October 9, 2017
4:00 p.m.
FS Conference Rm (Rendezvous 301), Meridian 653

In Attendance:

Senators
☐ Laura Ahola-Young ☒ Sonja Launspach ☐ Justin Stover E
☐ Jeremy Thomas E ☒ Zachary Heern E ☒ Kathleen Lane
☐ Jeff Brookman E ☒ Paul Watkins (co-chair) ☒ Ellen Ryan
☐ Curtis Anderson E ☐ René Rodriguez ☒ Hossein Mousavinezhad
☒ Kenneth Moore ☒ Dallen Worthington ☒ Gene Warren (co-chair)
☒ David Blakeman ☒ Carol Kirkpatrick ☒ Marv Sparrell
☒ Barb Mason (telecom) ☒ Kerry Casperson A ☒ Cathy Oliphant (telecomm) A
☒ Anish Sebastian ☒ Rick Wagoner ☒ Kim Jardine-Dickerson E

Ex-Officio:
☐ Laura Woodworth-Ney ☒ Margaret Jonnson ☒ Kris Clarkson
☒ Jessica Sargent ☐ David Blakeman (see above) ☒ Connie Tillotson (Recorder)

Guests:
☒ Joanne Hirase-Stacey ☒ Sandra Rich-Scheetz ☚ Mark Norviel
☒ Warren Rodell (V. Scholar)

Open Forum

I. Guest Speakers—Joanne Hirase-Stacey, General Counsel/Chief Compliance Officer, Sandra Rich-Scheetz, Paralegal/ISU Policy Coordinator, and Mark Norviel, Manager, NetCom (ITS)

- Mark Norviel said ISUPP 2280 ITS Responsible Use of Telephone, Telecommunications, and Networking Resources is an existing policy. Changes to the policy to better reflect the current environment. Verbiage has also been added to address cellular phone usage and copy machines. An email was sent out earlier for the 30-day review. They have received five responses. Four of the five responses were incorporated. Commenters have been contacted and notified.

- Sandi Rich-Scheetz provided an update as a follow-up to a prior meeting. The Senators requested acknowledgements to any comments received in response during the ISUPP comment period. She oversees the policies@isu.edu email and has implemented into the process acknowledgement emails. The individual/unit overseeing the implementation of the policy receives a copy of the email as well as instructions for them to provide feedback to the commenter. Rich-Scheetz has access to the ISUPP website and can update changes.

- Watkins and Warren clarified it is standard protocol for all policies to be vetted with Senate.

II. Guest Speaker – Warren Rodel, ISU Visiting Scholar, Oxford Brookes University (UK)

Chris Clarkson introduced Warren Rodel as a Visiting Scholar. He is a Student Disputes Officer. Mr. Rodel provided a short introduction in his areas of interests. He deals mainly with student complaints, academic appeals, and academic conduct. They would also like to extend a reciprocal invitation to ISU.
III. Open Forum (posed after guest speakers)
- Question posed by a Sebastian inquiring about the process to follow to be considered absent or excused. Send an email to Tillotson or one of the co-chairs if you are unable to attend to be considered excused.
- Question posed by Sebastian whether Faculty Senate meetings are considered open meetings. Watkins confirmed they are considered open meetings.
- Sebastian asked for clarification on reporting structure of the Senate. Minutes of August 28 states the Senate does not report to any particular body except to the State Board of Education. Bylaws stipulate otherwise. Watkins clarified the co-chairs meet with the EVP/Provost every other month for areas of concern and resource needs. No administrative entity has control over elections, bylaws, etc. The President serves as the conduit for the University to submit requests to the State Board. The Bylaws state “Faculty Senate reports to the Provost and Vice President for Academic Affairs”.
- It was clarified that an active senator did not need to use the open forum session to ask questions.

IV. Faculty Senate Minutes – September 25, 2017
- The minutes for September 25, 2017 were presented for changes, corrections, and approval. Ryan said she was absent. Minutes will be corrected to reflect this change. Warren asked for a motion to approve. Blakeman clarified a motion for approval is not required if the minutes are posted in advance. Only corrections and changes are requested. If none, they can be considered as approved. **ACTION: Minutes of September 25, 2017 approved (with correction).**
- The minutes for Spring 2016 have been posted for the consideration. There are six sets of minutes. The minutes for Fall 2016 are not yet available. Discussion on procedure whether they should be considered approved. This topic will be tabled until Blakeman can research Roberts Rules of Order procedures. Eventually constituent groups would like to have access to minutes from prior years. **ACTION: Tabled to next meeting.**

V. Announcements and Updates

A. Announcements
Warren reminded the Senators of the Presidential Listening forums hosted by AGB (American Governing Board). See October 4 email for dates/times. Senators and faculty are encouraged to attend as many sessions as possible and provide feedback.

B. Senate Chairs’ Report
- President’s Cabinet/IEAC – Watkins combined discussion of both meetings since they are related. Northwest Commission (NWCCU) visited with ISU for the mid-cycle review. They met with the IEAC and asked questions about assessments, assessment planning, faculty involvement in strategic planning and other faculty involvement. The President met with NWCCU on the final date and they were very complimentary towards ISU. They said ISU has made substantial progress since the last visit from the seven year review period.
- Deans Council – Warren posted the agenda from the October 3 Council of Deans meeting in Box as well as his notes. Selena Grace provided updates to the State’s General Education Committee. This group reports to CAAP (Council of Academic Affairs Programs-comprised of provosts). Scott Scholes provided an advising update. Central Academic Advising (CAA) is the main hub for all academic advising. CAA would like to be
more proactive with first semester students. Joanne Hertz is the campus advisor. They encourage coordination between CAA and colleges/departments for all advising activity. Randy Gaines’ update: 1) starting ITS strategic plan, 2) provided an update on the internet outage, 3) service upgrades to Banner 9 and future upgrades will allow access with mobile devices. Karl Bridges discussed an assessment tool (LibQUAL) to survey patrons on how the Library is doing. Provost Office is committed to fund Library needs. The Library faces a yearly challenge with inflation costs on subscriptions but the Library’s budgets are held flat.

