



## Faculty Senate Meeting

### MINUTES

November 6<sup>th</sup>, 2025 | 3:15 p.m. | ACW 134

Present: Charles Bell, April Niemela, Rodney Farrington, Kelly FitzSimmons, Peter Remien, Gina Lott, Jennifer Cromer, Jenna Chambers, Rikki Ober, Eric Stoffregen, Alex Bezzerides, Rachelle Genthôs, Angela Wartel, Debra Lybyer, Thomas Hill, Christina Brando-Subis, Bowie Rose, Marc Reindeau, Kim Tuschhoff

- I. **Call to Order** by Faculty Senate Chair Charles Bell at 3:16 pm.
- II. Approval of Faculty Senate meeting minutes from October 9<sup>th</sup>, 2025  
*Motion to approve Faculty Senate meeting minutes from October 9<sup>th</sup>, 2025, by Eric Stoffregen. Motion seconded by Peter Remien. Two Abstentions. Majority approval. Motion passes.*

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### III. Old Business

- A. Chair's Report
  - *Report/updates from SBOE meeting: Both Faculty Senate Chair and Faculty Senate Chair-Elect participated in a one-on-one meeting with the executive director of SBOE. From this meeting, faculty leadership recognized we have good advocates from the SBOE that understand the mission/vision of who we are and the population we serve. SBOE supports the name we choose for our institution and are impressed with what we are doing to benefit students.* Based on listening to the President's presentation, we were able to show we have institutional growth.
  - Report/updates accreditation visit: Our NWCCU accreditation visit was held the following week. Faculty panel was attended by around dozen individuals. It was expressed to the accreditors that the timing of the meeting conflicted with course scheduling, which is why there was lower attendance. Accreditors understand the difficulties in scheduling panels around course scheduling. Overall process was collegial on our end. Common questions asked in these meetings were are we seeing certain items or how we were addressing particular items that they were seen across the board in academia, not necessarily related to specific issues to our institution. Overall results were that they felt we

were performing well and trying to identify how to replicate this with other institutions. One big question that came from one of the meetings was regarding Faculty Senate. They queried who drives the Faculty Senate agenda. Response from our Faculty Senate Chair was that the faculty drive the agenda, not the administration. Students were also an amazing representation of our institution via the student panel.

- Faculty Senator comment – Felt there was a united front from the faculty and there was an emphasis is the faculty are what makes the institution strong. Overall, felt faculty members who attended the different panels/meetings did a great job on emphasizing how great our institution is due to the faculty.
- *Faculty Senate Chair reported that enrollment is up in our institution. Over 1/3 of this enrollment count also includes dual credit and prison ed students. This is total head count (anyone who takes a course at LC State in the Fall 2025 census day count) and not just FTE. Our dual credit numbers are around 35% of the total head count population. We are not quite at our pre-pandemic 2018 numbers. This will be emphasized regarding recruitment over the next few years.*
  - *Faculty senate expressed general concerns on increasing census with decreasing faculty numbers, and increase classroom size caps, and availability of residence halls/living for the student population.*
- *RRF process will open on December 5<sup>th</sup>. If you are assisting with this process through your chairs and deans, you will need to start working on this soon.*
- *Our annual all campus student survey in the first half of November. Encourage students to fill this out.*
  - *Faculty Senator question: Could the administration incentivize via a raffle, etc. to fill out the student survey?*
  - *Faculty Senate Chair response: This is a great idea that will be shared with administration.*
- *Budget holdbacks: State had another press release regarding being short of revenue this year, due to decreased revenue and taxes received, which brings up more discussion of increased holdbacks this year. We are anticipating the same plan the President laid out in the All Campus meeting this year regarding the 3%, 5%, 6% holdbacks. As long as the holdbacks don't exceed these projected numbers, the biggest area of impact will be the adjunct budget. If holdbacks exceed 6%, there may be hard decisions made about current faculty/staff positions. It is possible, since we are in the first quarter of reporting, that in further quarters, we may see state revenue increase. The 3% we are experiencing will continue to be ongoing.*
- *Travel Request Pre-Approval Form: On Provost's website, the Travel Request Pre-Approval Form (Academic Affairs website) is available, as*

*we are asked to complete this form to provide more transparency or accountability in what we are allowed to travel for. Presentations at a conference or traveling with students may be approved. Attending a conference may not be approved for travel. There are still no Faculty Development Grants available as part of the 3% holdback process. Due to this, there are also more stringent regulations on travel. Process for travel is via this Travel Request Pre-approval Form. There are still institutional development grants available, which have not been impacted by budget holdbacks. Divisions may still be able to cover professional development as well if funds are still available in the division. There may be additional reporting requirements if divisions funds are used, so anticipate more steps in the process.*

