Call to Order: Chair Quinnett called the meeting to order at 3:30 pm.

Approval of Minutes (vote):
Minutes of the 2022-23 Meeting #5 September 20, 2022 – Attach. #1
The minutes of the 2022-23 Meeting #5 September 20, 2022 were approved with two friendly amendments: Senator Haltinner’s absence should be reported as excused; Senator Tibbals’ name was misspelled.

Consent Agenda:
- Summer Graduates – Attach. #2
  There was no request to take this item out of the consent agenda for discussion. The list of Summer Graduates stands approved by unanimous consent.

Chair’s Report:
- Guidance on Abortion Laws Memo - Kent Nelson, General Counsel Attach. #3
  Acting General Counsel (GC) Kent Nelson came to Senate to clarify aspects of the memo and answer questions on the impact of the laws on public institutions. A deeper analysis, including FAQs, is in the works. The laws being addressed criminalize behaviors specific to public institutions and their employees, and therefore GC must provide guidance on how the laws apply to public institutions and their employees. Laws are subject to challenges, and GC will continue to review any changes and provide more information to the university community on additional perspectives. General Counsel invited questions.

A recurrent question Senators conveyed on behalf of their constituents concerns the neutrality mandate for instructors in discussions of abortion and reproductive rights, possibly in violation of the SBOE Academic Freedom policy. General Counsel stated that the law prohibits the use of public funds for the purpose of promoting abortion, but no definition is provided of what amounts to promoting abortion. That element in the memo was meant to advise employees that, if they choose not to remain neutral in classroom discussions about abortion, they run the risk of being seen as promoting abortion, which is prohibited by the statute. Because there are no set boundaries to the meaning of promoting abortion, GC decided to include language about neutrality when employees are within the scope and the course of their employment. At this stage, one cannot say what constitutes promotion of abortion – it depends on the facts, the circumstances, and the nature of the classroom discussion. A deeper analysis is needed.
Some Senators are concerned because the law leaves large room to interpretation, which is the source of the problems. Employees should be told clearly what they can or cannot do. General Counsel explained that there is no certainty at this point – the memo is an advisory tool to help address the risks.

The issue of neutrality was raised in conjunction with its impact on faculty research agendas and media interviews about their research. General Counsel replied that the answer would depend on the specific circumstances. There are no restrictions when speaking as a private citizen. When you speak in public, make clear whether you are (or are not) speaking as a member of the university.

Again, confusion among faculty was brought up about infringement on their First Amendment rights. General Counsel noted that some unique interpretations can be made about this law. Thus, they decided it was best to stay on the conservative side. They will continue to communicate as we move forward.

Is it possible that this law is in conflict with the First Amendment or State Board policy? If so, how is the conflict resolved? General Counsel responded that it is possible and the resolution would depend on the conflict. A conflict with the Constitution will be resolved in favor of the Constitution. A conflict with institutional policy or state agency policy is likely to be resolved in favor of the law.

Some faculty felt that the memo should have been announced with an appropriate statement from university leadership.

There were some questions about the prosecution process at the university level. Will falsely accused employees receive legal assistance from the university? General Counsel reiterated that these questions cannot be answered at this stage. University employees will be informed about the institution’s expectations.

Chair Quinnett reported confusion and fear, especially among untenured faculty. Any effort to help faculty get more clarity would be appreciated.

General Counsel concluded by emphasizing that there was no intention to address institutional policy in the memo. The intent was to address the risks associated with the law. Ultimately, the courts will interpret the law from case to case. More communications to come.

- Women’s Center 50th anniversary is next week! [https://www.uidaho.edu/diversity/edu/womens-center/events/50th-anniversary-keynote](https://www.uidaho.edu/diversity/edu/womens-center/events/50th-anniversary-keynote)
- Annual Required Training: following up on a question raised in an earlier meeting, Chair Quinnett reported that requiring all employees to do all modules every year is a matter of compliance with state and federal law. It is possible to test out of the IT portion of the training.
- Please give your input on employee compensation guidance by filling out the Staff Compensation Committee Survey – Attach. #3
- College-specific & Pre-Health Networking Nights – Oct. 4
- Fall 2022 Career Fair – Oct. 5th, 2-6 p.m. [https://www.uidaho.edu/current-students/career-services/events?trumbaEmbed=view%3Devent%26eventid%3D161278804](https://www.uidaho.edu/current-students/career-services/events?trumbaEmbed=view%3Devent%26eventid%3D161278804)
Provost’s Report:

- Borah Symposium: Former Peru President Francisco Rafael Sagasti will deliver the opening keynote address at 7 p.m. on Sept. 27 in the Pitman Center International Ballroom.
  Three-Star Gen. Erik Peterson, a U of I alum, will deliver “War and Peace in the Twenty-Century” at 12:30 p.m. on Sept. 28 in the Pitman Center International Ballroom.
- Homecoming is this weekend. https://www.uidaho.edu/events/signature-events/homecoming
- All students who had been placed in hotels have been moved to campus.

Discussion:
In response to additional questions about the abortion laws memo, the Provost confirmed that additional guidance will come from the university. General Counsel is collecting all questions into a FAQ document, and Senators are encouraged to have their constituents send questions to GC (counsel@uidaho.edu). The Provost and the President are committed to help employees as much as possible. As promised at the UFM, GC has provided legal guidance with the intent to help employees understand Idaho’s new laws that apply to them and possible consequences.

Other Policy Business:

- APM 30.13 Networked Computing Device Standards Attach. #5 – Postponed
- APM 30.32 Computer Security Violations Attach. #6 – Postponed
- APM 45.02 Sponsored Projects Proposal Preparation and Authorization Attach. #7
  The correct version is attached. Senators should look at it and raise any questions at the next meeting.

Other Announcements and Communications:

- Alcohol Awareness Presentation - Keith Hanson, Counseling & Testing Center, Jeneba Hoene, Alcohol and Other Drug Program Coordinator Attach. #8
  Keith and Jeneba showed data from our university community about use of alcohol and other drugs. They suggested actionable steps faculty can take to help with substance abuse problems and talked about available resources.
  The presentation slides are attached to the binder for meeting #6.
  Contacts: Jeneba Hoene jenebah@uidaho.edu
             Keith Hansen rkhansen@uidaho.edu
  Substance Use Resources:
  https://www.uidaho.edu/aod
  https://www.uidaho.edu/echeckup
  https://www.uidaho.edu/ctc
  Latah Recovery and Crisis Center: https://latahrecoverycenter.org
- Jaggaer Purchasing Software – Julia McIroy, Director, Purchasing Services – Postponed

New Business:
Chair Quinnett enthusiastically acknowledged Erin Chapman and all who worked on the Paid Parental Leave policy. Currently, we are gathering input from Staff Council. We expect to have the policy in the binder for the next meeting. We hope to have Brandi Terwilliger at Senate October 4 for discussion, and to be ready to vote on the 11th.

