

Idaho State University
Faculty Professional Policies Council
Minutes

Wednesday, April 1, 2009

2:30 PM

Faculty Senate Conference Room REND 301

In Attendance: Hatzenbuehler, Johnson, Marsh (Chair), Payne, Squires, Steiner,

Excused: Allen, Carr, Ford, Savage, Thomas

Absent: Shropshire

Non-voting: Wallace (Recording Secretary)

1. New Business

a. Children in the Workplace policy

Marsh said that although the Council had not formally been charged to work on the Children in the Workplace policy, he felt it came under the Council's purview and they should be proactive and devise their own policy recommendation to forward to Faculty Senate, building on the all the work that had been done so far on it. Payne briefed the Council what the Faculty Senate's work group had prepared on the policy. The Council discussed the various draft versions of and comments received about the Children in the Workplace policy. They liked the draft and guidelines written by the Biology Department's ad hoc committee and decided to use it as a starting point for their work on the policy.

Hatzenbuehler read aloud a portion of Washington State University's Children in the Workplace policy she thought appropriate to include since it covered the liability question by expressly prohibiting children from entering hazardous areas and gave examples of those hazardous areas. It also required the parent or caregiver to be responsible for and supervise the child while it was on campus. Marsh said he searched Boise State University's and University of Idaho's websites for a policy on children in the workplace and/or classroom but was unable to find one at either institution. He concurred that the person who brings the child should bear the responsibility, not the supervisor of that person. The rest of the Council agreed.

They also noted that the majority of comments received decried at the negative tone that permeated the original policy draft. They felt it was important to start the document on a positive, family-friendly tone. There was no real need for obtaining advance permission by supervisors; good judgment and recognition that it is a privilege should suffice for most cases. The policy should not assume abuses as the norm. The key point was to ensure that productivity and performance are not adversely affected by the child's presence; if the child causes disruption or distraction, the child should be removed by the parent or caregiver. Children whose illnesses are contagious should not be brought to campus at all.

There was discussion whether this policy belonged in the Manual of Administrative Policies and Procedures or whether it should be part of the Faculty/Staff Handbook. Since the Faculty/Staff Handbook already contains many personnel policies regarding faculty, staff and students, and since Children in the Workplace was clearly a personnel issue that affects faculty, staff and students, the Council determined that it rightfully belonged in the Faculty/Staff Handbook and was not a MAPP policy.

More discussion ensued whether to keep the policy document short and simple, or to incorporate the suggested guidelines as part of the official policy. Again, the Faculty/Staff Handbook was consulted for precedents. The purpose of the Handbook is to provide guidance on how the university as an institution views particular issues and what to do in the event of a particular situation that arises. The Handbook spells out how to deal with such things as grievances, scholastic appeals, granting emeritus status, including such details as:

- what the process is for filing or nominating
- who needs to be involved
- how decisions are reached
- whose approval is required

Marsh said the Council would discuss what to include or omit next time. He asked members to email their ideas, suggestions and language options to him and he would draft a working document for further consideration at the next meeting. Payne reminded members that when the Council drafts its accompanying memo to the Faculty Senate, it should consider the Biology Department's memo explaining the rationale behind their version of the policy.

2. Adjournment: 3:25 p.m.

The next FPPC meeting is scheduled for **Wednesday, April 8, 2009** at 2:30 p.m. in the Faculty Senate Conference Room. After that, the last scheduled meeting for the semester is **Wednesday, April 22, 2009**. If needed to finish the Council's business, an additional meeting would be scheduled for Wednesday, May 6, 2009. Members will be notified in advance.

Respectfully submitted,

Catherine Wallace
Administrative Assistant 1
Faculty Senate Office

Approved by Faculty Professional Policies Council: April 8, 2009
Accepted by Faculty Senate: April 13, 2009