

April 2, 2007
President's Cabinet
Hatch A – B SUB
2:00 p.m.

Summary of Action

In attendance: See attached list

President's Report

Dr. Kustra has received input that the President's Cabinet meetings tend to be lengthy and less frequent than necessary, so the amount of time allowed for today's President's Cabinet meeting would be limited to one hour. Stacy Pearson is working on a plan that will facilitate the review of policies through a new mechanism that will provide a more open approach and the opportunity for direct input from across campus. Thus, this will be the last meeting of the Cabinet. The new approach will begin in Fall 2007.

I. Consent Agenda

- A. **Information Privacy Security Policy & Incident Response Procedure** - Stacy Pearson reported that it has been necessary to implement this policy because of the frequency of incidents requiring clarification.

- B. **Classified Employee Performance Evaluation Policy and Professional Staff Employee Performance Policy** – Both of these policies are on the agenda for review. Changes to the Classified Employee Performance Evaluation Policy were made in response to new legislation passed this session. The changes are being carried through to the Professional Staff Policy as well for consistency in the evaluation process.

III. UNIVERSITY POLICIES

Pets on Campus (Final Reading) – This policy was created primarily to cover office and employee situations. Student Housing has their own policy concerning pets. A discussion ensued regarding whether the policy should prohibit pets or simply oppose them on campus, with only those that are nuisances subject to prohibition. It was noted that some departments have pets as regular visitors without incident. Stacy Pearson expressed concern over liability if an incident does occur. Policy writers should consider the input and dilemma and develop compromise language.

- A. **Memberships in Organizations Policy** (Final Reading) – Stacy briefly explained the policy and that this change is a directive from the governor's office. State funds may be used to pay for memberships, but with much stricter conditions. Hearing no objection, this policy will be effective July 1, 2007.

- B. **Smokefree Campus** – Exception to this policy will be related to entertainment venues. Mr. Schlapper would like to conduct a survey of patrons of the alumni association, etc. for input on this policy. The statistics on smoke-free campuses reveals that 16 schools across the country have implemented a smoke-free policy before now, but were

historically smaller schools and community colleges. Now there are 43 institutions participating, including much larger schools.

Faculty Senate feels that the first steps have been taken to restrict smoking by marking entrances, but there was comment about whether or not the “Smoke-Free Entrance” signs are technically understood and that they need to be clarified and implemented first. Mr. Schlapper does not think it is possible to mark all 970 entrances effectively or enforce it. There was some discussion about designated areas for smokers. Ideally, at fall semester 2008, an assessment of effectiveness should be done. It is estimated that 10% of students on campus smoke and 16% of employees. Mr. Schlapper stated that it is important to the success of the program to educate, notify and communicate the smoking policy to the campus community. Due to the various concerns regarding implementation, this policy will be held pending further discussion.

III. University Policies – First Reading

- A. **Classified Compensation Policy** – A meeting was held with the classified senate and several revisions to this policy were made. Changes and differences between DHR and Boise State University policies were discussed. If there are any questions about significant changes, it was suggested to call Jane Buser.
- B. **Mobile Communications Devices Policy** – In response to IRS regulations, the university will no longer purchase cellular phones for employees. Instead, employees may now apply for a taxable monthly allowance to cover business use of personal cell phones. As such, existing University cell phone contracts will not be renewed. Employees with University owned cell phones will work with OIT to transition to a personal cell phone. This new policy will be effective July 1, 2007.
- C. **Course Materials** – This topic was discussed by David Saunders, President of Faculty Senate. The policy was developed as a way to control course materials written by faculty.

IV. Parking Permit Increase – Jared Everett talked about the upcoming rates for the parking structures once the new one is completed and what is being done to encourage mass transit usage; i.e., increase in bus shelters and routes from Nampa, etc.

Other/Announcements – Dr. Kustra announced that Howard Smith has been named V.P. of University Advancement. He thanked the employees who are retiring after many years of service to the University – Dick Rapp and Larry Barnhardt. Diane Schooley has been named Interim Dean of the College of Business & Economics.

May 22nd is the day for the community college vote, which needs a 67% majority to pass.

Goldwater Scholarships: There are only four of these scholarships offered to Idaho students, and we are proud of the fact that two of the recipients are at Boise State.

There being no further business, the meeting was adjourned at 3:20 p.m.

Attendees – President's Cabinet April 2, 2007

Vice Presidents / Associate Vice Presidents

Provost: Sona Andrews

Vice President for University Advancement: Howard Smith

Vice President for Finance & Administration: Stacy Pearson

Vice President for Research: Mark Rudin

Associate Vice President for Finance & Administration: Jo Ellen DiNucci

Associate Vice President for Campus Planning and Facilities: James Maguire

Associate Vice President for Student Affairs: Richard Rapp

Associate Vice President and Dean of Enrollment Services:

Associate Vice President for Academic Planning: Jim Munger

Associate Vice President & University Counsel: Kevin Satterlee

Deans

College of Applied Technology: Larry Barnhardt

College of Social Sciences & Public Affairs: Suzanne McCorkle, Interim

College of Arts and Sciences: Marty Schimpf

College of Education: Diane Boothe

College of Health Sciences: Jim Girvan

Extended Studies: Mark Wheeler

College of Business & Economics: Diane Schooley-Pettis, Interim

Graduate College: Jack Pelton

Engineering: Rex Oxford for Cheryl Schrader

University Libraries: Marilyn Moody

Directors and Others

Director, Human Resources Services: Jane Buser

Director, Alumni Association: Mark Arstein

Director of Communications & Marketing: Bob Evancho for Frank Zang

Special Assistant to the President: Ross Borden

Director, Boise State West Campus: Dennis Griffin

Executive Director, Office of Information Technology: David O'Neill

Director, Internal Audit & Advisory Services: Keith Hasselquist

Executive Director, Health, Wellness & Counseling: Ferd Schlapper

Director, Security, Parking & Transportation Services: Jared Everett

Director of International Programs: Sabine Klahr

President, Faculty Senate: David Saunders

President, Association of Classified Employees: Gaynel Barzee

President, Professional Staff Association: Jared Everett

Students

ASBSU President: Amy Ortmann

ASBSU Vice President:

Guests/Others:

Alicia Estey: Finance & Administration

Niki Callison: Admissions – Professional Staff