

LCSC Faculty Association

**Approved Minutes**

March 23 /Latit'áal 23 - 2017

MLH 100

**Present:** Barbara Barnes, Alex Bezzerides, Lynne Bidwell, Jim Bowen, Matthew Brady, Scott Brainard, Ayodeji Arogundade, Susie Bunt, Amy Canfield, Jenna Chambers, Jennifer Cromer, Harold Crook, Marlowe Daly-Galeano, Kacey Diemert, Rhett Diessner, Diane Driskill, Laura Earles, Randy Eriksen, Mary Flores, Brian Fannesbeck, Martin Gibbs, Clarence Griffin, Marcy Halpin, Krista Harwick, Marilyn Heckendorn, Andena Hibbard, Leif Hoffmann, Lorinda Hughes, Nancy Johnston, Jay Kimble, Cathryn Kenyon, J.R. Kok, Debbie Kolstad, Billy Lemus, Timothy Lynch, Elizabeth Martin, Eric Martin, Gary Mayton, Robert McDonald, Heidee McMillan, Ed Miller, Joni Mina, Heather Moor, Benjamin Morton, Teresa Nash, Susan Odom, Michelle Pearson-Smith, Peter Remien, Marc Riendeau, MaryLou Robinson, Josh Rogers, LaChelle Rosenbaum, William Schlosser, Mark Smith, Gwen Sullivan, Cara Thompson, Samantha Thompson-Franklin, Luke Thomas, Amanda Van Lanen, Heather Van Mullen, Angela Wartel, Jennifer Weeks, Kathy Wilcox, & Scott Wimer

**Guests:** Tony Fernandez, Andrew Hanson, Lori Stinson, Kati Wilson

1. Call to Order: 3:16pm by Harold Crook

“Thank you” expressed for Faculty Senate/Association Webmaster & Secretary.

- 2. Consent Agenda**

- a. Approval of the Association minutes from meeting 1/12/2017 (minutes are posted on the Association website: <http://www.lcsc.edu/faculty-association/faculty-assoc-agendas-minutes-2016-17/>)

- b. Treasury report (03/23/2017): LOCAL - \$2,095, BENEVOLANCE - \$3,129

Motion to approve the consent agenda by Eric Martin, seconded, approved unanimously.

- 3. Reports**

- a. Tony Fernandez, President

Recently in Billings, Montana to support the Women’s basketball team as they magnificently represented LCSC in the NAIA National Tournament. Has been kept up to date on Idaho Legislation; especially items of particular interest, which include the Budget with line items for LCSC kinesiology positions. This did pass with a large majority vote. On the agenda for the House tomorrow is another bill, which he is confident will be successful in order to receive the appropriation for the CTE structure.

Current Capitol projects:

1. Harris Field seating essentially done, there are other aspects still ongoing; however, that is a separate project. This includes the façade and the scoreboard, which have been funded by donations.
2. Digging up old foundations to level the field for intramural activities.
3. Spalding hall asbestos abatement workers have finished the majority of their work, as there wasn’t as much as originally thought.
4. NIC collaborative education facility: President Fernandez gives thanks to Andy Hanson & Todd Kilburn for their work on this. Open sessions will be held for

information. Shared student services, administrative services, and multiple classrooms at the CDA campus.

5. CTE building: 10 million investment by the state if it passes the House. We do need to match that and we have reserves to use that as well as getting donations from local industry. This will be in the Orchards next to the new high school

b. Andy Hanson, VP for Student Affairs

Brief update about enrollment and Fall 2017:

Looking very good as enrollment is tied to revenue. Applications are up 14% currently, scholarships 12%, housing applications are up 30 people.

High school registration activities are going last and this week and there are more students than previously.

We are also nearing the end of phase II for strategic enrollment planning which he and Lori Stinson have been working on. Academic enrollment targets for programs have been reviewed and his office will work on recruitment to meet those targets. Ambitious scholarship for current programs with capacity but not enrollment, and now have some strategies for recruiting specifically nationally. Seah Gehrke previously performed valuable statistics on student enrollment and factors of retention and degree completion. Our assumptions were determined to be unfounded, so work is focused on fixing goals. Working now on a retention program using the actual data; Deborah Kolstad is working on the retention plan which will be sent out to campus for input.

c. Kati Wilson, Asst. Director of Institutional Planning, Research, & Assessment

Dashboard to get basic information from Faculty.

Found on intranet "assessment and planning" Dashboard (IPRA) reports are available and she is showing how to access them. There are statistics here that can be tailored for information r/t specifics (i.e: program, gender, location). Enrollment, headcount, graduation, etc.