Adjournment:
The agenda being completed, Chair Quinnett adjourned the meeting at 5:02pm.
Respectfully Submitted,

Francesca Sammarruca
Secretary of the University Faculty & Secretary to Faculty Senate
University of Idaho
2020 – 2021 Faculty Senate Agenda

Meeting # 06

Tuesday, September 27, 2022 at 3:30 pm
Zoom Only

I. Call to Order

II. Approval of Minutes (Vote)
   • Minutes of the 2022-2023 Faculty Senate Meeting #05 (September 20, 2022) Attach. #1

III. Consent Agenda (Vote)
   • Summer Graduates Attach. #2

IV. Chair’s Report
   • Guidance on Abortion Laws Memo - Kent Nelson, General Counsel Attach. #3
   • Our shared success story – Debb Thorne, Culture, Society and Justice
   • Annual Required Training
   • Staff Compensation Committee Survey Attach. #4
   • College-specific & Pre-Health Networking Nights – Oct. 4
   • Fall 2022 Career Fair – Oct. 5th 2-6 p.m.

V. Provost’s Report

VI. Other Policy Business
   • *APM 30.13 Networked Computing Device Standards Attach. #5
   • *APM 30.32 Computer Security Violations Attach. #6
   • *APM 45.02 Sponsored Projects Proposal Preparation and Authorization Attach. #7

VII. Other Announcements and Communications
   • Alcohol Awareness Presentation - Keith Hanson, Counseling & Testing Center, Jeneba Hoene, Alcohol and Other Drug Program Coordinator Attach. #8
   • Jaggaer Purchasing Software – Julia McIlroy, Director, Purchasing Services Attach. #9

VIII. New Business

IX. Adjournment
Attachments:

- **Attach. #1** Minutes of the 2020-2021 Faculty Senate Meeting #5 (September 20, 2022)
- **Attach. #2** Summer Graduates
- **Attach. #3** Guidance on Abortion Laws Memo
- **Attach. #4** Staff Compensation Committee Survey
- **Attach. #5** APM 30.13
- **Attach. #6** APM 30.32
- **Attach. #7** APM 45.02
- **Attach. #8** Alcohol Awareness Presentation
- **Attach. #9** Jaggaer FAQ

*Changes to the Administrative Procedures Manual (APM): Please forward any questions or comments directly to both the policy coordinator at ui-policy@uidaho.edu and to the policy originator (listed on the cover sheet) within five working days of the senate meeting at which the APM item is presented.*
2022 – 2023 Faculty Senate – Pending Approval
Meeting # 5
Tuesday, September 20, 2022, 3:30 pm – 5:00 pm
Zoom only

Present: Ahmadzadeh, Chapman (Vice Chair), Fairley, Fuerst, Hickman, Hoffmann, Hunter, Justwan, Kolok, Torrey Lawrence (w/o vote), Long, Mittelstaedt, Murphy, Pfeifer, Quinnett (Chair), Raney, Rinker, Roberson, Sammarruca (w/o vote), Schiele, Schwarzlaender, Silsby, Thorne, Tibble, Wargo, Webb

Absent: Gauthier, Haltinner, Kindall, Walsh

Guests/Speakers: Dennis Becker, Sarah Dawson, Lee Espey, Chandra Ford, Scott Green

Call to Order: Chair Quinnett called the meeting to order at 3:30 pm.

Approval of Minutes (vote):
Minutes of the 2022-23 Meeting #4 September 13, 2022 – Attach. #1
The minutes of the 2022-23 Meeting #4 September 13, 2022 were approved as distributed.

Consent Agenda:
• Approval of University Committee Appointments – Attach. #2
There was no request to take this item out of the consent agenda for discussion. The University Committee Appointments from the Committee on Committees stand approved by unanimous consent.
Some discussion followed about the large number of vacancies in the committee rosters. This is mostly due to the fact that people withdrew from previously assigned appointments or declined to fill vacant positions. A memo to all faculty from Faculty Senate with the list of vacancies will be helpful.

Chair’s Report:
• This week, Jerry Fairley presents one of “Our shared success stories.” The Geology program at the University of Idaho has been engaged with local companies to connect students with internships and prepare them for career opportunities in the earth and environmental sciences, with special emphasis on careers of importance to the State of Idaho. For the past three years we have partnered with Hecla Mining to offer weekend workshops to teach core logging, which is a fundamental skill for geologists entering the mining profession. This fall, we are expanding the program to include a hands-on introduction to underground geological mapping. During and after the Second World War, Silver Valley high school students were trained in the Sierra Silver Mine to meet the need for trained mining professionals in the Silver Valley and elsewhere. In collaboration with Hecla Mining and the owners of the Sierra Silver Mine, we are offering a weekend experience, patterned after the WWII-era “underground school,” to train geologists for careers in an area that is critical for Idaho’s economy.
• The Borah Foundation and Committee are proud to announce the 75th annual Borah Symposium. This year’s symposium will take place September 22, 27, and 28. The theme of this year’s event is Human Rights. All events will be held in the Pitman Center.
• The VandalStar Advisory Board is looking for members and hopes to get a representative from Faculty Senate. The purpose of the advisory board is to provide updates on VandalStar priorities.
and to seek out member feedback on current and future student retention initiatives in the program. The VandalStar Advisory Board will take the place of the previous VandalStar Implementation Committee and will include a meeting in the fall and spring semesters. VandalStar encourages membership from diverse units and branch campuses. If you are interested in joining, please contact VandalStar@UIdaho.edu.

- Senate Leadership wishes to form a task force to address the needs of, and support for, non-tenure-track faculty. Volunteers are needed! Senator Florian Justwan will be happy to serve on the task force and to seek other interested people among his constituents. Senator Jerry Long volunteered to join the task force.
- The annual required employee training has a new due date of December 8.
- Update on the APM 45.02: we received a copy of the former version – see, in particular, the paragraph E 1.b.- *Notification required if funding is denied*. Please take a look at the revised version, which will be in next week's binder for discussion. The softer language should alleviate the concerns.
- A friendly reminder to the senators to distribute the weekly talking points to their constituents.
- Homecoming is next week! Parade on Saturday, October 1 at 12:30PM, and the game will be at 6PM.

**Discussion:**
A Senator shared that many of their constituents are frustrated about the training – possibly because it is time-consuming (4-5 hours) and all parts are required every year. The Provost suggested to collect those complaints and have a discussion.

**Provost’s Report:**
- The Provost thanked everyone for participating in the well-attended first University Faculty Meeting (UFM) of 2022-23.
- There was a follow-up discussion to a question about the recycling timeline raised at the last faculty senate meeting: the goal was to start in fall 2022, but negotiations with outside partners are taking much longer than expected. The new timeline is January 2023.
- Borah events: [https://uidaho.edu/class/2022-fall](https://uidaho.edu/class/2022-fall)
- The on-campus vaccine clinics are available again. This is a partnership between our Vandal Health Clinic and Rite Aid has been extremely helpful. [https://www.uidaho.edu/vandal-health-clinic/coronavirus/vaccine](https://www.uidaho.edu/vandal-health-clinic/coronavirus/vaccine)

**Discussion:**
A Senator inquired about the reasons for the hybrid form of UFM. Provost Lawrence replied that the intention was to give people the opportunity to meet in person, especially new faculty. We expect future meetings to be on Zoom.

