I. Call to Order

II. Approval of Minutes (VOTE)
   • Minutes of the 2019-2020 Faculty Senate Meeting # 14 (December 3rd, 2019) Attach. #1

III. Consent Agenda
   • List of Approved Sabbatical Attach. #2

IV. Chair’s Report

V. Provost’s Report

VI. Committee Reports
   • Tools Ranking Taskforce Report
     Speaker: Alistair Smith (Chair, Tools Ranking Taskforce)

VII. Other Announcements and Communications
   • Voluntary Separation Incentive Plan and Optional Retirement Incentive Plan
     Speaker: Brian Foisy (Vice President, Finance and Administration)
   • Sustainable Financial Model Update
     Speakers: John Wiencek (Provost & Executive vice President)
              Brian Foisy (Vice President, Finance and Administration)
              Terry Grieb (Faculty Senate Chair)
   • IPEC and IPEC Subcommittee Updates
     Speakers: John Wiencek (Provost & Executive vice President)
              Brian Foisy (Vice President, Finance and Administration)
              Terry Grieb (Faculty Senate Chair)

VIII. Special Orders
   • Faculty Senate Semester Overview
     Speaker: Terry Grieb (Faculty Senate Chair)

IX. New Business

X. Adjournment

Attachments:
   • Attach. #1 Minutes of the 2019-2020 Faculty Senate Meeting # 13 (November 19, 2019)
   • Attach. #2 List Approved Sabbaticals
University of Idaho

2019 – 2020 Faculty Senate – Pending Approval

Meeting # 14

Tuesday, December 3, 2019 at 3:30 pm

Paul Joyce Faculty- Staff Lounge & Zoom

Present: Bridges, Caplan, Chapman, Chopin, Cosens, DeAngelis, Dezzani, Fairley, Grieb (Chair), Hill, Jeffery, Keim, Kirchmeier (Vice- Chair), Lee-Painter, Luckhart, Paul, Raja, Sammarruca (w/o vote), Schwarzlaender, A. Smith, R. Smith, Tibbals, Lawrence (proxy for Wiencek, w/o vote).

Present via Zoom: Kern, McKellar, Tenuto, Sears.

Absent: Bacon, Lockhart, Schab, Wiencek.

Guests: 12.

Guest Speakers:

- Alexandra Teague (Chair, Faculty Affairs Committee)
- Charles Goebel (Department Head, Forest, Rangeland and Fire Sciences)
- Lee Vierling (Department Head, Natural Resources and Society)
- Steven Shook (Associate Dean, Professor of Renewable Materials)
- Dwaine Hubbard (Associate Registrar)
- Alistair Smith (Chair, Tools Ranking Task Force)
- Brian Foisy (Vice President, Finance and Administration)

I. Call to Order: Chair Grieb called the meeting to order at 3:32 pm.

II. Approval of Minutes (vote): A motion to approve the minutes of the 2019-2020 Faculty Senate Meeting # 13 (November 19, 2019) passed unanimously (Dezzani/A. Smith).

III. Chair’s Report:

- The ISUB and TLC buildings are now open. All who worked to bring classrooms, offices, common spaces, and services back on line deserve appreciation. Brian Foisy acknowledged Schweitzer Engineering Laboratories (SEL) for the remarkable way they came through to help during the crisis.
- The evaluation process for faculty and staff is beginning. There have been changes to the process in recent years, see FSH 3320 and 3340. Details for faculty are provided on the Provost’s webpage (https://www.uidaho.edu/provost/faculty/evaluations) and for staff on the Human Resources website (https://www.uidaho.edu/human-resources/forms).
- Many thanks to all instructors who taught, mentored, and supported our Fall semester graduating seniors. Please celebrate our graduates at this year’s Fall Commencement on December 14th, 12:30pm in the Kibbie Dome. Thanks to those who will attend!
- The next University Faculty Meeting will be held on December 11, 2019, in the International Ballroom, Bruce Pitman Center, from 2:30 to 4:00 pm Pacific Time. All are encouraged to attend.