- *Faculty Senator question: Has there been discussion regarding how this impacts our service or scholarship to the college? If this is restricted or limited on travel to professional conferences, will there be leniency given in how this impacts promotion, tenure, and evaluation process?*
- *Faculty Senator response: In one division, the Provost's office clarified via email if you are presenting or taking students to a professional development event, you do not have to complete the pre-approval form.*
- *Faculty Senate response: Other faculty indicated they were told differently and are having to complete the form even if presenting or taking students to a professional development event.*
- *Faculty Senator response: Was informed if a faculty member paid for travel out of pocket, they may be likely to be reimbursed; however, faculty may have difficulty paying for it out-of-pocket waiting for reimbursement.*
- *Faculty Senate Chair question: Have representatives of the different divisions heard differently regarding the travel/pre-approval conference?*
- *Faculty Senate general feedback was that several faculty were told they didn't need to complete the pre-approval form if presenting for the conference (while still filling out the regular travel paperwork). Some divisions were told they did need to fill out the form. Concern is different divisions are being told different things. Faculty Senate Chair will take this back to administration for clarification.*
- *Administrative update: Hired an IT director – Matthew Burrell. Reported he has been amazing to work with so far. One item discussed was a solution to the question regarding a comprehensive policy manual. He had a suggestion to put in a search box function on the policies page that will only search our policies, not the whole website.*

*No further items for discussion under Chair's Report.*

B. SPRC policy language

- *Call for updates from divisions – need feedback by early in spring as it would impact spring elections. Please continue to gather feedback from your divisions.*
  - *Faculty Senator comment: When reviewing the policy, there are a lot of errors in the policy that need reviewed and corrected. Language is confusing. There is not a lot of instruction in the policy on what we are supposed to do regarding IPC and process. This may be a point to review and add more language as we review the policy.*
  - *Faculty Senate Chair response: We can also do this as we review policy. In addition, SBOE was working on Idaho State policy 2G sections 8, 10, 11 as the legislature is working on getting rid of tenure and promotion entirely. The SBOE is assisting in the process to identify a middle ground between higher ed institutions and legislature. Goal is to let administration have more flexibility in retaining people but would like more language regarding accountability in the tenure or promotion review process. New state policy language may be forthcoming. We won't have much flexibility regarding SBOE decisions. The policy they would enact would be that our own institution will have to draft own policy on what tenure and promotion looks like. We will be looking at these policies again in the future and can protect our people by sharing clear information on how these processes work. Request is to please bring back feedback to future meeting.*

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### C. New Business

#### A. Remarks from Administration

*Deferred.*

#### B. Name Change Support Push

*Faculty Senate Chair report: Two weeks ago, there was an article in the Lewiston Tribune regarding LC State's name change. For faculty information, administration has put information and responses to Frequently Asked Questions on our website Communications & Marketing page ([University - Communications & Marketing | Lewis-Clark State](#)) information they would like the community, faculty, and students to have knowledge of regarding the upcoming name change in order to answer questions with correct information. Items under this content include support of legislature, budget allocations, etc. There has been some pushback on the name change from local legislators who have potential to oppose the name change. We do have support in the legislature and senate who will sponsor the bill, but there are now more questions on the "Why" behind the name change. Recommendation to faculty, whichever side you fall on, is that there is good information on the website that helps faculty to*

*be more informed when communicating with individuals locally. Please read through the information.*

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#### **D. Committee Reports**

##### **A. Budget, Planning & Assessment (Charles Bell)**

*No new reports. Will hold one more meeting this fall to schedule committee members to divisions for RRF process.*

##### **B. Curriculum (Thomas Hill)**

*Curriculum committee is hopeful they will address all curriculum proposals submitted by October 1<sup>st</sup> before winter break. Encouraging the chairs/deans to review all information to ensure timely flow. Faculty Senate Chair reported he has heard positive feedback on the restructuring the Curriculum Committee Chair has done to make the committee more efficient. Kudos to Thomas Hill!*

##### **C. Faculty Affairs (April Niemela)**

*No report. Committee has not met since last Faculty Senate meeting. Faculty Sabbatical recommendations were sent to Provost. No faculty development grants to review this year. Next meeting with Provost will occur in early December to review policies that include Faculty Affairs to determine which policies need lightly revised for accuracy and which need to go back to Faculty Affairs for review or discussion. In January, committee should have more updates.*

##### **D. Student Affairs (Peter Remien)**

*Committee is working on writing a new policy on disruptive students, which is currently in draft. They are currently around halfway through development of policy. One of the goals for the policy is to have a clear mechanism for removing students from class and to outline conditions that need met for the disruptive student to return to the classroom in instance of temporary dismissal. Will have policy to Faculty Senate for review sometime during spring semester. There will be instructor autonomy in the policy. In the policy, it will be clearly defined is what makes a disruptive student.*

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#### **E. Good of the Order**

- Faculty Senator report: We were honored to have the hospitality management program to supply the luncheon for the SBOE visit. Students worked together to provide a four-course meal experience. Compliments offered by the SBOE were that this was one of the best meals that were provided during a SBOE visit. These students did a stellar job in navigating several serious food allergies as well. SBOE wrote each student a personal thank you letter.
- Mixed Modality Courses: Faculty Senate Chair question - How are

mixed modality (section -80) courses going this semester?