There was a brief discussion about the current status of the university’s “vigilance” with regard to COVID. Provost Lawrence responded that the status is the same as at the beginning of the semester. There is not much to report at this time.

**Other Policy Business:**
- APM 30.14 Cyber Incident Reporting and Response – informational item.
  No discussion.
Other Announcements and Communications:

- Sustainability White Paper – Dennis Becker, Sarah Dawson, Lee Espey, Chandra Ford, Scott Green

Each member of the visiting team talked about their expertise and role in the project. They introduced the process, starting with the charge from President Green and the fundamental goals that drove the creation of this group in fall 2021. The guests reviewed the paper structure, which is subdivided in five main sections: 1. The Case for Sustainability; 2. Academic and Research; Offerings; 3. Operations and Facilities; 4. Sustainability Culture; 5. Governance and Data Management. A detailed description of every aspect – motivations, membership and procedures, recommendations for each of the four sections, and more – can be found in Attachment #4 of this meeting’s binder. Please also visit https://www.uidaho.edu/president/university-working-groups/sustainability.

The project is currently in a preliminary, input-gathering phase. President Green and the other members of the team are here today mostly to get feedback and suggestions from Senate. They invited questions and comments.

Discussion:

Concerns were expressed about the academic sector of sustainability, which is a crucial aspect in an academic institution. Who takes leadership and responsibility for that? The team agreed on the importance of academics. On the other hand, this is a very broad and complex project, and not all aspects could be fully addressed during this phase.

The discussion moved to human resources sustainability. In particular, it was noted that streamlining approval processes promotes efficiency and thus sustainability. Further, insufficient staff means available staff are overloaded, which is not sustainable in the long term.

The comments above were echoed by another Senator, who also had a question about data and the need to establish benchmarks/metrics to assess whether we are achieving our goals. It was explained that, for the time being, the group is establishing a very basic baseline. Later, assessment and evaluations will be considered as well.

The discussion moved on to how to create a culture of social sustainability. Some Senators brought up the workload on adjunct faculty as something to address within the framework of sustainability. The team reiterated that, due to the complexity of their task, the Working Group was not able to cover everything. President Green added that too many goals and metrics may end up diluting the efforts to accomplish a task. The Working Group will address other aspects as well, but they need momentum and feedback on what they are doing at this time.

A Senator noted that the definition of sustainability adopted by the United Nations – on which the white paper is based – places a major emphasis on the humankind aspect of sustainability. Thus, he encourages the group to keep human and social sustainability at the forefront of their plans. Furthermore, with a broader understanding of sustainability, we can leverage the skill set of our peers on campus who do social sustainability work in their research or outreach efforts.

A suggestion to address, at least in part, some of the concerns about human and social sustainability: certificates need a curriculum. Through the development of that curriculum, we can provide a broader view of sustainability, thus facilitating a mental shift and cultural changes.

Chair Quinnett expressed deep gratitude to the team for their work and for coming to Senate.
New Business:
There was none.

Adjournment:
The agenda being completed, Chair Quinnett adjourned the meeting at 4:57pm.

Respectfully Submitted,

Francesca Sammarruca
Secretary of the University Faculty & Secretary to Faculty Senate
University of Idaho Summer 2022 Candidates for Degree

College of Agricultural & Life Sciences
Claire Bardsley M.S. Agricultural Education
Quinn Buzzard M.S. Water Resources-Sci & Mgmt Opt
Lauren Christensen M.S. Animal Science
Alyx Dixon B.S.Ag.Econ. Ag Econ-Agribusiness Emph
Tanner Ferry B.S.Ag.Ed. Agricultural Education
Breanna Harmon B.S.F.C.S. Food and Nutrition
Adrienne Jordan B.S.F.C.S. Food and Nutrition
Jessica Kalin M.S. Entomology
Maggi Laan M.S. Soil & Land Resources
Elle Moore B.S.F.C.S. Food and Nutrition
Laurel Nunez M.S. Family and Consumer Sciences
Kendi Phelps M.S. Family and Consumer Sciences
Leah Price B.S.F.C.S. Food/Nutr-Dietetics Opt
John Randall M.S. Water Resources-Sci & Mgmt Opt
Julia Reese M.S. Water Resources-Engr & Sci Opt
Stacey Rice M.S. Entomology
Matthew Stacey B.S.Pl.Sc. Crop Management
Gaige Swanson M.S. Water Resources-Sci & Mgmt Opt
Victoria Wilk M.S. Family and Consumer Sciences
Zhengliang Yang M.S. Applied Economics

College of Art & Architecture
Regan Campbell M.Arch. Architecture
Rebecca Ebenroth B.F.A. Studio Art & Design
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**College of Education, Health & Human Sciences**

- Laura Barnhardt: M.Ed. | Educational Leadership
- Adam Bruno: Ed.S.Ed.Ldrshp | Educational Leadership
- Emilia Carrillo: B.S.E.S.H.S. | Exer, Sprt, Hlth Sci-Pre-PT
- Eduardo Celis: M.S. | Adult/Org Learng & Leadership
- Sheri Class: M.Ed. | Curr & Inst-Car & Tec Ed Emph
- Audriana Cole: M.S. | Adult/Org Learng & Leadership
- Tahni David: M.S. | Adult/Org Learng & Leadership
- Christina Day: M.S. | Movement & Leisure Sciences
- Hunter DeRize: B.S.E.S.H.S. | Exer, Sprt, Hlth Sci-Fit/Hl/HmPf
- Kipp Dixon: M.Ed. | Physical Education
- Sydney Durk: M.Ed. | Curriculum and Instruction
- Peyten Ely: B.S.E.S.H.S. | Exer, Sprt, Hlth Sci-Fit/Hl/HmPf
- Shannon Engledow: Ed.S.Ed.Ldrshp | Educational Leadership
- Elaine Foster: Ph.D. | Education
- Robertson Fox: M.Ed. | Educational Leadership
- Kailee Hansen: M.Ed. | Educational Leadership
- Ryan Harrod: M.S. | Adult/Org Learng & Leadership
Jordyn Higgins  B.S.E.S.H.S.  Exer, Sprt, Hlth Sci-Pre-PT
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Ashlee Kolar  M.Ed.  Educational Leadership
Laura Laumatia  Ph.D.  Education
Fangyuan Li  M.S.  Adult/Org Learng & Leadership
Christopher Luttrell  Ed.S.Ed.Ldrshp  Educational Leadership
Dominique McBroome  M.S.  Adult/Org Learng & Leadership
John McCaffrey  M.Ed.  Educational Leadership
Herbert Moore  M.S.  Adult/Org Learng & Leadership
Stephany Navarro  B.S.E.S.H.S.  Exer, Sprt, Hlth Sci-Pre-PT
Hailey Nikkola  M.Ed.  Curriculum and Instruction
Dayna Schwerd  B.S.E.S.H.S.  Exer, Sprt, Hlth Sci-Pre-PT
Farjahan Shawon  Ph.D.  Education
Megan Sindt  M.Ed.  Educational Leadership
Mackenna Sosa  M.Ed.  Curr & Inst-Car & Tec Ed Emph
Richard Stock  M.Ed.  Educational Leadership
Angelica Torres Luna  B.S.E.S.H.S.  Exer, Sprt, Hlth Sci-Pre-AT

College of Engineering
Heba Aljabrine  B.S.C.S.  Computer Science
Silvino Balderrama Prieto  Ph.D.  Mechanical Engineering
Tyler Benjamin  B.S.M.E.  Mechanical Engineering
Nicholas Brubaker  M.Engr.  Mechanical Engineering
Daniel Cabrera  B.S.M.E.  Mechanical Engineering
Robert Carne  M.S.  Mechanical Engineering
Jiang Chang  B.S.C.S.  Computer Science
Jaxon Dean  M.S.  Civil Engineering
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**College of Natural Resources**

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University of Idaho is committed to operating within the confines of laws of the state of Idaho which restrict expenditures of funds and activities of university employees in the areas of abortion and contraception. The Office of General Counsel is distributing this memorandum summarizing these laws, in the context of university operations, to assist university employees in complying with the restrictions.