Student Course Evaluations went out to Divisions this week. You can use black/blue ink. Please do not photocopy the bubble forms. All CDA courses are online. For in class students they are scheduling computer lab time to ensure they get adequate feedback. Reminder that students can do these on their phones through the Bb9 app.

**4. Approval of Honoraria for Secretary-Treasurer and Web-Master.**

Traditionally these two positions have received a stipend as compensation for their duties in the Senate: Lynne Bidwell and Michelle Pearson-Smith

Motion to approve by Samantha Thompson-Franklin, seconded, approved unanimously.

\*\*Again Harold encouraged faculty to participate in payroll deduction for faculty funds.

**5. Approval of the Spring 2017 Graduation List.**

699 degrees with several people having more than one degree so less actual graduates.

Motion to approve by Laura Earles, seconded, approved unanimously.

**6. Faculty Senate and Committee Elections**

As of 0837 May 12, 2017 Harold will be "free" and Amanda Van Lanen will assume duties as Faculty Senate Chair. Paper ballots distributed (included on page 5) for other positions as listed below with election results immediately following:

- a. Faculty Senate Chair-Elect for 2017-18 (followed by 1 year as Chair)  
Jenny Light; DONSAM
- b. Faculty Senate Secretary-Treasurer for 2017-2018  
Michelle Pearson-Smith; NHS
- c. Standing Promotion Review Committee (SPRC) for 2017-2018  
Cara Thompson; BTS
- d. Standing Tenure and Promotion Review Committee (STPRC) for 2017-2018  
Rachael Jameton; TLC
- e. Benevolence Committee for 2017-2020  
Teri Rust; SS
- f. General Education Committee for 2017-2020  
Applicants and Candidate Statements below:  
Kristy Johnson; NHS

Candidate Statement:

I am interested in serving on the general education committee. I enjoy discussing curriculum and applying educational concepts/theory to academic decisions.

Jay Kimble; T&I

Candidate Statement:

I am very interested in this committee. I was approached by my chair to see if I would be interested in being on the General Education Committee and I didn't even think twice. Being on this committee will help me to understand the General Education Core so I can advise my students better. I will be able to bring a CTE perspective to the committee and give input that will be beneficial to the college as a whole. It has been years since the Technical & Industrial Division has had representation on this committee. I hope that you consider me for this committee position.

Beverly Kloepfer; NHS

Candidate Statement:

I would be interested in serving on the GEN-Ed committee. The general education core that student complete to receive a degree for any university serves as the foundation for moving forward with their upper division choice of study. Connecting GEN-ed requirements and choices to assist a diverse group of students with varied choices only makes education rich. Being apart of this process is essential to higher learning.

Brett Morris; BUS

Candidate Statement:

Some view core coursework as something to be completed and forgotten. In contrast, I see the core as providing both vision and support for degree programs and for life. These programs are critical to the preparation of broad-minded, capable individuals consistent with the classic principles of liberal education. Care is needed in protecting, shaping and promoting this portion of our educational program.

I've worked with the SBOE and faculty on these issues in the past as a member of the president's executive committee at another Idaho higher

education institution. I've also taught classes in four of the six SBOE prescribed competency areas as well as teaching or supporting efforts in our locally derived competency areas of diversity and interdisciplinary capstone learning.

I would welcome the opportunity to serve on this committee to do my part in promoting the growth and discovery that comes through our general education efforts here at LCSC.

***Positions a-e in the minutes were approved as written and for the General Education committee (f) Jay Kimble and Brett Morris were confirmed with paper ballots.***

**7. Floor opened to nominations for Emeriti:**

*Nomination letters included on pages 6-11*

Emeriti

Rhona Alboucq: 16 years; BTS, nominated by Cara Thompson.

Laura Bracken: 25 years; DONSAM, nominated by Ed Miller.

Susie Bunt: 17 years; NHS, nominated by Brian Fannesbeck

Marilyn Heckendorn: 17 years; NHS, nominated by Michelle Pearson-Smith

Randy Martin: since 1997; BUS, nominated by Randy Erikson

Susan Odom: 23 years; NHS, nominated by MaryLou Robinson

Kathie Wilcox: here since 1993; HUM, nominated by Sean Cassidy

Accept nominations and close the floor.

**8. Good of the Order**

Leif Hoffmann: Reminder that Art Under the Elms Festival also with Food and money fundraiser for 5 local organizations. Volunteers are needed!

