

October 14, 2025

2:30-4 pm

<https://isu.zoom.us/j/89884125854?pwd=LW0rQ3pGsDbKKoyBdZbCkLlxFtvFWk.1>

(Reminder - **only** print first page)

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1. Doug McGee - *Assessment Reports Specialized accreditation with an annual report needs to be shared. If you don't have any program learning outcomes, you need to fill out the report on the website. If multiple years, but nothing is submitted annually, departments may not have to submit an annual report. Doug can check with Cindy though who would know more about that. He can let us know.*
2. Representative for Library Committee needed
3. Travel between Idaho Falls/Pocatello for teaching-reimbursement *The college has funds that support travel for faculty who are teaching/meeting on campus that is not their primary assignment. Use the index AEGR04.*
4. Feedback from IPO re reference letter guidance
  - a. *When it comes to writing reference letters for visa applications, we typically seek advice from an outside ISU-approved immigration attorney's office, who consults with us on the ISU green card application. Other than that, we do not have any other resources.*
5. Dean's Council Updates - *Have to figure out how to cut \$8+ million dollars from the budget. There is no exact plan yet. Likely to include some reorganization. More to come in the next 3-4 weeks. A video from the president will be coming out tomorrow.*  
*Revised State Policy 2G is going to require changes to Tenure Policy, Faculty Ethics, Eval of Academic Administrators, policy of program reduction, discontinuance or substantial change, students won't be voting members for tenure committees.*
6. Hiring Best practices *Department leadership shared their best practices for the hiring process from how they hire, form search committees, conduct interviews and make offers.*
7. Student Club Leadership Contacts and Advisors Information- please email to April
  - i.  Student Clubs and Orgs - Please check for accuracy