**Executive Summary**

During all times that university employees are performing their jobs, the law prohibits them from taking any action, and from using or providing institution funds or facilities, for any of the following:

- Promoting abortion;
- Providing or performing an abortion;
- Counseling in favor of abortion;
• Referring for abortion;
• Providing facilities for an abortion or for training to provide or perform an abortion;
• Dispensing drugs classified as emergency contraception by the FDA, except in the case of rape as defined in section 18-6101, Idaho Code;
• Contracting with abortion providers; and
• Advertising or promoting services for abortion or for the prevention of conception.

Individuals convicted of violating these laws face some, or all, of the following:

• Misdemeanor or felony convictions (with imprisonment and fines);
• Mandatory reimbursement of funds used in violation of the law;
• Mandatory loss of state employment; and
• Permanent bar from future state employment.

Some related activities are permitted, with certain limitations, such as:

- Directing students to sources of information outside the university; and
- Having classroom discussions on topics related to abortion when limited to discussions and topics relevant to the class subject and instructor neutrality in the discussion.

**Conclusion**

In this new and evolving legal landscape, how these laws will be enforced remains unclear. Accordingly, the university and its employees should be aware of the potential risks and penalties associated with conduct that may be perceived to violate the laws. The Office of the General Counsel is working with select university
administrators to gather questions and prepare answers which will be posted as an ongoing Q&A. In addition, we will continue to monitor application of the laws statewide and apprise the university of any changes to this guidance accordingly. Questions can be directed to counsel@uidaho.edu.

Summary of Applicable Laws and Recommendations for Compliance in the Context of University Operations

Counselling in favor of abortion – Referring for abortion – Promoting abortion – Providing facilities for abortion or abortion training

(No Public Funds for Abortion Act - Idaho Code Section 18-8701 through Section 18-8711)

Prohibited Activities under the law

University employees, while on the job, cannot take any actions or utilize any university resources to:

- Counsel in favor of abortion
- Promote abortion
- Provide institutional facilities or institutional funding for providing an abortion or abortion training
- Provide referrals for abortion
- Contract with abortion providers
- Dispense emergency contraception as classified by the FDA

Counseling or interacting with students. Those university employees who counsel, or otherwise regularly interact with students in any fashion as part of their employment, should be aware of these prohibitions and proceed cautiously at any time that a discussion moves in the direction of reproductive health, including abortion. If a discussion moves into this area, students should be clearly informed
that Idaho law prohibits the university and its employees from counseling in favor of abortion, referring for abortion or promoting abortion. The earlier this occurs in a conversation that is moving into the subject, the less the risk to the employee.

**Non-counseling context.** These prohibitions apply to the activities of university employees while “on the job” even outside the context of counselling students. Employees who wish to counsel, promote or advocate in favor of abortion must do so outside of the performance of their job duties and without use of any university resources. In addition, there can be no statements or inferences that the university supports any such activities or positions. This is similar to the university’s policy on political activities which, while recognizing the rights of individuals to engage in political activities, requires that this be done on the employee’s personal time and without any use of university resources.

**Providing for or performing abortions or providing referrals for abortion.** Providing or performing abortions is prohibited. Irrespective of the new laws, this is not an activity expected of university employees nor a service provided by the university. That said, the new laws now make doing so on university time or using university resources a crime. Providing referrals for abortion is also prohibited while on university time or using university resources.

**Contracting with abortion providers.** Contracting with abortion providers by the university is barred. This is being addressed through university Purchasing.

**Dispensing certain drugs.** Dispensing certain drugs is also barred. The university and its employees are barred from dispensing drugs classified as emergency contraception by the FDA, except in the case of rape as defined in section 18-6101, Idaho Code.

**Advertising or offering abortion services and birth control**

(Idaho Code Section 19-603)
Prohibitions for advertising or promoting services for abortion or for the prevention of conception are found in Idaho Code §18-603. The language of this statute is not a model of clarity, stating that a person other than a licensed physician, or a licensed health care provider acting under a physician or under a physician’s order, “who wilfully [sic] publishes any notice or advertisement of any medicine or means for producing or facilitating a miscarriage or abortion, or for the prevention of conception, or who offers his services by any notice, advertisement, or otherwise to assist in the accomplishment of any such purpose, is guilty of a felony.”

While the topic of abortion (including facilitating a miscarriage) are addressed under the discussion above, the scope of what is meant by “prevention of conception” and to have “offered services by notice, advertisement, or otherwise...” is unclear and untested in the courts. Since violation is considered a felony, we are advising a conservative approach here, that the university not provide standard birth control itself.

**Specific activities that may continue**

University employees may, with certain limitations:

- Direct students to sources of information outside university
- Have classroom discussions on topics related to abortion or contraception limited to discussions and topics relevant to the class subject and instructor neutrality
- Provide condoms for the purpose of helping prevent the spread of STDs and not for purposes of birth control

**Information outside university.** Directing students to sources of information outside of the university is permitted if done properly and with neutrality. Directing students to private groups or agencies of another state, where students can receive a discussion of all aspects of the topic and be presented with all alternatives legally available to them, is not barred, however, in doing so, university
employees must remain neutral on the subject of abortion and simply reference the ability of the outside sources to have a broader discussion of all aspects of the topic.

General Counsel’s Office is preparing a short, written statement that can be given to students who are seeking broader information in this area than what the university can give.

**Classroom Discussions.** Classroom discussion of the topic should be approached carefully. While academic freedom supports classroom discussions of topics related to abortion, these should be limited to discussions and topics relevant to the class subject. The laws discussed above, specifically including those addressing promoting abortion, counseling in favor of abortion and referring for abortion, will remain applicable. Academic freedom is not a defense to violation of law, and faculty or others in charge of classroom topics and discussion must themselves remain neutral on the topic and cannot conduct or engage in discussions in violation of these prohibitions without risking prosecution.

**Counseling on or Providing Birth Control.** Counselling on birth control, as well as providing the means for birth control, can be done through the licensed physicians and their health care workers at Student Health locations run by Moscow Family Medicine, our Student Health provider. The university can provide condoms for the purpose of helping prevent the spread of STDs but not for purposes of birth control.

