



Faculty Senate Meeting Minutes

August 28, 2025 | 3:15 p.m. | ACW 134

Virtual Options Via Teams as needed

Present: Charles Bell, Rodney Farrington, Peter Remien, Gina Lott, Jennifer Cromer, Jenna Chambers, Rikki Ober, Eric Stoffregen, Jessica Savage, Rachelle Genthôs, Angela Wartel, Debra Lybyer, Thomas Hill, Christina Brando-Subis, Bowie Rose, Lonny Gehring, Kim Tuschhoff, April Niemela,

Guests: Provost Fred Chilson, President Cynthia Pemberton

I. **Call to Order at 3:15 pm made by Faculty Senate Chair Charles Bell.**

II. **Approval of Faculty Senate meeting minutes from April 24th, 2025**

Motion to approve Faculty Senate meeting minutes by Peter Remien. Motion seconded by Rodney Farrington. Call for vote. Universal approval. No abstentions. Motion carries.

III. **Old Business**

A. Faculty Emeritus Policy Updates

Updates on Faculty Emeritus Policy reported by Faculty Senate Chair Charles Bell. No new policy changes were made yet despite Faculty Senate discussion last semester. Changes discussed were put on pause. The institution will not be making changes this year due to current climate.

Faculty Senator question: Will we be resuming discussion regarding the Faculty Emeritus policy?

Faculty Senate Chair response: The conversations will resume through Faculty Affairs first then directed to Faculty Senate. In discussion with the Provost, the goal of the policy would be to make it more inclusive for faculty.

Faculty Senator question: There is no way to identify or locate Faculty Emeritus online. In addition, these individuals are not marked as Faculty Emeritus in Colleague, which is causing issues accessing resources in the library. The Library has worked with the Registrar to get the list of Faculty Emeriti to update them in Colleague so that they still have access to campus resources, such as the fitness center, but can we address identification on our website.

Faculty Senate Chair response: Discussion has been made with Provost regarding having a website tab featuring our Faculty Emeriti. This topic was also discussed previously in Faculty Association regarding the email situation and migration for Emeriti. Since we transitioned from Gmail to Microsoft, the cost of individual emails went up, so it does cost the institution additional funds. It is possible to identify a low-cost situation for the institution.

IV. New Business

A. Guest: President Pemberton budget updates

The President is here today to respond to questions Faculty Senate might have. Regarding budget cutbacks: LC State is required to complete a 3% holdback on existing budget. LC State had to turn in plan for this. LC State gets a piece of the Normal State Endowment fund based upon money associated with state lands and investments. Pieces of the budget impacted are the appropriated funds and the endowment funds. Dedicated funds and auxiliary funds (like parking funds) are not impacted or subject to holdback of revenue. We do not have a lot of auxiliary funds at LC State (such as Workforce Training), Appropriated dollars serving those units could cause cuts in those areas.

For LC State, we will be giving back from our existing budget (2 months into fiscal year) \$728,400 of recurring monies. We do have reserves but will not be using reserve funds for this situation. Last spring, there was a discussion of employee compensation with an increase of \$1.55 per hour raise based on merit scale. We also had money designated to specific employee groups. The funds left over from these merit funds that were not disbursed to the specific employee groups were allocated to increase IT funding. President received permission to reallocate the remaining dollars to IT.

Ways we made up the \$728,400 deficit.

- *LC State utilized \$79,500 of unallocated CEC funds to use for our \$728,400 deficit.*
- *Decreasing adjunct budget by a third. This usually runs around 3.2 million dollars annually. What this means for LC State is that we may have fuller classes, as we can't employ an adjunct to teach an extra section. We must decrease use of these budget funds to identify \$400,000 to contribute to the deficit.*
- *Vacant positions – any time a position is vacated, it gets placed in a common pot that gets evaluated. Historically, we have given up these positions to pay for faculty promotions, etc. as the state doesn't give any new money. Reallocation of existing dollars is the only way to fund faculty promotions. Over \$222,300 found in vacant positions.*
- *Money in faculty development is on pause as well to contribute.*
- *LC State has also given up \$6,300 HERC allocation funds – funds library, student travel and research. HERC is now included in those funds.*

These cuts help to make up the \$728K for our 3% budget holdback. We have given these funds back and no longer have them in the budget. Now changes are being implemented. We haven't cut any positions or impacted salaries in a negative way. Goal is to hang on and reinforce/support current employees.

Likely there will be a second hold back requested later in the year in October. The potential strategy to deal with a second holdback is to release additional vacant positions or planned vacant positions that aren't filled yet. Goal is to ensure no current employees are impacted. Having all vacant positions which occur because of retirement or movement come back into a common pot is what keeps LC State stable. This changes how we think about personnel resources to take the loss in areas that is not part of the current operation. LC State had to submit a plan for 2, 4, and 6% next year regarding holdback. If we end up repeating the 3% holdback, we will execute the same plan and will continue to operate just how we are right now. At 6%, which is around \$1.4 million, the budget is difficult to manage and could impact personnel and current operations.

Travel has been restricted. The state is scrutinizing all travel. We are working on identifying ways to still have travel but have restrictions on it. This is another way to comply.