- Faculty Senate general response: They are reporting issues with technology and the OWLs in the Smart Classrooms in trying to manage both the online student population and in person population.
- Faculty Senate Chair question: Do you find you are actively trying to manage two different classes at one time with both populations?
- Faculty Senator response: When technology works, it is great. But when technology doesn't, this takes more time to manage both populations.
- Faculty Senator response: With the minimum number of smart classrooms that have the technology to manage section 80 courses, we are experiencing difficulties with getting everything set up when the previous class in the classroom runs over.
- Faculty Senator response: The Super Classrooms have been having difficulties with technology, even with IT help. Sometimes the TV screen won't turn on or the system is unresponsive. Some of the recordings do not record on Teams and won't show up.
- Faculty Senator Chair question: Is there issue with the Teams app on the computer or the Teams app on Canvas?
- Faculty Senator response: Was informed by IT to only use the app for Teams. The microphone isn't great in the classrooms and usually picks up the conversations in the back of the room more. If we moved to mixed modality sections, we need more Super Classrooms but without all the tech difficulties.
- Faculty Senator response: There are issues with timing management and changing timeframes with Teams regarding time zones, etc. It is challenging regarding room reservation scheduling as well, as some of these mixed modality sections may only have 1-2 people in the room, which takes up space that could be used more efficiently. It is difficult to know how students are going to attend in these sections.
- Faculty Senator response: Faculty also communicated is that students were not aware what they were registering for with the mixed modality classes. Some faculty may not be aware of who is going to be online and who is going to be in person. We need to do a more thorough job of communicating with students what they are registering for. CEI calls it a high flex course, so students do not pick how they attend. It would be helpful for students to know when they are going to be online, etc. We are learning how best to use this on campus.
- Registrar response: If you have IT issues on your end in the Smart Classrooms, let the Registrar's office know why there are issues, so we can assure the issues get addressed.
- Faculty Senator question: Are there any numbers on how -80

- has helped improved enrollment on campus?
- Faculty Senate Chair response: There are no solid numbers yet.
- Faculty Senator question: It may be difficult if we are constantly experiencing tech difficulties for those students are choosing to attend class in person if a section 80 class has students who are in person, synchronous and asynchronous.
- Faculty Senate Chair response: Please encourage faculty to email the Faculty Senate Chair if they are having issues with section 80 classes, as he is gathering more information on its deployment for next semester.
- See Tell Now app: Reminder that campus replaced the Student Response Team with the See Tell Now app. Faculty experienced that the app is difficult to find. Response was that there is just a mobile app or a website you can use. There is currently not a desktop app available. Reminder that with immediate emergencies, please continue to call security. Otherwise, entries into the app go through a call center and is triaged.
- Library building will be closed over the winter break for recarpeting to all individuals, including the librarians. The indoor book drop will be inaccessible. The outdoor book drop will continue to be checked by one of the librarians. Librarians/staff will be working from home over break. If students need to check course reserves out, they need to complete this before break. We want to ensure students do not accrue fines as well during this time period if unable to return materials by the due date.
- One more senate meeting two weeks from now (the week before fall break). No meetings scheduled during no final exam week.
- Faculty Senate request for future agenda item: Would like to pursue a 2-day fall break in October to help with student mental health and respite. Who do we take this conversation up with regarding academic calendars?
  - Faculty Senate Chair response: Academic calendar is posted through 2029 and controlled by Administrative Services and submits information to state for approval. We do have a new VP of Administrative Services with whom we can seek clarity on how to pursue this.
  - Faculty Senator question: Could we potentially work on getting at least a 1-day holiday in order to potentially get a shot at approval?
  - Faculty Senate Chair response: Requests that the Faculty Senator work with Faculty Senate Chair on making a focus group to pursue a holiday.
- Winter Revels is in the Admin Building on December 12<sup>th</sup>. Concert following on Everdream Celtic Christmas.
- Revisit discussion regarding Faculty/Staff Recognition Event: We

previously discussed alternative potential for Faculty Recognition Event– brought back to division in the first part of the semester. Would we like to revisit this in the future?

- Faculty Senate Chair response: We will make this a part of the agenda for discussion at the next Faculty Senate meeting. Will also send out an email to Faculty Senators as a reminder to discuss this in the division and bring back feedback.

Motion to adjourn by Marc Reindeau. Motion seconded. Unanimous approval. Meeting adjourned at 4:28 pm.