**CTC and WWAMI**

Licensed professionals in the Counselling and Testing Center (CTC) who are engaged in sessions with students falling under the medical counselor/patient privilege are being addressed separately through the CTC director. WWAMI students and faculty are being addressed separately through the WWAMI director.
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You may wish to forward this email to a friend.
TO: University of Idaho Employees  
FROM: University of Idaho Staff Compensation Committee  
DATE: Sept. 22, 2022  
SUBJECT: Your input needed on employee compensation guidance

We take seriously our committee’s commitment to developing recommendations for Change in Employee Compensation (CEC). As such, we need input to help inform our recommendation to executive leadership regarding the CEC distribution. This survey will help rank the possible distribution methods.

CEC Distribution Survey

All answers to the survey questions are of great value to this effort. All questions, except for the faculty/staff designation, are optional. In early October we will develop CEC recommendations for executive leadership to consider. The survey closes at 5 p.m. Thursday, Sept. 29.
**POLICY COVER SHEET**

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**Faculty Staff Handbook (FSH)**
- [ ] Addition  [ ] Revision*  [ ] Deletion*  [ ] Emergency  [ ] Minor Amendment

Policy Number & Title:

**Administrative Procedures Manual (APM)**
- [ ] Addition  [ ] Revision*  [ ] Deletion*  [ ] Emergency  [ ] Minor Amendment

Policy Number & Title:
- APM 30.32 – **Computer Security Violations**
- APM 30.13 – **Networked Computing Device Standards**

*Note: If revision or deletion, request original document from ui-policy@uidaho.edu. All changes must be made using “track changes.”

Originator: Teresa Amos

Policy Sponsor, if different from Originator: Dan Ewart

Reviewed by General Counsel  X Yes  No  Name & Date: Kent Nelson, 9/13/22

3. **Policy/Procedure Statement:** Briefly explain the reason for the proposed addition, revision, and/or deletion.
   The content of these policies was added to revisions of 30.14, & 30.16

2. **Fiscal Impact:** What fiscal impact, if any, will this addition, revision, or deletion have?

4. **Related Policies/Procedures:** Describe other UI policies or procedures related or similar to this proposed change, or that will be impacted by it.

   None

4. **Effective Date:** This policy shall be effective on July 1, or January 1, whichever arrives first after final approval (see FSH 1460 H) unless otherwise specified.
A. General. The primary objectives of the standards for University of Idaho networked computing devices are to:

1. Sustain the integrity and reliability of the UI network and attached components
2. Ensure timely and reliable access to and use of data and information technology resources
3. Safeguard the information for authorized uses only and observe the rights of ownership associated with intellectual property (e.g., copyright, trademarks, patents, licenses, etc.) [rev. 7-09]
4. Assure the reliability and integrity of data by logging a record of unauthorized or inadvertent modification or deletion of facts
5. Preserve information resources for authorized use and prevent the malicious use of information resources

B. Process.

B-1. Standards. The following minimum standards are required at all locations for devices connecting to the University of Idaho network:

1. Device Registration — All networked devices must be registered with UI’s Network Management System (NMS) through the Information Technology Services Help Desk or approved department/college system administrator (SysAd). This includes all computers, laptops, tablets, PDAs, etc. At a minimum, the device’s unique network address (MAC address), departmental/college affiliation (domain), and the device owner’s e-mail address must be supplied.

2. Software Security Patches/Updates — Campus networked computing devices must run software (operating system and applications) for which security patches are made available in a timely fashion. They must have all currently available security patches installed. Where applicable, the software also must be configured to automatically check for and install all security-related patches. Preferably, this would happen on a daily basis. [ed. 7-09]

3. Anti-virus Software — Anti-virus software for any particular type of computer must be running and up-to-date on every level of computing device, including clients, file servers, e-mail servers, and other types of campus networked devices. [ed. 7-09]

4. Host-based Firewall Software — Host-based firewall software included with the operating system (i.e., Windows XP, OS X, Linux, etc.) for any particular type of device currently used must be running and properly configured on every level of device, including clients, file servers, mail servers, and other types of campus networked devices (in accordance with the "Recommended Firewall Configuration" guidelines that are forthcoming). While the use of network access-control lists (ACLs) are encouraged, they do not necessarily obviate the need for host-based firewalls.
(5) **Passwords** – Please see APM 30.15 – UI Password/Passphrase Policy. [rev. 7-09]

(6) **No Unencrypted Authentication** - Unencrypted device authentication mechanisms are only as secure as the network upon which they are used. Some programs may allow traffic across the UI network to be surreptitiously monitored, rendering these authentication mechanisms vulnerable to compromise. Therefore, all networked devices must use only encrypted authentication.

In particular, historically insecure services such as Telnet, FTP, SNMP, POP, and IMAP must be replaced by their encrypted equivalents.

Traffic for one-time password authentication systems is exempted from this encryption requirement because its exposure does not compromise the integrity of the underlying authentication system.

(7) **No Unauthenticated E-mail Relays** - Campus devices must not provide an active SMTP service which allows unauthorized third parties to relay e-mail messages (i.e., to process an e-mail message where neither the sender nor the recipient is a local user). Before transmitting e-mail to a non-local address, the sender must authenticate with the SMTP service. Authenticating the machine (e.g., IP address/domain name) rather than the sender is not sufficient to meet this standard. [ed. 7-09]

(8) **No Unauthenticated Proxy Services** - Although properly configured unauthenticated proxy servers may be used for valid purposes, such services commonly exist only as a result of inappropriate device configuration. Unauthenticated proxy servers may enable an attacker to execute malicious programs on the server in the context of an anonymous user account. Therefore, unless an unauthenticated proxy server has been reviewed and approved by the Information Technology Security Committee and the IT Information Technology Security Officer as to configuration and appropriate use, such a device is not allowed on the campus network. [rev. 7-09]

In particular, software program default settings in which proxy servers are automatically enabled must be identified by the system administrator and reconfigured to prevent unauthenticated proxy services.

(9) **Physical Security** - Unauthorized physical access to an unattended device can result in harmful or fraudulent modification of data, fraudulent e-mail use, theft, or any number of other potentially dangerous situations. In light of this, where possible and appropriate, devices must be configured to "lock" and require a user to re-authenticate if left unattended for more than 20 minutes. If computers are high-valued and/or are used for the processing of security-sensitive data (including but not limited to research subject to security requirements and personally identifiable information), additional and more effective physical security shall be installed. In addition to lock-down devices, physical security may include monitoring devices such as cameras and card-swipe door locks. Departments and divisions are responsible for reviewing the physical security of areas where work with sensitive data occurs and appropriately securing access, hardware and software. [rev. 7-09]
(10) **Unnecessary Services** - If a service is not necessary for the intended purpose or operation of the device, that service shall not be running (i.e., file/print sharing, SMTP, SNMP, telnet, etc)

**B-2. Exceptions.** Any department or individual may request an exception to these standards, for a limited time, by submitting in writing the following information to the UI Chief Information Officer (CIO):

- Requester's Name
- Date of Request
- Policy Line Number
- Rationale and time period for which exception is requested
- Steps to be taken to mitigate security risks

The CIO will consult with the Financial Vice-President and/or Provost, as necessary, prior to making a decision on the request. The CIO will notify the Requester of the final decision and document any special terms/conditions. [rev. 7-09]

**C. Review.** These standards and all exceptions are to be reviewed at least annually by the appropriate UI-IT steering group(s) in consultation with the CIO.

