



Faculty Senate Meeting

Draft Minutes

August
22, 2019
3:15pm

LIB TCC

Present: Leif Hoffmann, Jenni Light, Christa Davis, Provost Lori Stinson, President Cynthia Pemberton, Kylee Britzman, Alicia Robertson, Jennifer Weeks, Eric Stoffregen, Spencer Payton, Lauren Connelly, Scott Wimer, Erin Fay (via Zoom), Lee Ann Wiggin (via Zoom), Grace Anderson, Lynne Bidwell, Greg Harman, Sue Hasbrouck, Bryce Kammers, Tracey Koch (via Zoom), J.R. Kok, Julee Moore, Royal Toy, Lorinda Hughes (via Zoom), Drake VanBuskirk

- I. Call to Order @ 3:15pm
- II. Introductions: All 2019-2020 Senators introduced themselves.
 - a. Consent Agenda: *Motion to approve by Royal Toy, 2nd by Greg Harmon, Approved unanimously.*
 - b. Approval of Senate Meeting minutes from May 2, 2019: *Motion to approve by Jennifer Weeks, 2nd by Lynne Bidwell, one abstention by Lauren Connelly. Approved unanimously.*
- III. Remarks:
 - a. President Pemberton: Reminder to Senate that Tuesdays at 2:00pm she will continue with open office hours for the fall unless she is out of town. The term LC State is now being inserted in language for marketing and promotion identity purposes. This is not an official change; but a reassertion of a more clear message and bold description of who we are. In the future, the campus media guide will determine the image use and parameters. Once this is set, Logan Fowler will release updated images.

President also expressed concern about State budget after newspaper article citing Governor asking all agencies to plan on zero budget increase and only ask for emergency funding. She stated that she has not been told by SBOE to do this yet, but this may be something that happens in the near future.
 - b. Provost Stinson & Director of Institutional Research & Effectiveness Grace Anderson: discussed Updated Peer Institution List. There is an opportunity to develop an updated list of peer institutions. The State Board of Education (SBOE) office historically has used student metrics for student achievement including retention (fall to fall), math test scores, FTE (size),

number of full time students and the number of financial aid Pell students. However, that may not encompass the whole picture of our peer institutions. An analysis of these numbers along with new variables describing the “region”, similar athletic conferences, AS and BS awarded, members of AASU professional organizations and population densities was included in addition to student achievement data. This generated a new list of peer institutions that included some schools that have not previously been on the list. The list also includes some institutions that are what LC would like to aspire to. This peer institution data is used to compare our similarities and analyze how we compare in these areas, in an attempt to measure student achievement variables that the SBOE considers important. It is understood that the data would be used for strategic planning and baseline information, but not for salary purposes.

The administration welcomes faculty feedback if they wish. Comments need to be submitted to the SB by Sept 13th. Comments should be sent to the Provost e-mail address. The SBOE is also meeting at LCSC in October and this will be discussed. If the administration receives no comments they will assume that the faculty is okay with the data analysis and peer list.

IV: Division Updates

- a. MASS: (Christa Davis) Heather VanMullem stepped down and is now faculty. Susan Steele is the new interim Division Chair, various club involvement. Addition of new Warrior Spirit Squad.
- b. Student Government: (Drake VanBuskirk) Working on trying to get more students involved, connect with athletics, connect with clubs, etc.
- c. Library: (Lynne Bidwell) Barbara Barnes retired; Guarina Grullon is the new instructional librarian. Reference appointments are still open.
- d. Business: (Sue Hasbrouck) Reorganization taking place; changing Business Administration with accounting emphasis to Accounting. Pete VanMullem will be going back to MASS,
- e. T & I: (Julie Moore) October 18th CTE Career Showcase
- f. BTS: (Jennifer Weeks) BTS has a new Division chair, Michelle Nelson.
- g. DONSAM: (Spencer Payton) New Division Chair, Heather Moon; since Heather Henson-Ramsey left they are short biologists.
- h. Social Sciences: (Kylee Britzman) Two new faculty members: Leanne Parker (Psychology) who is returning to LCSC and Luella Loudonback (Social Work); Tuesday, Sep 17th is Constitution Day; LCSC is hosting a faculty panel on Third Parties from 6:00-7:30pm in SAC 115 – everyone is welcome.
- i. Humanities: Two new faculty members: Jeffrey Petersen and Tirazheh Eslami. Tirazeheh Eslami is the new exhibit coordinator and teacher. Gildamesh festival and graphic novel class (one unit).
- j. Nursing: New faculty members: Celeste Ellis and Katrina Bentley
- k. Teacher ED: Non-traditional pathway program for becoming certified; has been successful so far in increasing enrollment.
- l. Cd’Alene: (Tracy Koch) Some staff have moved to new Cooperative Use building; September 10th is the building dedication date.

V. New Business

- a. Leif Hoffmann reminded everyone about the new committee being formed with the goal of connecting to the community; discussed during the 9/15 Faculty Association meeting. Encouraged everyone to talk to division and if anyone is interested they should contact Leif.

