September 25, 2017
4:00 p.m.
FS Conference Rm (Rendezvous 301), Meridian 653

In Attendance:

Senators

☒ Laura Ahola-Young
☒ Jeremy Thomas
☒ Jeff Brookman
☒ Curtis Anderson
☒ Kenneth Moore
☒ David Blakeman
☒ Barb Mason (telecom)
☐ Anish Sebastian E

Ex-Officio:

☐ Laura Woodworth-Ney
☒ Jessica Sargent

Guests:

☒ President Vailas
☒ David Buck

Open Forum

I. Guest Speaker – President Vailas

- President Vailas is willing to meet with the senators at any time.
- This is the President’s last year at ISU and he is retiring in the spring. He has been glad to be part of the University for the past decade. The Governor’s Higher Education Task Force has completed their charge. There is a strong consensus of how higher education will be funded by the State relative to outcomes based funding. Each State has determined the formula for funding based on the outcome they wish to achieve. Idaho’s formula has yet to be determined. The President serves on the task force and his hope is the State will be flexible and the formula can be changed if needed if the outcome is not met.
- Line items are being submitted by the universities for funding. Each institution is only allowed to request a certain percentage of their budgets. It is expected the line items are still being considered and the hope that outcomes based funding will not substitute it. ISU has requested line items to further enhance the health mission. A request for $30.2 mil has been submitted for a three-year period. One half of the funds will be from institutional funds (fund-raising campaign, some reserves, some from the Division) and half of the funds from the State. They hope to establish a comprehensive facility in Pocatello to address the expansion of medical education, allied health programs, and provide expertise and training for mental health and related areas.
- A bond is being proposed by Bannock County to create a mental health center and expand the jail. Hopefully this will address the mental and social needs of the community. The proposal will address the community in need of assistance instead of being jailed.
• Enrollment looks great. Thanks to the faculty for bringing a bigger cohort of Idaho students. Faculty are the biggest impact on recruitment and retention of students. Nothing can replace the personal relationships established between faculty and students.

• The President asked for questions from the Senators. **Question 1:** Idaho is at the bottom of health care. The senator appreciates the President’s comments on mental health. How will this be taken care of and fixed? **Response:** The President hopes the current initiatives will improve in the short term. Idaho needs to move forward with the goal to fix long term. Rex Force has been overseeing the mental health initiative and a line item of $3 mil funding request that includes the facility which will increase the residencies, mental health operations in faculty areas, clinics, etc. Contact Rex Force and/or the Provost for additional details. **Statement:** In addition to the outside population and issues facing rural Idaho (Challis – Bengal Pharmacy), ISU students have experienced depression, substance abuse, or have been assaulted. We can do better as a university to train faculty and staff to help and protect our students. Idaho has a high suicide rate in the veteran populations and rural communities. Support is needed for the crisis center. We hope the rural focus stays in our future mission with the new presidency. **Response:** Challenges are greater in rural communities vs. the cities. Universities are the best place for solutions for mental health. **Question 2:** Do you have suggestions for the next ideal President for ISU. What we may need now? **Response:** The President’s advice is for the individual to be able to address the strengths of the university and address the fact that ISU is a multi-campus institution. ISU has a diverse mission. Need to ask whether they can create a strategy to enhance those strengths and maintain sustainability. The legislative climate is changing and State financial support for higher education is decreasing. What will be the strategy to sustain itself and grow at a time when financial economics are changing?

II. **Guest Speakers – Joanne Hirase-Stacey, General Counsel/Chief Compliance Officer, Office of General Counsel, Brian Sagendorf, Director, Office of Human Resources, and David Buck, Director, Purchasing Services**

A. **Policy 1010 – Policy on Policies**

Joanne Hirase-Stacey said Policy 1010 outlines the process to submit a proposal or make changes to an existing proposal. New policies or policies with substantive changes are sent out for a 30-day comment period. Once the comment period has concluded, she meets with Faculty Senate along with the person over the area of the policy to answer any questions from the senators or to provide comments in this forum as an alternate option. Once comments have been received, the responsible area can either accept or reject suggestions/comments. If additional changes are substantive, it will go out for another 30-day review/comment period. Policies are now being calendared and tracked for annual reviews. Our policies need to be compliant with SBOE polices as well as other policies and laws. A question was posed to Hirase-Stacey of the possibility of receiving an acknowledgement of the emails/comments received. No communication is received whether it was received, accepted, or rejected. General Counsel is the clearing house for all policies. Hirase-Stacey will discussed with their paralegal to see about acknowledgements.

B. **ISUPP 3180 – Drug and Alcohol Free Workplace**

Brian Sagendorf said the policy has been in place for several years and overdue for an update. ISU, as a federal contractor and state agency, has an obligation to take the appropriate action if personal decisions impacts the workplace and safety of our students and/or causes disruptions or danger in the workplace. The policy works towards the
prevention of substance abuse by providing treatment options and educational opportunities for employees to seek help and assistance when possible. Sagendorf said the policy does not mean random drug testing is required for employees. However, some programs may require drug testing of their employees and ISU employees associated with these affiliations can be required to be drug tested (INL, rotations in hospitals and healthcare facilities, public safety officers, etc.). The policy also requires employees if charged or convicted of alcohol or drug-related activities must report to their supervisor. A change to the policy during the 30-day review period clarifies that ISU has the right to inspect University owned facilities and property. It does not give them the authority to inspect personal property (purses, coats, automobiles, etc.). ISU has a contract with Central Drug Systems Inc. and ISU may utilize this vendor if drug testing is needed.