2nd annual Rock the Walk: begins April 3<sup>rd</sup> March 31<sup>st</sup> is the registration deadline

Thank you to Harold Crook from Lynne Bidwell and the entire faculty association.

**9. Adjournment**

Motion to adjourn by Bev Kloepfer, seconded, unanimously approved.

**FACULTY ASSOCIATION BALLOT**

Lewis-Clark State College

MARCH 23, 2017

**Faculty Association/Faculty Senate**

Chair-Elect for 1 year (then 1 year as Chair)

Jenni Light	
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Secretary-Treasurer for a 1-year term

Michelle Pearson-Smith	
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**Standing Promotion Review Committee**

ONE Chair for a 1-year term

Cara Thompson	
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**Standing Tenure and Promotion Review Committee**

ONE chair for a 1-year term

Rachel Jameton	
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**General Education**

TWO members, each for a 3-year term

Kristy Johnson (NHS)	
Jay Kimble (T&I)	
Beverley Kloepfer (NHS)	
Brett Morris (BUS)	

Note: Only 1 individual from NHS can be elected.

**Benevolence Committee**

ONE member for a 3-year term

Teri Rust	
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## Emeriti Letters:

### **Kathy Wilcox: HUM:**

Harold Crook  
Chair of Faculty Association

I am writing, representing the Humanities Division, to put forward the nomination of Professor Kathie Wilcox for emerita status. She will be retiring at the end of this academic year and, from the viewpoint and opinion of our Division members, qualifies in all respects to be granted this title and honor.

Here is the information you requested:

- 1) Name of nominee – Dr. Kathie Wilcox
- 2) This letter serves as the ‘nomination letter.’
- 3) Dr. Sean Cassidy will make the nomination and provide praise for Kathie at the next Association meeting on 3/23.

The Division reviewed the emeritus/emera criteria and a majority of the faculty voted to nominate Kathie. I am in full support.

Most sincerely,



Martin Gibbs  
Chair, Humanities Division  
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This letter is in support of granting Dr. Kathie Wilcox emeritus status at Lewis-Clark State College (LCSC). Emeritus status is “a traditional means of honoring a faculty member with long and distinguished service.” Dr. Wilcox began teaching at Lewis-Clark State College in 1993. In the years since she first walked up to a chalkboard, Dr. Wilcox has garnered the praise and affection of her students and colleagues. In 2003, she was awarded the H.L. Talkington Achievement Award for Outstanding Commitment to Teaching Excellence.

She is the very definition of the word “service,” having served as Chair of the LCSC Faculty Association, the Idaho Council of Higher Education Faculty, the LCSC Curriculum Committee, the Budget Liaison Committee, the Faculty Affairs Committee, and the Faculty Promotion Committee. These are only some of the committees Dr. Wilcox has chaired and only a fraction of the many committees on which she served as a committee member. She has ably represented the faculty in dealings with the administration, the State of Idaho, and the communities of Lewiston and Coeur d’Alene.

Although her formal service record is impressive, it is only part of the “service” she has rendered her colleagues and the school. Her collegial spirit has

manifested itself in many warm and endearing ways. She is a survivor of cancer and has been a source of comfort and consolation to those of us who have had our own battles with disease and loss. Working with other members of the LCSC community, she lifted our spirits through her performances with the whimsical and aptly named musical group The Supremely Pointless Sisters. While living in Lewiston, her home became a type of salon for members of the campus. Good conversation paired with delicious food was just a short walk away from campus.

Therefore, let it be known that the Humanities Division enthusiastically and unconditionally recommends that Dr. Kathie Wilcox be awarded emeritus status.

**Laura Bracken: DONSAM**

Harold Crook,  
Professor, Humanities Division and  
Chair of the Faculty,  
Lewis-Clark  
State College

Friday, March 10, 2017

Professor Crook,

On behalf of the Faculty of the Division of Natural Sciences and Mathematics, and by vote of the Faculty of the Division, it is my pleasure to nominate Laura Bracken for Emeritus status.

Laura began as an adjunct instructor in 1992; she was hired to rescue the unsuccessful developmental math courses and eventually created a developmental math *program*. Along the way she developed three entirely new courses for our most at-risk students and rebuilt the two extant ones from the ground up. She served as developmental math coordinator and wrote in-house texts for each of the developmental math courses. Her excellent student evaluations and superior course success rates witness her effectiveness both as a designer of curriculum and as a classroom instructor.

