



**FACULTY PROFESSIONAL POLICIES COUNCIL**  
IDAHO STATE UNIVERSITY  
**OFFICIAL MINUTES**



October 13, 2021

3:00 pm

Zoom Meeting (<https://isu.zoom.us/j/99413822096>)

**In Attendance:** Kellee Kirkpatrick, Tony Forest, Michael Roche, Lyle Castle, Libby Howe, Beth Downing, Mona Doan, Tesa Stegner, Andy Holland, Jen Adams

**Absent but Excused:** Jasun Carr, Corey Bartle, Char Byington, Jared Barrott

**Recording Secretary:** Ann Medinger

**I. Welcome**

- a. A count was done to ensure that we have quorum
  - i. We do have quorum

**II. Announcements and Updates**

- a. None

**III. Report from Faculty Senate Meeting (Monday, October 11, 2021)**

- a. Message from Faculty senate Chair Jasun Carr
  - i. Two changes were made to ISUPP 4041
  - ii. FS Chair thanked FPPC members for all their hard work
- b. Faculty Senate will be sending out the same survey that was sent out last spring to gather data on the faculty's take on program health.
  - i. The survey will be open for another three weeks.
  - ii. Please fill out the survey and encourage your constituents to fill out the survey as well

**IV. Report from University Policy Manager, Libby Howe**

- a. Alcohol policy just came out of 30-day review and will go to upper admin for approval
- b. Technology and accessibility policy just came out of 30-day review but is going back to working group for a correction
- c. A version of grievance policy was passed by Faculty Senate
  - i. It next goes to Admin Council for their approval

**V. Suspension, Dismissal, Termination for Cause (ISUPP 4039)**

- a. Question to be addressed in the revision of this policy
  - i. The name of the policy
    - 1. A discussion ensued on this topic
    - 2. Wordsmithing on the title of this policy took place
    - 3. Title the council likes is “Faculty Suspension or Dismissal for Adequate Cause”

**ACTION-** Forest moved that we rename the policy, “Faculty Suspension or Dismissal for Adequate Cause”

Holland seconded

Motion carried unanimously

- ii. Important definitions to include
  - 1. Discipline
  - 2. Suspension
  - 3. Dismissal
  - 4. What is a grievable suspension or dismissal
  - 5. Appeal
  - 6. Adequate cause: Record of addressing with no improvement
  - 7. Administrators with Faculty Appointments
- iii. The actors/stakeholders involved in the process
  - 1. Provost
  - 2. Dean or Unit Directors
  - 3. Vice President
  - 4. Faculty Member: Subject to Recommendation for Dismissal or Suspension
  - 5. The Respondent/Provost/Dean? 9To be determined
- iv. The general responsibilities of the different actors/stakeholders
  - 1. Provide reasoning/evidence justifying adequate cause for dismissal/suspension
  - 2. Timely notification and time stamps for each step of the process
  - 3. All aspects in writing (Certified Mail?)
- v. The requirements and/or recommendations for informal resolution
  - 1. Required
  - 2. Notice must be given and opportunity to respond must be given
  - 3. Given opportunity to meet but meeting not necessarily required
  - 4. Opportunity to resign during this stage. ( doesn’t need to be formally written in)
  - 5. Opportunity to ask question about this stage
- vi. The origination of the appeals process
  - 1. Informal
    - a. Whoever is wanting to make the recommendation starts the notification process
  - 2. Formal
    - a. Refer to 4041
      - i. Will be revisited after we see what happens with ISUPP 4041

- vii. The composition of the appeals panel
  - 1. Distribution of Representation
    - a. 2 Faculty per college (KDHS has 2 Colleges: Pharmacy and College of Health)
    - b. Representatives based on # of Faculty?
  - 2. Who are eligible
    - a. Tenured, Non-Tenure-Track, Tenure-Track?
  - 3. How to Get on Panel
    - a. Admin Appointed?
    - b. Elected?
    - c. Faculty Senate Appointed?
    - d. Drawn by Lot of Tenured Faculty Senate Members
  - 4. Size of Committee
    - a. 4-5 (Same as Grievance?)
  - 5. Terms?
    - a. Time Limits?
    - b. Staggered Terms?
- viii. The similarities/differences in the 4039 and 4041 grievance committee processes and how much do/should we cross reference
- ix. Burden of proof language
- x. The nature of the report generated by the grievance committee
- xi. Do we want/need a flowchart

## **VI. Meeting Adjourned**

**ACTION-** Downing moved to adjourn the meeting

Roche Seconded

Motion Carried

Meeting adjourned at 4:59 pm

### **Important Dates:**

Monday, October 25<sup>th</sup>

Wednesday, October 27<sup>th</sup>

Faculty Senate Meeting

Next FPPC Meeting