leave no less than tenured faculty. Other Senators agreed, favoring inclusiveness and ensuring each type of faculty member is specifically listed to protect their rights to sabbatical eligibility. Applying for a sabbatical does not mean it is granted; such leaves have to be approved by the unit, are vetted by a committee, and approved by the College before they are awarded. This process allows for adequate flexibility as well as safeguards.

The vote was taken and **the motion failed**. The document remained unchanged.

ACTION: Beard **moved to remove the category “research” from line two of the first sentence on page 1**. Seconded by Forest.

Discussion: More discussion ensued about which faculty would remain eligible for sabbatical and was that adequate. Larsen advocated leaving the door open for non-tenured research faculty to have the right to negotiate for sabbatical leave regardless of the funding issue.

ACTION: Moved by Forest and seconded by Lambert **to close discussion**. The **motion passed**; the discussion was closed.

The vote was taken on Beard’s motion to strike **“research”** from the first sentence. The **motion failed**. The document remained unchanged.

ACTION: Forest **moved to adopt the SBOE’s language in the first sentence: “a tenured faculty member (or a professional-technical faculty member)”**. Seconded by Moulton.

Discussion: Dye said the original document drafted by Academic Affairs had a separate sentence stating that clinical faculty were eligible for sabbatical; that sentence was intended to highlight ISU’s institutional policy over and above the SBOE policy. Clinical faculty are not **“professional-technical”**; that classification refers to College of Technology faculty who are not eligible for tenure. Clinical faculty can be permanent full-time faculty who practice in clinical settings as well as teach in classrooms. Research faculty are those whose primary responsibility is to do research. Clinical faculty can be funded wholly or in part through the fees charged by their clinics, though not all clinical faculty have jobs outside the university. Similarly, research faculty can be funded by soft money and/or State appropriations. There are many variations in faculty appointments and their corresponding funding sources.

Delehanty reminded that sabbatical leave also protects faculty against interruptions in the time counted toward research, professional development and periodic performance review. A faculty member may request a sabbatical for those reasons, even though his or her salary would be paid by an outside entity. Senators debated whether the SBOE policy excludes clinical or research faculty from eligibility for sabbaticals, or if ISU has the right to add other faculty classifications. Frantz reminded the General Counsel’s Office will review the Senate’s policy recommendations and will determine compliance with SBOE.

ACTION: Dye moved **to call the vote**. Hasenpflug seconded. The **motion carried**.

The Senators voted on Forest's motion to adopt the SBOE language in the document. The **motion carried**; the SBOE language was adopted. The first sentence now read:

"A sabbatical leave is a professional leave of absence with compensation for which a tenured faculty member (or a professional-technical faculty member) may apply. (State Board of Education Policy II.G.3.b.)"

ACTION: Dye moved to reinstate the original second sentence **"The clinical faculty at ISU also are eligible to apply for sabbatical leave."** Seconded by Kearns.

Discussion: Bearden asked to add the category **"research"** to the proposed reinstated sentence. The amendment was **accepted**. The proposed sentence to be reinserted now read:
"The clinical and research faculty at ISU also are eligible to apply for sabbatical leave."

ACTION: Forest moved **to call the vote**; seconded by Lambert. The **motion carried**.

Senators voted on the motion **to reinstate the amended second sentence written above back into the document**. The motion carried; the sentence was reinserted.

ACTION: Moved by Payne and seconded by Kantabutra **to strike the following sentence from the middle of the third paragraph: "The University shall not be obligated to pay more than that amount of sabbatical compensation which, when added to the outside source of compensation, will equal 125 percent of the faculty member's full regular salary for the period of the leave, after adjustment for regional cost of living difference."**

Discussion: Some Senators felt the sentence was too restrictive and punished faculty unduly if they happened upon a good opportunity, especially in light of the low salaries ISU faculty have relative to their peers. Others preferred to leave all financial particulars out of the policy, allowing faculty members to negotiate on a case-by-case basis. Some felt it wise to document the university's limits and parameters so faculty can plan their grants and negotiate salary terms accordingly. Senators recognized the intent of the statement was to prevent abuses of the system and double-dipping but felt the approval process would prevent that potential problem.