VI. Old Business

- a. Inter-Semester: There was a variety of different feedback on this topic; comments included that this might be possible for special 1-2 credit courses and field classes, but problematic for existing core classes. Concerns at this point in time centered mostly how such classes would affect students' financial aid as well as faculty work loads.
- b. Policy 2.111 Tenure: Most divisions support rejection of the language and the recommendation of the Faculty Affairs committee; some expressed concerns in how this might affect the hiring process in the future while others made the request to ensure that giving this policy language hiring processes are as stringent as for the hiring of tenure-track assistant professors..
- c. Policy 2.112 Faculty Evaluation: Senators reported on the feedback they received at their division faculty retreats at the beginning of the semester. Senators across the board mentioned that faculty members are weary about the wording of "excellence" in the draft proposal given the same wording in tenure and promotion language, which might lead people to interpret that only those who have an "excellence" top category ranking consistently would be able to get promoted and tenure. Thus, the suggestion was made to change the title of the top category in the draft. Faculty also expressed concern that level 2 wording would "push" people down to 2s. The social sciences did like the revised language but had similar concerns with excellence wording and the possibility of tying this into tenure and promotion. Additionally some critique was raised of having only 4 tiers because it is a grading system like A,B,C,D. A suggestion was also made to include language that it makes clear that there are no quotas for the respective categories. DONSAM also pointed out that scientists and mathematicians in their division object to the use of the word average in the description of "High Quality Performance." Their division uses a very strict interpretation of the word "average", and some would then be under the impression that 50% of the division would need to be placed in the lower categories of 1 and 2. Thus, it was proposed to change the words "was above average for" the single word "exceeded".

The Faculty Chair asked if we want to move forward with changes, make new changes, or start over? Leif proposed revising the draft based on the feedback received at the meeting, which will allow Senators to consult once more with their divisions. Furthermore, he will also contact the chairs to get their opinion on the proposed language changes in the policy. Any desired policy changes must all be made by the end of the semester so that they are in place by January. See Appendix A: *Policy 2.112 Faculty Evaluation Side by Side-Original and Suggested Edits* for a detailed word document that shows the original language and the suggested revised changes.

VII. Committee Reports

- a. Budget, Planning and Assessment: No comment.
- b. Curriculum – Submission deadline is October 31st, 2019.
- c. Faculty Affairs – Deadline for Faculty Development Grants is October 1st, 2019. Leif Hoffmann encourages everyone to look at the requirements and guidelines on the Faculty Affairs page. There is \$20,000 available, plus some money carried over from last year.

d. General Education: No comment.

e. Student Affairs: No comment.

VIII. Good of the Order: The 3rd Annual Richard Moore Honorary Lecture will be held at noon on Oct.28th in MLH 100.Prof. Shaw from Northwest Nazarene University will talk about "Hate, Harrassment and Human Rights in Idaho". The talk is co-sponsored by the Idaho Humanities Council and the LCSC Social Sciences Division.

Meeting adjourned at 4:47pm: *Motion to adjourn by Lynne Bidwell, 2nd Jennifer Weeks, Approved unanimously.*

Appendix A: Policy 2.112 Faculty Evaluation Side by Side-Original and Suggested Edits

REVIEW OF CURRICULUM VITAE

Current Year: _____ Initials: _____ Date: _____

REASSIGNED DUTIES

If any portion of workload was reassigned as other duties, attach performance review of duties and responsibilities.

OVERALL EVALUATION

Comments are expected for all levels of the overall evaluation. CHECK ONE:

<input type="checkbox"/>	The faculty member substantially exceeds expectations. The following are areas of notable performance:
<input type="checkbox"/>	The faculty member meets expectations. The following are areas of notable performance:
<input type="checkbox"/>	The faculty member partially meets expectations with the following area(s) identified for significant growth:
<input type="checkbox"/>	The faculty member fails to meet expectations in the following ways:

REVIEW OF CURRICULUM VITAE¶

Current Year: _____ → Initials: _____ → Date: _____ ¶

¶

REASSIGNED DUTIES¶

If any portion of workload was reassigned as other duties, attach performance review of duties and responsibilities. ¶

OVERALL EVALUATION¶

Comments are expected for all levels of the overall evaluation. CHECK ONE:¶

<input type="checkbox"/>	Superior Performance	¶
<input type="checkbox"/>	High-Quality Performance	¶
<input type="checkbox"/>	Achieves Performance Standards	¶
<input type="checkbox"/>	Does not Achieve Performance Standards	¶

RATINGS GUIDANCE:¶

Superior Performance:¶

This rating is reserved for individuals who demonstrated **superior performance** within the current evaluation period that was **above and beyond** the standard expectations of a position.¶

High-Quality Performance:¶

This rating is reserved for individuals who demonstrated **high quality performance** within the current evaluation period that **exceeded** the standard expectations of a position.¶

Achieves Performance Standards:¶

This rating is reserved for individuals who **met** the standard expectations of a position. While there may be room for improvement or development, this rating denotes consistently satisfactory performance.¶

Does Not Achieve Performance Standards:¶

This rating is reserved for individuals who **failed** to meet the standard expectations of a position. Supervisors are expected to engage due diligence to communicate specific areas where improvement is needed.¶

In addition suggested change on page 5/6 under 6. EVALUATION INSTRUMENTS, Annual Performance Review Form – adding of the following (or similar) phrase:
 B. Ratings are based solely on annual performance. No quotas exist regarding the overall levels of evaluation.