C. ISUPP 2570 – Purchasing Card Policy
David Buck clarifies the purchasing card (p-card) is different than the travel card. The p-card is for goods and services. The policy covers the guidelines to the purchasing card services. It outlines appropriate purchases. New to this policy is a departmental purchasing card. Personal p-cards are issued in the employee’s personal name and they are responsible for all purchases. The departmental purchasing card will be assigned to one individual in a department and that individual will track who uses it. One drawback to the departmental p-card is if the card was used fraudulently. The banking institution will not reverse the charges unless it is obvious.

III. Faculty Senate Minutes – September 11, 2017
The minutes for September 11, 2017 were presented for approval. Ahola-Young moved and Rodriguez seconded to accept the minutes. Motion carried (abstain-2).

IV. Announcements and Updates
A. Announcements
- Watkins introduced Rick Wagoner as the new senator for Education.
- Kim Jardine-Dickerson is a new senator for Nursing.
- Senate minutes for Spring 2016 meeting are ready to be reviewed. Blakeman said we can send out the minutes for review approval period. They can be considered approved. Tillotson will post the minutes to BOX. The minutes from Fall 2016 should be ready soon.
- Warren received an email from the SBOE. He was asked to be part of the search committee for the new president. The SBOE has contracted with the Association of Governing Boards as the search firm to assist with the search. A search committee will be established to represent ISU’s many constituencies including faculty, staff, students, administration, alumni, ISU Foundation, and the community. The search committee will identify three to five candidates to the Board. The initial meeting is scheduled October 12, review of the job announcement on October 24, committee provided with access to applications and reviews by January 15-22, committee select semi-finalist by January 22, interviews by February 5-6, and recommendations to the Board by February 27. Warren does not know who else has been appointed to the search committee. Concern and questions: The Provost had confirmed that the Board would appoint three faculty and it was questioned whether two other faculty were asked to serve. Where will the meetings take place? Four months is a very quick turnaround for a presidential search.
Watkins suggested Faculty Senate provide Warren with their ideas for ideal qualities in a candidate and what they would like to see.

B. Senate Chairs’ Report
- President’s Cabinet – Nothing to report.
- Deans Council – Warren has posted the agenda from Council of Deans to BOX. He included notes from the meetings. He will do this with future meetings as well. Information can be shared with your constituent groups.
- IEAC – Nothing to report. IEAC will meet tomorrow.

C. Update from Academic Affairs
No report. Johnson out today.

D. Update from Student Affairs
Clarkson said Warren Rodell from Oxford University in the UK will be here a week from tomorrow. He will meet with the International Affairs Council and Peace Group (two different student organizations). He is available to meet with your departments.

E. Update from ASISU
Sargent said this is Homecoming Week. A lot of activities scheduled for this week. Flyers are available of the various events and located at isu.edu/homecoming or on the ISU homepage. Sargent was also asked to serve on the presidential search committee. She is said another student from Idaho Falls has been asked to serve as well.

V. New Business

A. Athletic Advisory Board
Watkins said Michael Clark (College of Technology) has served as a representative and his term has expired. He has agreed to continue in this capacity for another term.

B. Informational Only – ISUPP 1010 Policy Development Admin.
This topic was discussed earlier.

C. Possible Faculty Senate Statement – RISE and Auditor’s Report
Rodriguez has proposed and asked for a discussion for Senate to consider issuing a statement with regards to RISE and the auditor’s report. At the very least, we should say we think the students should be paid what they are owed and ask to have the reports vetted in the appropriate places and whatever comes from the vetting should be publicized throughout campus and the community. An open dialogue ensued amongst the senators and whether a statement is needed at this point because the Investigation is currently underway and has yet to be concluded. The senators asked if we could request periodic updates from General Counsel. Rodriguez is willing to wait on this request but something needs to occur in future. It was suggested a statement from ASISU might be the appropriate body with regards to the students in question being paid. Sargent agreed to discuss with ASISU the senators’ concerns and share that the faculty is supportive of students. If ASISU decides not to move forward, Senate can still move forward. This topic will be added to the next meeting’s agenda.
D. **Settings in Banner**

Rodriguez has had discussions with the Assistant Registrar about the current settings in Banner with caps on waiting lists, how many people can be on a waiting list, the add/drop dates, etc. He has been told that the settings had been set by the Faculty Senate or some subcommittee of the Senate. This was unknown to the senators. He wondered whether a record exists related to this topic. The settings in Banner is university-wide and cannot be adjusted for each department or faculty’s preference. Watkins volunteered to meet with the Registrar’s office to get more information.

VI.  **Continuing Business**

A. **Constitution**

The senators were to get a consensus from their constituents whether to pursue a constitution. It was suggested to move forward. The senators have copies of prior constitutions as well as the most recent draft comparison to BSU constitution. All have been provided in BOX. The agenda item will be at the top of the agenda for discussion.

B. **Ombuds Update**

Watkins asked if any of the senators had received feedback from their constituents for any interested faculty willing to serve as the Ombuds. It was recommended to send an email via facultymemos. The last email from HR regarding the Ombuds program is confusing in that some faculty do not realize there are two different groups. The email needs to differentiate between the two and let faculty know release time or stipend is available as well as office space. Watkins and Warren will draft an email to send out to faculty.

**ACTION:** Watkins and Warren to draft email.

C. **Pending Vote – Faculty Professional Policies** – Table due to time constraints

D. **Pending – Ethics Policy** – Table due to time constraints

E. **Formalization of Senate By-Laws Third Year Review** – Table due to constraints

Rodriguez spoke with Leif Tapanila to have an open forum reception with senators at the Museum on October 6 at 4:00 p.m. Meet and greet with your Senate.

VII. **Adjournment**

Meeting adjourned 6:02 p.m.

Approved by Faculty Senate:  October 9, 2017