**D. Compliance.** ITS will advise appropriate unit management and the office of Risk Management of any non-compliance with this policy. The unit management shall be responsible for following up with any non-compliance and shall initiate disciplinary action for such non-compliance, where appropriate. [ed. 7-09]
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**Originator:** Teresa Amos

**Policy Sponsor, if different from Originator:** Dan Ewart

**Reviewed by General Counsel**

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**Name & Date:** Kent Nelson, 9/13/22

3. **Policy/Procedure Statement:** Briefly explain the reason for the proposed addition, revision, and/or deletion.
   The content of these policies was added to revisions of 30.14, & 30.16

2. **Fiscal Impact:** What fiscal impact, if any, will this addition, revision, or deletion have?

4. **Related Policies/Procedures:** Describe other UI policies or procedures related or similar to this proposed change, or that will be impacted by it.
   None

4. **Effective Date:** This policy shall be effective on July 1, or January 1, whichever arrives first after final approval (see FSH 1460 H) unless otherwise specified.
A. **General.** Information Technology Services (ITS) monitors access to computer systems on a continuous basis. Unauthorized or improper access to datasets is defined as computer crime and will be prosecuted to the full extent of the law [See 30.32 (B)]. University Computer Use Policy may be viewed at APM 30.12. [http://www.uiweb.uidaho.edu/policy/](http://www.uiweb.uidaho.edu/policy/)

The following security procedures are used for various UI computer systems.

A-1. **Administrative Systems—Access.** Access for campus users is determined by individual assigned userids in combination with personal passwords. Any workstation will be locked out by the security system for some period of time after four unsuccessful logon attempts. If problems develop, contact the Help Desk in ITS for assistance, at (208) 885-4357 (dial 5-HELP).

B. **Process.** Computer Crime, Idaho Code, 18–2202. Idaho Code specifies unauthorized computer access or manipulation as criminal activity. The following sections come directly from Idaho Code, 18–2202. Any person or persons violating any of the following code sections will be prosecuted to the fullest extent of the law.

B-1. Any person who knowingly accesses, attempts to access or use, or attempts to use any computer, computer system, computer network, or any part thereof for the purpose of: devising or executing any scheme or artifice to defraud; obtaining money, property, or services by means of false or fraudulent pretenses, representations, or promises; or committing theft, commits computer crime.

B-2. Any person who knowingly and without authorization alters, damages, or destroys any computer, computer system, or computer network described in section 18–2201, Idaho Code, or any computer software, program, documentation, or data contained in such computer, computer system, or computer network commits computer crime.

B-3. Any person who knowingly and without authorization uses, accesses or attempts to access any computer, computer system, or computer network described in section 18–2201, Idaho Code, or any computer software, program, documentation or data contained in such computer, computer system, or computer network, commits computer crime.

B-4. A violation of the provisions of subsections (1) or (2) of this section shall be a felony. A violation of the provisions of subsection (3) of this section shall be a misdemeanor.

C. **Information or Reporting Possible Violations.** Any questions regarding computer security or reports of possible security violations should be addressed immediately to ITS, (208) 885-6721.
POLICY COVER SHEET
For instructions on policy creation and change, please see
https://www.uidaho.edu/governance/policy

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Faculty Staff Handbook (FSH)
☐ Addition ☐ Revision* ☐ Deletion* ☐ Emergency ☐ Minor Amendment

Policy Number & Title:

Administrative Procedures Manual (APM)
☐ Addition X Revision* ☐ Deletion* ☐ Emergency ☐ Minor Amendment

Policy Number & Title: APM 45.02 Sponsored Projects Proposal Preparation and Authorization

*Note: If revision or deletion, request original document from ui-policy@uidaho.edu. All changes must be made using “track changes.”

Originator: Deb Shaver
Policy Sponsor, if different from Originator: Sarah Martonick

Reviewed by General Counsel XYes ___No Name & Date: Manisha Wilson, 7/8/22

1. Policy/Procedure Statement: Briefly explain the reason for the proposed addition, revision, and/or deletion.

Updated references for our modified ERA systems (EIPRS to VERAS and Cayuse to VERAS) and added limited submission competition information from Research and Faculty Development team. Comprehensive policy review.

2. Fiscal Impact: What fiscal impact, if any, will this addition, revision, or deletion have?

None.

3. Related Policies/Procedures: Describe other UI policies or procedures related or similar to this proposed change, or that will be impacted by it.

None – this is the only UI policy on proposal submission.

4. Effective Date: This policy shall be effective on July 1, or January 1, whichever arrives first after final approval (see FSH 1460 D) unless otherwise specified.
45.02 – Sponsored Projects Proposal Preparation and Authorization

A. Purpose. The purpose of this policy is to ensure the orderly administration of sponsored project proposals and compliance with applicable laws and regulations. The policy contains the procedure applicable to sponsored project proposals.

B. Scope. This policy applies to all UI employees submitting sponsored project proposals that would be awarded to the university if funded.

AC. Definitions

AC-1. Principal Investigator. The person taking primary responsibility and oversight of a sponsored project is known as the Principal Investigator (PI). Before submitting a proposal or accepting an award please review the Roles and Responsibilities Page for an understanding of the responsibilities associated with being a PI. (See APM 45.22 for University eligibility requirements for Principal Investigators.)

AC-2. Grant Administrator (GA). Each unit has a person designated as a grant administrator who may also work with the PI in proposal preparation. In particular, a GA often assists PIs with the preparation of salary and fringe benefit calculations and determining budget estimates.

BD. Policy. A sponsored project proposal is a written presentation of the research, scholarly or creative activity proposed to be accomplished during a given time period and that is being requested to potentially be funded by an entity external to the University of Idaho (the sponsor). At a minimum, a proposal should include an outline of the scope of work to be performed or the tasks to be accomplished, and a budget breakdown explaining how the requested funding will be spent towards accomplishing the scope of work. The Director of the Office of Sponsored Programs (OSP), or her/his designated representative, is the only person authorized to accept external funding on behalf of the University and is also the final approver prior to submission of the proposal to the sponsor.

BD-1. Authorized Organizational Representatives and Signatures Approvals. All personnel associated with specific grants, contracts and agreements to the University of Idaho need to have an understanding of their respective roles and responsibilities. Before submitting a proposal or accepting an award, please review the Roles and Responsibilities Page and contact OSP if you have questions about any of the items listed. All proposals shall be reviewed and approved in the University of Idaho Electronic Research Administration (ERA) system by the unit administrator, college dean, and Director of OSP prior to submission to the sponsoring agency.

CE. Processes and Procedures.