The President will let us know at Faculty Senate, Monday Message, etc. to keep faculty informed if there are additional hold backs this year regarding the budget.

All current positions being advertised are good for now. Some positions we currently have may go away (those that were advertised but not filled). Every day this situation changes. The President is staying up to date by participating in multiple meetings.

The State will be shifting from enrollment workload adjustment to outcomes-based funding. This means Retention and Graduation are going to be more important than enrollment. Focus will be on recruitment, retention, and ensuring students graduate on time. All hands on deck are needed to help assist with these areas. One area we have expanded on campus is Student Support Services. This will help us to be proactive if a student is struggling and help them be informed on services.

Based on enrollment workload adjustment, LC State took a \$150,000 hit to budget, which is a 3-year rolling average. All this was factored in, and we are still stable. If we had received monies based on Enrollment Workload Adjustment on enrollment for this year, we would have increased \$800,000 to base budget. Unfortunately, we didn't receive these monies. These funds would have covered the 3% holdback of our budget. President Pemberton is still pursuing the request for these funds.

Request is for faculty to show up to events, help with recruitment activities and help assist the institution. We are the school of choice for the small school

experience. Leverage this and use this in the community for recruitment and retention.

Call for questions:

Faculty Senator question: What are we using to measure completion rate, as the national average is 5 years?

President response: We are using the IPEDs definition. We are aware student demographic impacts this and that this measurement is not one-size fits all.

Faculty Senator Question: How will these budget cuts impact divisions with interim chairs, etc.?

President response: The plan regarding faculty positions is the job between the Provost and Chairs. It will be up to a certain degree with the Provost to make a recommendation on how they fill those positions. Right now, we are told the hold backs are temporary, 1-2 years. Reality is the Idaho DOGE committee has already stated publicly that the reason we had to submit our holdback plans in writing is the state is looking for ways to make the cuts permanent.

Provost response: One reason we haven't made permanent appointments is due to our accreditation cycle, as we wanted to wait until the site visit this September moves forward in case we need to make institutional adjustments. Regarding faculty positions, It could mean we have larger class sizes. Right now, it is a moving target.

Provost updates on DEI audit: We are currently being audited on last Spring's syllabi for DEI information. We are undergoing a DEI audit as well on campus. We are responding daily to requests and reports.

Faculty Senator question: Question for clarification, does interim mean one year?

Provost response: It can be longer than one year. We are continuing our interim positions until we get final approval of changes from our accreditation visit.

Faculty Senator question: Are institutional development funds still available since faculty development grants aren't available? Requesting clarification based on upcoming deadlines?

Provost response: Institutional development funds are still left open for use.

Provost report: We can continue funding CAMP through September. Talent-search (which goes through TRIO) is approved through September and maybe through the final term of the grant (through the end of June). If CAMP and TRIO are no longer able to be funded, we will have to notify individuals they no longer have a position and their jobs are done by September 30th. LC State is unfortunately unable to backfill any grant loss. We do our best to preserve operations, but we may not be able to successfully preserve all operations impacted by federal decisions.

Faculty Senator question: Parking changes have been communicated through Monday message, what is the timeline for when signage goes up? Also, will all

the curbside parking be painted or mapped to ensure those spots are available?

President Response: One consideration for awareness historically is that there are resident parking permits in the normal hill area for certain streets. We get complaints about students from these residents about the fact that our students/faculty/staff parking without a permit who overflow in other areas. Second, we are attempting to ensure that we have funding for 24-7 coverage for campus through Public Safety, radios, etc. This will not generate a lot of money (less than \$10,000 a year) but helps to maintain our camera systems. This revenue will assist with some of those things.

When will it happen? We have a MOU that must be reviewed by the City of Lewiston's legal counsel and our legal counsel. The MOU now will go before Lewiston City Council for review. It is possible it may be derailed. Right now, the timeline can't be determined as it is dependent on Lewiston City Council's decision.

Once we receive City Council approval, we will put up signage and have a two-week adaptation period. Share the information with our colleagues to buy a permit.

Faculty Senator question: Will division chairs be getting information regarding positions that will be staying vacant?

President Response: Assume any position that isn't being advertised is no longer available. Low enrolled courses or programs or areas in which demand is not high will be areas that are cut. Moving forward, if we manage to maintain some vacant position money, those allocations of positions will move to where our enrollment is growing. The President would prefer if we hold responsibility to make the decisions on cuts instead of having legislative directive to cut.

Programs that are growing are also areas of high legislative interest and demand and are less likely to have funding taken away from those areas. Faculty have access to all the enrollment data for these programs. If the program is shrinking, it is important to focus on increasing recruitment and retention.

Be supportive of each other and recognize everyone impacts the whole. Do our best to be 110% committed to our institution and mission. Do not give people reasons to be cranky or lash out at us.

B. Guest: Provost Chilson on Accreditation site visit

Provost report: Vice President Anderson and Provost Chilson will be going around and presenting the different dashboards available to divisions and speaking to the accreditation visit. Our accreditation will want to do a site visit in CDA on the same day SBOE will be on campus, so some administration will be divided for the different visitors.