IV. Consent Agenda: Fall 2019 List of Graduates, presented by Dwaine Hubbard (Associate Registrar). The Fall 2019 List of Graduates was approved unanimously.
V. **Provost’s Report (Delivered by Torrey Lawrence, Vice Provost for Faculty, Proxy for Provost Wiencek):**

- The December Commencement is on Saturday, Dec 14. Line-up at 11:30. The procession starts at 12:30. Ali Carr-Chellman will be the commencement speaker.
- The annual Jazz Choirs Holiday Concert is on Friday, Dec 13th, 7:00 pm, at the Kibbie Dome. It’s a great community event and it is free.
- Short Budget Update: For academic affairs (which include colleges, students’ affairs, student services, SEM, and other student service offices), the target is 15.74M. Colleges are working to meet the target ranges which they have been given.
- Voluntary Separation Incentives and Optional Retirement Incentives are underway. There has been significant interest so far.
- IPEC has met and is working on developing a Program Prioritization process.

VI. **Committee Reports:**

- **Faculty Affairs Committee:** FSH 1565 (VOTE), presented by Alexandra Teague (Faculty Affairs Committee Chair).
  A. Teague provided a brief background. Concerns were raised to Faculty Affairs Committee (FAC) by Professor Kenton Bird that faculty were being asked to spend time on student recruitment and retention efforts, but these efforts were not being properly recognized on Position Descriptions or annual evaluations, or were recognized differently in different units. The proposed revisions are intended to provide guidelines to fairly recognize student recruitment and retention efforts from faculty. Some language was also revised for consistency among FSH sections.

  Clarifications were asked concerning how to specifically define student mentoring and recruiting activities. Depending on the college, graduate student advising may be listed under “research activities” or “advising activities”. This remains so with the current revisions.

  The seconded motion from FAC was approved with 23 votes in favor and 1 against.

- **University Curriculum Committee:** College of Natural Resources Program Change (VOTE), presented by Charles Goebel (Department Head of Forest, Rangeland and Fire Sciences).
  
  The proposal is to change the name of the degree from “B.S. in Renewable Materials” to “B.S. in Forest and Sustainable products”.

  The rationale for the change was briefly described. Effective catalog year 2012, the program was renamed “Renewable Materials” with the hope that it would appeal to a broader audience and create new recruitment opportunities. Another rational given for the name change to Renewable Materials was that it would increase enrollment by attracting students not otherwise attracted to a program named Forest Products. Enrollment growth did not result from the name change; in fact, enrollment declined. The proposed change to Forest and Sustainable Products returns the degree name back to its roots and makes it consistent with the primary industry it serves. The inclusion of sustainable products captures elements of the program that investigate the use and commercialization of other streams of raw materials (e.g., bamboo, hemp, recycled wood and paper). The name is much more identifiable to prospective students and their parents.
A Senator noted that there are curriculum changes in addition to the program name change, since a secondary major or an approved minor are no longer required. It was agreed upon that the question concerning curriculum changes on the application form should be answered in the affirmative.

The proposal from the College of Natural Resources with the above friendly amendment was approved unanimously.

- University Curriculum Committee: College of Natural Resources Program Discontinuation (VOTE), presented by Lee Vierling (Department Head, Natural Resources and Society).

The proposal is to discontinue the Park, Protected Areas and Wilderness Conservation Minor. The Department has changed focus from recreation and protected areas to different areas including policy and integration of social and natural sciences. They no longer have faculty who can teach several key courses in the minor. The only way that a student can get the minor is through a semester in the wild; therefore, it is not accessible to the majority of students.

The proposal from the College of Natural Resources was approved unanimously.

VII. **Other Announcements and Communications:**

- Tools Ranking Task Force (TRTF) Update by Alistair Smith (Chair, Tools Ranking Task Force Group).