C. Update from Academic Affairs
Johnson said the priority for Academic Affairs was the NWCCU mid-cycle review and it was covered earlier in this meeting.

D. Update from Student Affairs
Clarkson said his office responded quickly to the tragedy in Las Vegas. Three students were affected and traumatized from the event. His office has reached out to the faculty to extend extra consideration. Response from the faculty was very positive.

E. Update from ASISU
Sargent said no updates until the discussion for RISE.

VI. New Business

A. IT Strategic Planning Action Team
Watkins said Randy Gaines has asked for representation from the Senate to serve on the ITS Strategic Committee. It requires significant commitment between October and February. It can be a Senator or a faculty member. Johnson said Gaines had provided a timeline and meetings are weekly. (Senate members received an email from Faculty Senate on October 10 noting the Planning timeline.)

B. Scholastic Appeals Board
Clarkson said Alan Mirly had been nominated as the chair for the Scholastic Appeals Board. The policy stipulates the chair needs to be a tenured faculty member. Earlier this year, the Board selected John Fitzpatrick (tenured faculty) from the pool to serve as the chair for that particular instance to prevent any delay in the student’s petition. Johnson suggested a change to the policy regarding a tenured faculty. Clarkson said the policy is administrated by Student Affairs but is an academic policy. The faculty serving on the Scholastic Appeals Board are selected by Faculty Senate. Johnson will locate the policy and provide to the Senators. In the interim, Clarkson said another request for scholastic appeals has been filed. Fitzpatrick has agreed to serve in the capacity as an interim chair. A motion is required from Faculty Senate for an official response. Mousavinezhad moved to approve a tenured member from the Scholastic Appeals Board pool to serve as chair. Ryan seconded. Motion carried. **ACTION:** A tenured faculty can be selected by the Scholastic Appeals Board pool to serve as chair.

C. Forbes Methodology
Watkins said they received an email generated from Vincent Miller explaining the methodology behind the Forbe’s ranking. It will be provided to the Senators.
VII. Continuing Business

A. Senate Constitution
Warren asked for a final decision on whether to pursue the creation of the constitution based on the feedback from the Senators’ constituents. Mousavinezhad moved to pursue the constitution; Rodriguez seconded. Discussion: Warren asked for feedback from the Senators of comments from constituents with the pros and cons. Discussion with the Senators included comments received, selection of new president, concerns, and next course of action. The last constitution presented was not supported by the faculty. A two-thirds vote of the faculty is needed to pass the constitution. Watkins said there are drafts and an existing constitution posted to Box for the Senators to review. A request was made to provide a copy of the University of Idaho’s constitution. Motion carried. A request was made to set aside the members of the constitution committee until next meeting when all senators are present. A suggestion was made to invite other faculty members to serve on the committee with the stipulation to have representation from all colleges. The Senators can advise their constituent groups to attend future Faculty Senate meetings if they are interested. ACTION: Pursue constitution; form committee.

B. Faculty Professional Policies (FPP) Guidelines
Warren asked for a motion to approve the Faculty Professional Policies Guidelines. A request was made to table the vote. This is an internal document of the Faculty Senate and not an ISUPP. Fitzpatrick said the guidelines had been tabled several times and the document has been posted and made available for a period of time. Worthington moved to approve the Faculty Professional Policies Guidelines; Moore seconded. Motion carried. ACTION: FPP Guidelines Approved

C. Ethics Policy
Johnson said the Ethics Policy will be submitted for the 30-day review.

D. Formalization of Senate Bylaws Third Year Review
Bylaws stipulated a review is required every three years. Bylaws have been posted to Box for review. It was pointed out the Bylaws were amended on April 27, 2015. The amendment was only to include representation for Pharmacy for accreditation purposes and was not a full review. Mason said the Bylaws has requirement for apportionment of seats and inquired whether this has occurred. Watkins confirmed the apportionment was completed in spring.

E. Faculty Senate Statement – RISE and Auditor’s Report
Sargent researched the issues surrounding the RISE and the student’s affected. She spoke with various offices and with Human Resources. She presented her findings to ASISU and issues surrounding the students. Students do not have a record of hours worked and this had occurred seven years ago. ASISU decided not to pursue a statement. Warren said a request was made to Senate to issue a statement but it was tabled pending ASISU’s decision. It was agreed a statement is not needed especially since ASISU have elected to not issue a statement. The auditors have not yet concluded their investigation. Rodriguez would like to have this reviewed again and asked that the Provost provide an update when the investigation is concluded.
F. **Athletic Advisory Board** – Table

G. **Five Year Review Policy Subcommittee** - Table

H. **Ombuds Update**  
Senate received three nominations for Ombuds consideration. Blakeman said discussions of those identified need to be discussed in executive session. The Ombuds Guidelines stipulate the ombuds needs to be a tenured faculty member. Discussion whether the Ombuds could be a retired emeritus faculty. Watkins is familiar with an ombuds person being an emerita faculty. The Guidelines may need to be revised for this contingency as well. It was agreed to table this discussion to next meeting and place at the beginning of the agenda. The ombuds will need to be available.

VIII. **Adjournment**  
Meeting adjourned 6:03 p.m.

Approved by Faculty Senate: October 23, 2017