Reminder to contact Provost Chilson via phone or email with questions.

As the President was talking about curriculum being cut in different states (Indiana, Utah), one of the items the deans and faculty looked at last year is our curriculum. An institution our size, the average number of programs is around 30-60. LC State had around 224 programs at our institution, many of these programs duplicates. When you are looking at enrollment numbers, many of the duplicates are under-enrolled. The Program Prioritization committee worked on making overarching programs and designating emphasis areas or endorsement areas, trying to be strategic and not impact programming. LC State offers more programs than Idaho State University. We still have 64 programs to review and discuss this year. We do not want to have legislature come in and cut our programs for us or mandate cuts for any program with less than a certain number of students.

Faculty Senator question: How will students know in CTE how to get their emphasis in their AAS degree?

Provost response: It is possible to develop those certificates in CTE. Please reach out for questions and clarification.

Faculty Senator question: Does the open records request we have regarding DEI impact our accreditation visit?

Provost response: Our accreditor is housed in Seattle and has been overall support of inclusion of DEI. In a discussion during a conference in Seattle, our accreditors were informed we are unable to report or identify principles of DEI in our self-study as we cannot report on it. Provost was assured by the President of Northwest commission that we are okay not to report on those items. The President of the NWCCU went before our state legislature and repeated the same thing. He has retired, so we are doing our best to be a representative of our region with the changes in leadership. Right now, we have answered all the questions for accreditation and represent our institution well. Reminder, as faculty, our role is to educate the students.

Thank you to the Registrar for working hard to ensure we have safeguards in place regarding DEI requirements.

Faculty Senator question: Are we covered for now regarding DEI with the new syllabi addendum?

Provost response: We do not know yet. The syllabi addendum and other items were ran before our legal counsel for input. If you have concerns about particular courses, reach out to me directly. I can reach out to the attorney for consultation.

Faculty Senator question: When will we be allowed to travel?

Provost response: If you are attending to present at a conference, etc. we may be able to fund this. If you are attending a conference for faculty development, they may ask if it is possible to attend virtually. We need to make sure we have a process in place in case we get audited.

Faculty Senator question: If travel is for recruiting or internal travel related to our job or the state, how would I go about getting travel reimbursed?

Provost response: If travel is for recruiting or internal and necessary for the state, we have a process to cover this. Out-of-state travel we must keep a handle on.

Faculty Senator question: If I pay ahead for a conference where I am going to be presenting in order, would I get reimbursed.

Provost response: If you know you will be presenting, the division should book it for you. Otherwise, the Provost will discuss a process with the deans.

Provost question: How has campus been with students returning these past two weeks?

Faculty Senate general response: Overall, students have been happy to be back and have an overall positive affect.

Faculty Senate response: We have been having issues with technology this semester, mainly Teams issues and integration into Canvas.

Provost response: Please email the Provost office, so he can reach out to IT to see if issue has been resolved. It has been a learning experience with the Teams integration.

Faculty Senator question: A student having an issue with an online course, and the course was scheduling a meeting time for the online course and causing course conflicts. Has this been resolved?

Registrar response: We were having issues with classes being designated as a section 70 course, and it is really an online course (section 60). This caused the issue you are describing.

Provost response: Will work with the Registrar on this. Please work with your division chair as well.

Faculty Senator question: We were in the group who were eligible for promotions the year there was no promotion funding. The next year, a large number of people applied who waited until funding was available. Will promotion monies be impacted with budget holdbacks:

Provost response: We have budgeted to ensure we can cover promotions this year. Provost stated he will be a strong advocate for sabbaticals and promotions.

Faculty Senator question: Is there a possibility to take advantage of the programs cut in Utah to help increase our enrollment/recruitment?

Provost response: We can anticipate based on how Utah is historically handled what is coming down to us. What matters most is teaching the students.

C. Hearing Board Division Chair appointment

Needs a division chair representative on hearing board. Jennifer Weeks – chair in T&I has volunteered as the division chair representative for a three-year term (25-28). The alternate position is open for one year. Rachel Jameton – chair of PLMSS, has volunteered to sit for the alternate position, which is a one-year position (through 27).

Motion to approve both nominations for the hearing board (Jennifer Weeks as division chair representative and Rachel Jameton as division chair alternate) from Peter Remien. Motion seconded by Jessica Savage. No further discussion. Call for vote. Unanimous approval. Motion carries.

V. Committee Reports

A. Budget, Planning & Assessment (Charles Bell)

Committee has not met this semester. No report.

B. Curriculum (Thomas Hill)

No report. First meeting scheduled for September 9th. Will be holding a committee meet and greet next week.

C. Faculty Affairs (April Niemela)

Committee has not met this semester. No report.

D. Student Affairs (Peter Remien)

Committee has not met this semester. No report.

VI. Good of the Order

Introductions made of new committee members/Faculty Senators.

No further items for the good of the order.

Motion to adjourn by Rodney Farrington. Motion seconded by Rachelle Genthôs.

Unanimous approval. Meeting adjourned at 4:40 pm.