Although instruction is far and away the largest responsibility of a member of the Faculty of Lewis-Clark State College, it does not exist in a vacuum. Sticking to the highlights of her service; Laura hosted many dinners for job candidates in DoNSaM; she served on faculty committees and the Faculty Senate; she even served two terms as Secretary of the Faculty. She worked with the Clarkston Schools Math Curriculum Committee, the Lewiston Schools Facilities Review Committee, and the Developmental Mathematics Committee of the American Mathematical Association of Two Year Colleges.

While the lecturer and instructor ranks are not generally associated with a strong program of scholarship, Laura's scholarship would be exceptional for a full professor. She averaged more than a professional presentation and a half per year. She attended conferences in many states, Canada, and the Czech Republic. Laura is the coauthor of four text books: Investigating Basic Mathematics and

Investigating Prealgebra with Hazel McKenna, and Intermediate Algebra and Elementary Algebra with Ed Miller, IA and EA in two editions each.

Laura Bracken has dedicated a quarter century to helping the students who are least likely to succeed in college, here at Lewis-Clark State College, locally, regionally, and nationally. Without her efforts, the graduation lists would be noticeably shorter.

Sincerely



Edward S. Miller  
Professor, Division of Natural Sciences and Mathematics.

### **Marilyn Heckendorn: NHS**

Faculty Emeritus Nomination  
Ms. Marilyn Heckendorn MS, BSN, RN  
Associate Professor of Nursing DNHS

It is with honor that I, Michelle D. Pearson-Smith nominate Ms. Marilyn Heckendorn to the status of faculty emeritus for the Division of Nursing and Health Sciences. She has been a sound mentor, loving friend, and esteemed colleague.

Ms. Heckendorn began her position here at Lewis-Clark State College in 2000, while residing in Moscow with her husband. She has consistently taught courses related to management and the professional role of nurses; but has also served in many positions for the DNHS beyond the classroom setting. She has been clinical faculty, BSN Basic Track coordinator, Idaho Student Nurses Association faculty advisor, and Chair of the Admissions, Advising, and Progression Committee for the BSN Basic track.

She has always been willing to accept additional duties and has a keen eye for improving day-to-day activities for both students and faculty based on education or research she has found. I know that on school breaks or holidays Ms. Heckendorn is still evaluating the practice of nursing from both the practicum and classroom point of view for improvements in the next semester. She also continually evaluates and makes changes to her courses based on student feedback.

She will be fondly remembered for some significant contributions in the form of spreadsheets, tables, rubrics, and helpful handouts. Many of these are documents that make all of the faculty jobs easier and have been in existence for the duration of her tenure. Included in this list are the Clinical Evaluation Tool. This is used for “grading” our practicum students and is structured on the American Nurses Association Standards of Practice. This tool helps show the progression in performance expectations of skills, knowledge, and attitudes throughout the entire BSN program. The Just In Time packet she created for clinical preparation assisted in placing distance students into practicums and preparing students before the actual hands-on-experiences in the acute care setting. Most notably (in my mind) though is her algorithm for admitting students into the BSN program. This tool allows her committee to consider the



multiple variables included in the admission process in a consistent approach each semester. Like her courses though, this document is constantly reviewed, evaluated, and updated.

Ms. Heckendorn planned, organized, and implemented a Statewide Nurse Educators conference held at LCSC from which the keynote speaker planted the seed for adding genetics to the program curriculum. She developed an admissions program for active duty military personnel to make our programs eligible for students in scholarship programs in both the Navy and Air Force. Her ISNA students were able to attend a national conference because of their work at WSU concessions where they also earned the highest one-day sales record at the time...over \$1600. (That's a lot of cheesy pretzels!)

As you can clearly see, anything that Ms. Heckendorn was involved in was of high quality. Her contributions overall are so much more important than this list; and her dedication to LCSC, the DNHS, and the BSN program have been overwhelming.

Respectfully submitted,  
Michelle D. Pearson-Smith

### **Randy Martin: BUS**

Harold,

The Business Division faculty voted unanimously in favor of Randy Martin being considered for Faculty Emeritus.

*Delta Heath Simpson PhD, CMA*  
*Chair, Business Division*  
*Lewis-Clark State College*  
*500 8<sup>th</sup> Avenue*  
*Lewiston, ID 83501*  
*Phone: 208.792.2895*  
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### **Rhona Alboucq: BTS**

Faculty Emeritus Nomination for Rhona Alboucq

The Business Technology & Service division would like to nominate Rhona Alboucq for faculty emerita for her 16 years of dedicated service to Lewis-Clark State College.