The vote was taken and the **motion carried**. The sentence was struck.

ACTION: Kearns moved **to add "and/or the Provost's Office" to the second sentence of the third paragraph**. Seconded by Wilson.

Discussion: Kearns clarified that the Library faculty are on 12-month contracts, which is not covered by the SBOE's language that sabbatical leave is one semester at full pay or two semesters at half pay. The Provost's office always has to intervene to determine how much should be paid to those whose contracts are different than the standard 9 months. Ford suggested **amending** the proposed insertion to simply **"and the Provost"**. The amended wording was **accepted**.

The Senators voted and the **motion passed**. The second sentence of the third paragraph now read:

"Those with employment contracts longer than 9 months, (i.e., 12-month faculty,) will need to work with their respective units, deans, and the Provost to determine the most appropriate sabbatical term length / compensation based on the standard model."

Discussion now reverted to fixing the unclear language remaining after the previous motion.

ACTION: Moulton moved **to delete the wording in the third paragraph: “however, this may impact the total dollar amount paid by the University during the sabbatical period” and to insert “that the faculty member may work no more than half time.”** Seconded by Lambert.

Discussion: Ford suggested leaving it up to the discretion of the chair, the Dean and the Provost. Senators briefly discussed whether the document should spell out salary or worktime limits. When the vote was taken, the **motion failed**.

More discussion ensued whether to include language about how the sabbatical work will benefit ISU. There was also a question whether it was legal to require faculty members to pay back the sabbatical salary received if they leave the university upon returning from the sabbatical. Ford said SBOE policy requires faculty members to return to their institution and work for at least a year unless the Chief Executive Officer waives that requirement.

ACTION: Larsen moved **to delete the second half of the compound sentence starting at “however...period” and add the phrase “the terms of which must be submitted as part of the sabbatical application”.** Seconded by Wilson.

Discussion: If the terms of the sabbatical change mid-stream, those changes can be discussed and worked out with the unit head, Dean and Provost.

ACTION: Moved by Wolter and seconded by Wilson **to call the question.** The motion **carried**.

The motion **to add the phrasing written above** was voted upon. The motion **carried**. The phrase was added.

The full sentence now read:

“A faculty member who is on sabbatical leave may accept a fellowship, an assistantship, or professional employment in his or her field of specialization, the terms of which must be submitted as part of the sabbatical application.”

ACTION: Wolter moved **to accept the document as amended and to submit it to faculty constituents for peer review and comments.** Seconded by Frantz.

ACTION: Moulton moved **to call the question.** Seconded by Wilson. Motion **carried**.

Senators voted on the motion **to accept the amended document and send it to their constituents for review and comment.** The motion **carried**. The revised working draft of the Sabbatical Leave Policy, including the summary of comments received from faculty, will be posted to the Faculty Senate website for final faculty review.

The Sabbatical Leave Policy draft will be revisited and finalized during the upcoming Senate meeting next week.

C. Draft Faculty Policies –

1. *University Faculty Appointments*
2. *Academic Departments and Department Chairs*
3. *Promotion, Tenure and Periodic Reviews*
 - a. *Faculty Activity Report*

Due to time constraints these items were not discussed.

D. Other Draft Policies

1. Children in the Workplace draft

ACTION: Wilson moved **that the Children in the Workplace draft be sent to Faculty Professional Policies Council** for them to work on. Seconded by Lambert. No discussion. The motion **passed**. The Council will be charged to revise the policy draft.

Due to time constraints all remaining agenda items were deferred until later.

V. Adjournment: 6:20 p.m.

The next Faculty Senate meeting is scheduled for **Monday, April 13, 2009** at 4:00 p.m.

Dr. David Delehanty, Chair

Catherine Wallace,
Administrative Assistant 1

Approved by Faculty Senate: April 13, 2009

Documents:

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DPW and Campus Projects List Update – Mar. 18, 2009 (for information only)

Faculty Workload Policy final version – Faculty/Staff Handbook change

Sabbatical Leave Policy working draft for faculty review