CE-1. Funding Opportunities. The Research and Faculty Development (RFD) team helps University of Idaho faculty find funding for their research and scholarly activities. RFD provides resources and services to find and enhance the competitiveness of proposals across all disciplines. Web links to funding opportunities may be found at the Office of Research and Economic Development (ORED) website. Additional assistance may be found on the OSP website in the FAQ page links found under the “Submit a Proposal” tab. Granting agencies usually have specific grant application instructions, identifying required information and/or application formats to be used. Such instructions may be labeled as Request for Proposal (RFP), Funding Opportunity Announcement (FOA), Broad Agency Announcement (BAA), Request for Quote (RFQ), Grant Proposal Guide (GPG), etc.
CE-1.a. Limited Submissions. For some funding opportunities, the funding agency restricts the number of applications an institution is allowed to submit. These are referred to as limited submission (LS) funding opportunities. The Research and Faculty Development (RFD) LS team has established processes for selecting the proposal(s) that will be submitted by the University of Idaho in response to these opportunities. These processes typically include a two-step submission process to the RFD team, as follows: The first step is for a PI to submit a Notice of Intent (NOI) to indicate interest in the program, followed by the submission of a Concept Paper, which will undergo internal review when the number of NOIs exceeds the number of submissions allowed by the sponsor or to enhance proposal competitiveness for strategic funding opportunities. The internal review committee will be comprised of faculty, administrators, and/or staff, as appropriate, who are familiar with the sponsor or the LS program. PIs will then be notified of the outcome of this internal review process, and whether or not they have been awarded the approval to submit a full proposal to the external sponsor. Once approved to move forward, LS submissions are prepared, approved, and submitted through VERAS as per the Proposal Preparation guidance below.

E-1.b2. Notification Required if Funding Opportunity Declined. Due to the competitiveness of limited submission funding opportunities at UI, a PI who is awarded the opportunity to submit a proposal to an external sponsor but declines to do so must notify the Research and Faculty Development (RFD) team within one week following receipt of the internal award notification. A PI who fails to submit a full proposal by the external deadline without timely notice to the RFD team shall be ineligible to apply to all internal limited submission funding opportunities for one calendar year from receipt of the internal award notification. Under exceptional circumstances, and in the sole discretion of the Vice President for Research, the period of ineligibility may be waived.

CE-2. Proposal Preparation. Once a funding source has been identified, the PI prepares a proposal (following specific sponsor guidelines, if provided) in the University's Electronic Research Administration (eERA) system. The PI develops a scope of work, a budget sufficient to accomplish the proposed work, and a budget narrative. Additional items to be considered during proposal development may include:

- The involvement of human subjects or experimental animals (see FSH 5200 and FSH 1640.54, APM 45.01)
- The use of biohazards/recombinant DNA/radiation/select agents/toxins (see FSH 1640.14, APM 35.11)
- Conflict of interest and financial disclosure (see FSH 6240, 5600, and 3170)
- Cost share/matching (see APM 45.08)
- Foreign researchers and consultants (see APM 45.18)
- Export controls (see APM 45.19)
- Intellectual property (see FSH 5300 and FSH 5400)
- Program income (see APM 45.13)
- Publication restrictions
- Capital projects
Information concerning these topics and links to other useful sites may be found on the OSP Website. Note that some sub-sets of pre-proposals (white paper, preliminary proposal, etc.) may also require input to the eERA system for review and approval.

**CE-3. Budget Development.** The PI creates a list of the personnel, equipment, travel, subcontract, participant support and other direct cost needs for the entire project, including costs to be covered by mandatory cost share and any anticipated program income, e.g., revenue. Appropriate facilities and administrative (F&A) costs (see FSH 5100 J and APM 45.10) are then added to arrive at the total project costs. OSP has developed a budget template with built-in calculations to assist the PI that can be found at www.uidaho.edu/research/faculty/resourcesosp/forms.

**CE-4. Facilities and Administrative (F&A) Costs.** The University negotiates different rates for F&A cost reimbursement based on a variety of factors including, but not limited to, whether the sponsoring agency is a Federal agency, the type of work being done (research, instruction, public service/outreach/other), the location of the work being performed (at on- or off-campus facilities), and whether the sponsor is an industry partner (the university cannot accept limited rates from industry partners). The federal government and the University negotiate different rates for F&A cost reimbursement based on both the type of work being done (research, instruction, public service/outreach/other) and where the majority of the work is being performed (at on- or off-campus facilities), as well as the type of sponsor (the university cannot accept limited rates from industry partners). Limitations imposed by the sponsoring agency to established F&A rates must be part of their published policy and provided in writing prior to proposal submission (see FSH 5100 J-1).

If no formal sponsor policy exists, only the Vice President for Research and Economic Development (VPRED), or his/her delegate, may grant a waiver for a reduction in the F&A rate charged. Information concerning F&A costs and links to other useful sites including current F&A rates can be found in the Indirect (F&A) Costs FAQ, APM 45.10, and FSH 5100.

**CE-5. Cost Sharing.** When the University bears a portion of the cost of a sponsored project, it is considered cost sharing or matching. These costs must be included in the budget development process. Cost sharing may be mandatory (required by the sponsor) or voluntary (where no such requirement exists). Because cost sharing has programmatic, administrative, and financial consequences for the University, it is typically not allowed unless required by the sponsor. Special circumstances may exist in which a waiver may be obtained from the VPRED or his/her delegate or designee. See APM 45.08 and the Proposal Considerations FAQ for more information.

**CE-6. Electronic Proposal.** OSP has entered into an agreement for the use of Cayuse424 proposal development software, which a PI may use to download and develop most Grants.gov and NSF Fastlane proposal opportunities. This system-to-system submission portal greatly reduces the chance of Grants.gov proposals being rejected due to missing information, forms, or fields. A link to Cayuse424, as well as instructions and training, can be found off the OSP home page and/or at www.uidaho.edu/osp/training.

**CE-67. Electronic Internal Proposal Routing System (EIPRS/VERAS).** All proposals must be reviewed and approved at a minimum by the PI’s unit administrator, college dean, and OSP prior to submission to the agency. The University’s electronic routing system for approvals, EIPRS/VERAS, allows the PI to provide all of the documentation necessary for review by the appropriate University personnel. The EIPRS/VERAS login link can be found on the OSP home page. An OSP Sponsored Programs Administrator (SPA) can assist with general questions, or FAQs and a link to training can be found on the OSP website. All proposals must be present in the eERA system and any agency submission portal (when applicable).
and in final form at least four full business days prior to the submission deadline. See the OSP website for details.

**CE-78 Proposal Submission**—If a proposal is being mailed, emailed, or transmitted to the agency in a manner that does not require a secure login from an Authorized Organizational Representative, it is considered a hardcopy submission and proposal submission is the responsibility of the PI after all necessary approvals have been obtained.

For proposals submitted through an external electronic system, such as NSF FastLane, Research.gov, eRA Commons, or NASA NSPIRES, etc., the PI is responsible for uploading proposal materials for OSP review. The PI is also responsible for completing and uploading any attachments to Grants.gov files (including Cayuse424) in VERAS. Once all files have been uploaded, the information in EIRS-VERAS is complete, and all internal approvals have been completed, the PI works with an SPA for final submission to the sponsor. OSP is responsible for final submission of proposals that require an Authorized Organizational Representative login. See the Completing Proposal FAQ on the OSP website for further information.