A. Smith mentioned that the group had their initial meeting before the Fall break. They looked at the input from the community solicited by the President’s Office and found a large variety of suggestions, about 138 unique ones. The group will meet again later this week. Within their preliminary assessment, they regrouped strategies from “most favorable” to “least favorable”, whereas many of the 138 fell into the middle category. Examples of the more favorable include: reduction in structural costs, voluntary reduction of faculty FTE who are 10 years away from retirement, a program prioritization for upper administration, the university going paperless, reducing glossy printed materials. Also, there was large criticism about the Strategic Enrollment Management (SEM). The committee felt they should work more closely with alumni. To increase revenue, the committee suggests faculty buy-out from their research grants. That is, faculty would buy a portion of their salary from Gen Ed. As an incentive, they would get a bonus later in the year from FA and salary savings. Among the least favorable strategies: mandatory furloughs and temporary reductions in salary.

There will be approximately ten categories and six rankings. Many of the items which were discussed, such as the elimination of programs, fell in the middle “bin”. Senator A. Smith reiterated that there were many good suggestions from the community, and more will be coming. One interesting idea is to come up with a different funding model for development (that is, taking development away from General Education).

A discussion developed around whether program closure also include administrative units, and not just academic majors or degrees. It was noted that the answer is yes in some circumstances. There are criteria for when the SBOE approval is needed. It depends on the specific scenario and fiscal impact.
Chair Grieb reiterated that the TRTF will make their report to IPEC and to the Sustainable Financial Model Working Group (SFMWG) which, in turn, will provide input to the program prioritization process. In the meantime, Deans will work on the line-by-line program review in parallel. In the end of these processes, all the information will be put together and presented to the President.

Senator A. Smith reported that the TRTF felt the number of Associate Vice Presidents and Associate Vice Provosts has expanded. The next meeting of the TRTF will be on Thursday, December 5, 2019 and their report will be available in the early Spring semester.

- Outsourcing & Voluntary Separation, presented by Brian Foisy (Vice President, Finance and Administration).

  B. Foisy summarized three major outsourcing initiatives: 1) Bookstore RFP, 2) Facility Service Department, and 3) Utility Operations.

  The Bookstore RFP is now concluded. The textbook operation will be outsourced to the Texas Book Company. One of the reasons for this choice is that their point of sale system is consistent with the current one, so the transition will be minimally disruptive. Furthermore, Texas Book Company promised $160,000 commission guaranteed per year. We have a 5-year contract and they are obligated to deliver what they have guaranteed. Also, the Texas Book Company proposal indicates that they apply preferential textbook pricing. The savings may come from that aspect as well as from fewer employees. Cost increase for students are not anticipated. There was some discussion about why UI opted for a textbook-only option rather than a full-service bookstore. B. Foisy noted that people are generally happy with the Vandal apparel part of the bookstore and they did not want to change that feature. Basically, they kept the part of the bookstore which is actually making money. B. Foisy reiterated that a reliable corporate partner can be beneficial (see, for instance, the help received by UI from SEL).

  The discussion moved to RFPs for Facility Service Department and RFQs. The latter are requests for qualifications, such as energy service providers. The goal is to centralize many teams in a single team. When RFPs are issued, proposals range from management-only to a complete deal. For instance, with the bookstore, they took the least disruptive option. A broad range of satisfaction levels was found when collecting feedback from other campuses.

  A Senator suggested that the size of the community and the economic impact on it must be taken into account when making a comparison with other campuses. A smaller community means larger impact on the employees. B. Foisy noted the large corporations have large expertise to which we gain access when we connect with them. In other words, we may gain access to benefits without negative impact on the employees (for instance, like in the textbooks-only deal done for the bookstore).

  Moving on to Utility Operations, this is the least traditional form of outsourcing. It is a service concession agreement and a long-term commitment. Basically, the university sells the right to a third party to operate a particular asset for as long as 40 to 50 years. Then, the third party sells the utility to the university, such as steam, water, etc. In other words, the provider runs the
assets for us and pays around $100 to $125 million upfront for the deal. The university is looking for partners who qualify to provide this kind of service.