Rhona came to LCSC from the medical industry where she worked for eleven years as a business manager for a group of family physicians at the Lewiston Medical Center. Because of her many years of work experience and her ability to mentor and train others, she was a natural fit for a teaching position in BTS. In keeping with LCSC's mission of "Connecting Learning to Life," Rhona was awarded the Certified Professional Coder designation through American Academy of Professional Coders in 2008. She also earned certification for the ICD-10 classification system in 2015.

Along with her teaching duties, Rhona has always been in faithful service to our campus by participating in campus and division committees. She has served on the BTS Leadership Committee and several promotion and search committees. As far as campus committees, she has served on Faculty Affairs and Faculty Senate, among many others.

In addition to managing her own Administrative Medical Assistant program, Rhona was instrumental in working to get the Medical Assistant program implemented. She played an even bigger role in getting the Medical Assistant program accredited in 2004. She put in countless hours and attended conferences and meetings to ensure the program would meet the standards

set forth for accreditation. Rhona has played an integral role in teaching many of the accreditation standards that are required (and get revised) for the Medical Assistant program. She was also key in preparing for the successful 10-year site visit to maintain accreditation, which passed with high marks from the accreditation site visitors.

Rhona is an excellent instructor, one to which we all aspire. It is evident by her student evaluations how much she cares for her students and their success. She strives to keep up with industry standards to ensure her students are well prepared for the workplace and is very involved in helping her students find jobs in their field.

The following words could be used to describe Rhona – dedicated, loyal, reliable and integrity. Rhona has faithfully and cheerfully fulfilled her role as an instructor, mentor, and friend to all of us.

The Business Technology & Service Division proudly nominates Rhona for faculty emerita.

**Susan Odom: NHS**

3/10/2017

Faculty Senate/Association Chair Harold Crook  
Provost Lori Stinson  
President Tony Fernandez

Dear Dr. Crook, Provost Stinson and President Fernandez,

The Division of Nursing and Health Sciences is pleased to nominate Dr. Susan Odom, Professor of Nursing, for Faculty Emeritus status. Dr. Odom is retiring from LCSC at the end of AY '16-'17. Her service to LCSC has been distinguished throughout her career.

Dr. Odom has met the criteria for emeritus status. She has served LCSC full time for 23 years, since 1994. She has met the minimum age for emeritus status. Dr. Odom was unanimously approved for nomination to emeritus status by the Division of Nursing and Health Sciences.

Dr. Odom has been certified as a Critical Care Registered Nurse. She has taught in the basic BSN and online RN-BSN tracks of the nursing program. She has taught Fundamentals of Nursing, Assessment, Medical Surgical Nursing and Nursing Research. She has worked with both clinical and nursing theory courses. Dr. Odom has been a member of Sigma Theta Tau – the nursing honorary society and the Idaho and American Nurses Association. She served as a member and chair of the Idaho Board of Nursing from 2004-2016. Dr. Odom works with the Gritman Medical Center Education department and facilitates Certified Nursing Assistant practicum experiences.

Dr. MaryLou Robinson will nominate Dr. Odom for Faculty Emeritus status at the 3/23 Faculty Association meeting.

Respectfully,



**Susie Bunt: NHS**

3/10/2017

Faculty Senate/Association Chair Harold Crook  
Provost Lori Stinson  
President Tony Fernandez

Dear Dr. Crook, Provost Stinson and President Fernandez,

The Division of Nursing and Health Sciences is pleased to nominate Ms. Diana Susie Bunt, Associate Professor of Nursing, for Faculty Emeritus status. Susie is retiring from LCSC in May, 2017. Her service to LCSC has been distinguished throughout her career.

Susie has met the criteria for emeritus status. She has served LCSC full time for almost 17 years; over 13 years from 1983-1996, and again 2014-2017. She has met the minimum age for emeritus status. Susie was unanimously approved for nomination to emeritus status by the Division of Nursing and Health Sciences.

Susie has been certified as an Advance Registered Nurse Practitioner and Clinical Nurse Specialist in adult psychiatric and mental health nursing. She has taught in the basic BSN and online RN-BSN tracks of the nursing program. She has worked closely with community partners to place students in community nursing experiences. Susie is active as an officer in several nursing organizations. She serves on the Medical Reserve Corps, the Idaho Program for Recovering Nurses Advisory Committee and is a core member and officer on the Lewiston Clarkston Veterans Council which advised the local VA Clinic.

Mr. Brian Fennesbeck will nominate Ms. Bunt for Faculty Emeritus status at the 3/23 Faculty Association meeting.

Respectfully,



Dr. MaryLou Robinson  
Chair, Division of Nursing and Health Sciences