**DF Contact Information**—For information and help in preparing and submitting proposals to external funding agencies please contact the Office of Sponsored Programs at 208-885-6651, or osp@uidaho.edu, or http://www.uidaho.edu/osp.
Alcohol & Other Drugs:
A Conversation
Goals

• Provide a snapshot of our community
• Conceptualize your role
• Provide actionable steps
• Resources
Norming Data
(National College Health Assessment 2021)

• Perceived vs Actual Use
• Harm Reduction philosophy
Student Substance Use (2021)

- **Ever Used**
- **3 Month Use**

Percentage (%)

- Alcohol
- Nicotine products
- Cannabis
- Hallucinogens
- Rx Stimulants
- Cocaine
- Rx Sedatives
- Rx Opioids
- Inhalants
- Methamphetamine
- Heroin

(NCHA 2021)
Not all students choose to drink or use substances. Those who do, tend to do so in moderation.
30+30+30+10
Recipe for a young adult

What contributes to their development and outcomes?
Actionable:

- Syllabus Statement/Canvas
- Make a commitment
- Don’t Cancel Your Class
- Consultation with Keith
- Attend Recovery Ally Training in spring
Resources for faculty and staff
How to respond

• Acknowledge
• Validate
• Respond
• Don’t have to be an expert
• Review resources
You all will receive a handout with:

- Contact info
  - Consultation with Keith
  - VHE – AOD Webpage
- Don’t Cancel Your Class (link)
- Syllabus Statement/Canvas
- Vandal Care
- Flyer for New Beginnings AOD Support Group
Thank You

What questions do you have?
NEW beginnings

Alcohol & Other Drug Support Group

A group for students seeking to change their relationship with alcohol or other drugs through a combination of education, skills development and group processing.

There is no expectation for sustained abstinence; however, the skills and conversation are also valuable for those seeking continuous sobriety.

TUESDAYS | 12:30 - 1:30 p.m. | SRC Well Space

Free coffee and tea are provided.

Open to all Vandal students. Learn more at: uidaho.edu/aod
Substance Use Resources to Know

Don’t Cancel Your Class
Attending a conference? Family obligation? Out sick? Don’t cancel your class. U of I faculty can schedule a workshop for their students during scheduled class time. Pick from a wide selection of safety and wellbeing workshop topics, including alcohol bystander intervention. View the full list at uidaho.edu/dontcancelyourclass.

VandalCARE: Report a Concern
The mission of the VandalCARE team is to provide care and concern for students, faculty and staff who may be in distress by providing proactive assistance to individuals by monitoring behavior, developing appropriate intervention plans and coordinating care and follow-up. The team responds to a variety of concerns, including those related to substance misuse or abuse.

New Beginnings: An Alcohol & Other Drug Support Group
Tuesdays | 12:30 - 1:30 pm | SRC Well Space
A group for students seeking to change their relationship with alcohol or other drugs through a combination of education, skills development and group processing.

Optional Syllabus Statement
Many students are impacted by alcohol and/or drug use while in college. Resources and support are available for students experiencing impacts to their wellbeing due to substance use. Students can access free and confidential substance use counseling at the Counseling & Testing Center by calling 208-885-6716. Additionally, Vandals for Recovery, U of I’s collegiate recovery community, supports students in recovery and those looking to change their relationship with substances as they pursue their academic goals. To learn more or get connected with the Vandals for Recovery community, visit uidaho.edu/vfr

Hope in Change: A Substance Use Support Group
Wednesdays | 5 – 6:30 pm | TLC
A group for students actively making a change to their relationship with alcohol or other drugs. Zoom option available.

For more information about these topics: uidaho.edu/aod
Personalized alcohol or cannabis screening for students: uidaho.edu/echeckup
Counseling & Testing Center webpage: uidaho.edu/ctc
Latah Recovery & Crisis Center https://latahrecoverycenter.org

Jeneba Hoene | Alcohol & Other Drugs Program Coordinator
jenebah@uidaho.edu or 208-885-2039

Schedule a Consultation:
Keith Hansen | Licensed Clinical Psychologist
rkhansen@uidaho.edu
JAGGAER -- FAQ

**What is JAGGAER?**

JAGGAER is a web-based, procurement software that manages purchases of goods and services from request to payment. Employees will access JAGGAER through Single Sign-On (SSO). JAGGAER has three modules: eProcurement (goods) module, Contracts+ (services) module and A/P (invoices) module. Employees will access eProcurement and Contracts+ modules. Most employees will have the “Shopper” role in JAGGAER. Employees who handle financial tasks will have the “Shopper” and “Requester” roles.

**Why are we implementing JAGGAER?**

The Idaho State Board of Education (SBOE) tasked the four higher education institutions to implement a shared procurement software to generate cost savings and efficiencies. U of I, BSU, ISU and LCSC will go live simultaneously, though the individual JAGGAER sites will be specific to each institution.

**How will JAGGAER impact me?**

Employees who purchase goods and/or services for U of I using a purchase order, service agreement or P-card will now shop and buy goods and services through JAGGAER. JAGGAER will improve request-to-purchase order time by streamlining the order process. Purchasing policies regarding bid limits, bid waivers, etc. will remain the same.

All purchase orders and service agreements will be generated and managed in JAGGAER.

**Which vendors will be in JAGGAER?**

For eProcurement there will be two vendor types: PunchOut Vendors and Non-PunchOut (Non-Catalog) Vendors. PunchOut vendors are negotiated and discounted contracts. U of I, BSU, ISU and LCSC will use the same PunchOut Vendors. At the time the system goes live, there will be 12 PunchOut Vendors. Over time, more PunchOut Vendors will be added to JAGGAER.

Vendors who were used in the previous 36 months will be available in JAGGAER as Non-PunchOut (Non-Catalog) Vendors.

**What if a local vendor I use is not in JAGGAER?**

Departments should utilize JAGGAER for most purchases. However, if a local vendor is not in JAGGAER, employees may use their P-cards for purchases. Beginning Sept. 30, 2022, new vendors will be added to JAGGAER via PaymentWorks.
What if I need to make an emergency purchase?

Please see APM 60.43.

Can I continue to use the U of I Amazon account for purchasing with my P-card?

No. Amazon will be a PunchOut Vendor. Employees must use JAGGAER to shop Amazon. The process will be like shopping Amazon today, but employees will not use a P-card. They will create a cart which will go to their department’s financial person to approve. Employees should include their indexes/funds on their shopping cart. Detailed training will be provided.

What are other benefits of purchasing through JAGGAER?

U of I, BSU, ISU and LCSC are using the same, jointly negotiated contracts, to maximize saving for all institutions.

What is the go live date?

The expected go live date is Nov. 1, 2022. More information will be communicated in the period leading up to the expected go live date.

Will there be training sessions?

Yes. Training will be specific to JAGGAER roles. Training sessions will be held in mid-October. Stay tuned for future communications.

Where should I send questions about JAGGAER?

Email Contracts and Purchasing Services at jaggaer@uidaho.edu