



FACULTY PROFESSIONAL POLICIES COUNCIL
IDAHO STATE UNIVERSITY
OFFICIAL MINUTES



September 21, 2022

3:00 pm

Zoom Meeting

Join Zoom Meeting:

<https://isu.zoom.us/j/88395305651?pwd=bWdWakN6VFI5Uk5BcGRXWW54a0IxZz09>

Meeting ID: 883 9530 5651

Passcode: 234727

In Attendance: Libby Howe, Jeehoon Kim, Mona Doan, Dan Dale, Tony Forest, Jared Barrott, Corey Bartle, Mike Roche, Amy Bull, Tesa Stegner, Beth Downing, Dan Woerner, Lyle Castle

Absent but Excused:

Recording Secretary: Ann Medinger

I. Welcome

II. Announcements and Updates

- a. Recap of Policy Assignments
 - i. Conflicts of Interest Policy (ISUPP 7070/Research)
 1. Jeehoon Kim
 - ii. Workload Policy
 1. Mona Doan
 - iii. 5-Year Review Policy (PPR Policy)
 1. Tony Forest
 2. Beth Downing
 - iv. Academic Freedom Policy
 1. Jared Barrott
 - v. Faculty Ethics Policy
 1. Mike Roche
- b. Faculty Senators are currently in the process of filling the remaining two FPPC seats

III. Report from Faculty Senate Meeting- August 29, 2022

- a. Senators were told that Grievance will have to be amended and re-approved due to the records retention clause
 - i. Administration is looking into the idea of hiring an official records retention administrator
- b. The standing appeals panel is still in the works for getting filled

- c. Academic Integrity Committee is in the works for getting formed
- d. Gender, Equity and Inclusion Committee has been proposed
 - i. This council will probably focus on Gender

IV. Report and Consultation with University Policy Manager, Libby Howe

- a. Two policies have been approved having to do with HIPPA
- b. Protection of Minors policy is in 30-day review
- c. General Council is still working on the Research Policies to ensure they are in compliance

V. Grievance Policy

- a. Final decision on where to have the records for grievance proceedings held
- b. Forest- HR's response to what the list of documents is to be given to the Grievant/Respondent as well as training processes in place
 - i. See VII.b below

VI. Research Policies

- a. Status and processes once Legal Counsel has completed their efforts
 - i. Legal is still taking a look at these policies

VII. Dismissal For Cause Policy

- a. Lyle Castle- history on how documents have been processed in the past
 - i. In the past, the process was decentralized
 - 1. The records were stored by whomever was in charge of the process
 - ii. Downing said that Sagendorf (VP of Operations) said he does not feel HR should have the records but that they should be kept by Academic Affairs
- b. HR's response to training the appeals panel
 - i. Due process rights are whatever is in the policies
- c. Section III.G

ACTION- Downing motioned to approve section G
 Roche seconded
 Motion Carried unanimously

- d. Section III. H

ACTION- Roche motioned to approve this section
 Doan seconded
 Motion carried unanimously

- e. Section IV. A
 - i. Howe commented that "Notification of Contemplated Action," is a very specific thing and should maybe not be used for this policy
 - ii. Doan provided language for this section
 - 1. Council discussed this language and performed wordsmithing

ACTION- Forest moved to change the title of a to notification of Comtemplated action to notification of recommended action

Roche seconded

Motion carried unanimously

2. The following language was decided upon

“The University may opt to proceed directly to the processes outlined in section IV.B., forgoing Notification of Recommended Action if the recommendation of suspension or dismissal for adequate cause is due to a particularly egregious action(s) not performance related, including but not limited to sexual harassment, other forms of harassment prohibited by law, and criminality.”

ACTION- Roche motioned to accept the above language

Doan seconded

Motion carried unanimously

3. Section IV.B.1

a. 10 working days was added

ACTION- Roche motioned to approve this section

Kim seconded

Motion carried unanimously

4. Section IV.B.2

a. The method of notification was discussed as per the idea of certified mail

ACTION- Downing motioned to approve this section

Kim seconded

Motion carried unanimously

Friendly amendment to add “and the evidence of those assertions

Friendly amendment carried unanimously

ACTION- Downing moved to approve the last paragraph of this section

Roche seconded

Motion carried unanimously

5. Section IV.1-5

ACTION- Roche motioned to approve this section

Downing seconded

Motion carried unanimously

6. Section IV. 6-7

- a. Council decided to require the provost to notify the appellant that the office of the provost has received the notice of intent to appeal.

ACTION- Roche motioned to approve this section
Forest seconded
Motion approved unanimously

VIII. Meeting Adjourned

ACTION- Doan motioned to adjourn
Meeting adjourned at 4:51 pm

Important Dates:

Wednesday, October 5th, 2022 3-5 pm

Next FPPC Meeting

Monday, September 26, 2022 4-6 pm

Faculty Senate Meeting