Some questions were raised about the costs of buying water, electricity, etc. from the corporate partner and whether this is taken into account when projecting benefits. B. Foisy noted that, although it is too early to tell, these kinds of contracts are extremely careful and detailed, accounting, for instance, for inflation rates. They leave nothing to chance.

In response to a question, it was noted that the cost of paying consultants is in the order of hundreds of thousands of dollars. The proceeds would first be used to pay any of the transaction expenses.

Chair Grieb moved the discussion to the voluntary furlough.

The first concern raised was whether a university employee who has taken voluntary furlough would be “penalized” again if a mandatory furlough is imposed at a later date. B. Foisy said that President Green is not interested in mandatory furloughs. If it came to that, then the employees who have taken voluntary furlough would most likely be given credit for it. Furloughs can be anywhere from 1 hour to 5 days. In response to a question, it was noted that the cost saving coming from an employee’s furloughs does not stay in the employee’s college. Although, B. Foisy reiterated, furloughs from virtually any source will benefit the university.

Upon request, additional clarifications were provided about the furlough process and how to request approval for it.

A Senator noted that December 13th, 2019 is the deadline to sign up for Voluntary Separation Incentive Program and/or Optional Retirement Incentive Program and requested additional clarifications. Those were provided by the Policy and Compliance Coordinator and General Counsel, who explained the difference between the two programs. It was noted that an employee otherwise eligible for emeritus status would not be disqualified by participation in voluntary separation.

VIII. **Special Orders:** There were none.

IX. **New Business:** There were none.

X. **Adjournment:** A motion to adjourn (Dezzani/A. Smith) passed unanimously. The meeting was adjourned at 5:05 PM.

Respectfully Submitted,

Francesca Sammarruca
Secretary of the University Faculty & Secretary to Faculty Senate
MEMORANDUM

TO: Terry Grieb, Chair, Faculty Senate
    Barbara Kirchmeier, Vice Chair, Faculty Senate

FROM: Torrey Lawrence
    Vice Provost for Faculty

DATE: December 2, 2019

SUBJECT: Items for Faculty Senate

Please see the below table with the faculty members who were approved for a sabbatical in the 2020-21 Academic Year.

<table>
<thead>
<tr>
<th>NAME</th>
<th>COLLEGE</th>
<th>DEPARTMENT</th>
<th>SABB. TERM</th>
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<tbody>
<tr>
<td>Kenton Bird</td>
<td>CLASS</td>
<td>JAMM</td>
<td>Spring 2021</td>
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<tr>
<td>Chris Caudill</td>
<td>CNR</td>
<td>NRS</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Aliza Cover</td>
<td>LAW</td>
<td>Law</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Joseph De Angelis</td>
<td>CLASS</td>
<td>Soc &amp; Anthro</td>
<td>Spring 2021</td>
</tr>
<tr>
<td>Frank Gao</td>
<td>COS</td>
<td>Math</td>
<td>AY 20-21</td>
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<tr>
<td>Aleksandra</td>
<td>CEHHS</td>
<td>C&amp;I</td>
<td>Spring 2021</td>
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<td>Hollingshead</td>
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<td>Ann Hoste</td>
<td>CLASS</td>
<td>Theater</td>
<td>Fall 2020</td>
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<td>Graham Hubbs</td>
<td>CLASS</td>
<td>Politics &amp; Phil</td>
<td>AY 20-21</td>
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<td>Tara Hudiburg</td>
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<td>Forest, Range, Fire</td>
<td>AY 20-21</td>
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<td>Brian Kennedy</td>
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<td>Fish and Wildlife</td>
<td>AY 20-21</td>
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<td>Ryan Long</td>
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<td>Janet Rachlow</td>
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<tr>
<td>Kat Wolf</td>
<td>CALS</td>
<td>Ag and Ext. Ed</td>
<td>Spring 2021</td>
</tr>
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Cc: Francesca Sammurraca, Faculty Secretary