



IOWA STATE UNIVERSITY
Faculty Senate

EXECUTIVE BOARD MEETING MINUTES

Tuesday, April 2, 2024 – 3:00-5:00 p.m.

107 Lab of Mechanics

Attending (13): Parsa, R. [Pres-Elect], Perkins, J. [Past Pres], Wallace, R. [Sec], Bigelow, T. [RPA & ENG CC], Butler, A. [LAS CC], Day, T. [VET CC], Frank, M. [Gov], Freeman, S. [J&A], Gillette, M. [HSC CC], Hornbuckle, B. [FDAR], Janvrin, D. [BUS CC], Schieltz, J. [Acad. Affairs], Smalley, S. [CALC CC].

Absent (2): - Bennett-George, S. [President], Wheeler, A. [DSN CC]. A quorum was determined to be present for the meeting.

Provost Office (3): J. Wickert [Provost], D. Bratsch-Prince [Assoc. Provost], A. VanderZanden [Assoc. Provost]

Guests: Knief, A. [Parliamentarian]

1. Call to Order – President-Elect Parsa called the meeting to order at 3:03 pm

2. Consent Agenda

- a. EB Agenda April 2, 2024
- b. EB Minutes March 5, 2024

3. Unfinished Business

- a. Term Faculty FH Revisions (FH Sections: 3.3.2; 5.4.1.2; 5.4.1.3) [23-17] – Frank
 - Senator Frank went over the proposed revisions and updates to the language regarding descriptions for required term intervals and situations for peer reviews at times of evaluation, review, and renewal. Sen. Frank, Sen. Butler, and others discussed various scenarios and different conditions under which specific reviews would need to be conducted.
 - The action will be placed on the April 9th FS meeting agenda for the second reading and vote.
- b. Undergraduate Certificate in Healthcare Management [23-19] – Schieltz
 - Senator Schieltz provided a summary and comments that the proposal has received no additional comments since the first reading, other than the spelling correction that ‘healthcare’ is to be presented as one word.
 - The action will be placed on the April 9th FS meeting agenda for the second reading and vote.

4. New Business

- a. FH 2.6.2 College Governance Documents [23-23] – Bigelow
 - Sen. Bigelow described the rationale for proposing the revision of the *Faculty Handbook* with reference to changing the language and policies involving college governance documents and membership on college budget committees. Many budgetary decisions are made at the college level, and information about these activities would be good to relate to similar discussions in the RPA Council.
 - In short, the intent is that senators serving on the RPA Council should also be serving on college budget committees to improve communication and understanding of budgetary activity in the colleges and to have informed representation in both groups.
 - Following discussion and suggested amendments to the proposed descriptive language for this handbook change (to be edited and word smithed by Sen. Bigelow), a motion was received from Sen. Bigelow, seconded by Sen. Butler, to adopt the amended language and move the proposal to the Faculty Senate for a first reading on April 9th. The motion was adopted by voice vote without opposition.
- b. FS Bylaw Update: RPA Council Charge [23-24] – Bigelow
 - Senator Bigelow provided a summary of the intent of the proposed bylaws revision.
 - The matter was discussed briefly, and it was decided that proposing bylaws revisions was somewhat premature until the actions of revising the *Faculty Handbook* §2.6.2 are completed regarding revisions to the language and policies involving college governance documents and representation on the RPA and college budget committees.
 - The proposed action will be sent back to RPA for re-evaluation, and then on to the Governance Council once the necessary Bylaw updates have become better defined, pending action on item [23-23] above.

5. Announcements

- a. President - Bennett-George – No report [absent]
- b. President-Elect – Parsa –
 - Announced that he had been selected to serve on the search committee for the Vice President for Finance
- c. Past-President – Perkins
 - Perkins thanked President Elect Prasa and the caucus chairs for their excellent execution of the FS Spring Conference on Artificial Intelligence on March 21st.
- d. Senior Vice President and Provost - Wickert
 - The Provost announced that the Board of Regents will be meeting at ISU on 24-25 April in the Alumni Center. The university presidents will give reports on how each institution is responding to the DEI directives; the docket will include written updates, public statements and other communications.
 - The meeting will also include a presentation on salary policy, the first reading of a proposed tuition rate increase of 3.5% for resident students, and 4.5% for non-residents. The current cohort of Promotion and Tenure decisions will also be voted on to formally approve the decisions and will become “official” where messages from the Provost will be sent immediately to successfully promoted faculty.
 - Admitted student day was held on March 29; approx. 8,761 prospective students and around 2,000 accompanying participants attended the event (estimated at ca. 2/3 non-resident participants). Around 500 volunteers from ISU were on campus helping to make the event successful.

- Dr. Wickert remarked that he had attended the annual banquet of the 25 Year Club last night (April 1st) and enjoyed seeing long-serving faculty and staff being recognized for their dedication to Iowa State University.
 - Associate Provost VanderZanden announced that as of today, 4,351 students were registered via the new Workday system; 14,756 had completed the onboarding requirements, and that 8621 students had saved schedules and are “one click away from registering”. For problems being reported, the Rapid Response Teams have been performing well.
 - Associate Provost Dawn Bratsch-Prince stated that Term Faculty advancement dossiers were being reviewed at present. She also asked that the results of discussion and endorsement of the EB would be appreciated as soon as possible for the faculty honorary professorships and Regent Excellence Awards.
 - The Provost answered questions about the problems associated with the late roll-out of the FAFSA forms and the situation created for admissions and financial aid operations. The present goal is for ISU to have offers for financial aid out to prospective students by April 27th. He stated that individual records from the Federal Education Department have been slow to be re received. May 1st is the normal target date to receive admissions acceptance responses, and ISU has pushed this date back to May 20th. At the present time, admissions for Fall 2024 look strong, and this also includes very good acceptances from international students.
- e. Council Chair Reports
- Academic Affairs – Schieltz
 - The Council will be meeting next week; they are collecting reports of known problems with using Workday for registration, and student feedback about the process. There was brief discussion about financial aid which is out of the purview of the AAC.
 - FDAR – Hornbuckle
 - Sen. Hornbuckle announced that the caucus will be meeting with Vice President for Extension and Outreach Jason Henderson about the overall vision for the extension enterprise.
 - The FDAR Council will be establishing a subcommittee to investigate modifications to the *Faculty Handbook* to modify the FMLA program policy to accommodate leave for care of elderly family members in addition to leave for the addition of children to the family.
 - J&A – Freeman – “Everything is OK”.
 - RPA – Bigelow – Nothing to report.
 - GOV – Frank – Nothing further to report.
- f. Caucus Chair Reports
- BUS – Janvrin – The caucus is receiving proposals for governance document changes.
 - CALS – Smalley – Working on sections of the CALS Governance Document.
 - DES – Wheeler – No report (absent)
 - HUM SCI – Gillette – Announced that Doug Smith will be CHS Caucus Chair next year. The caucus was discussing the viewing of P&T letters and is also working on the college governance document.
 - ENG – Bigelow – Nothing new to report.
 - LAS – Butler – Caucus held its last meeting with Dean Schmittmann. Sen. Butler discussed a follow-up from the Symposium and proposed establishing a

‘Suggestion Box’ and discussed having conversations about AI activity, including protecting student privacy. It has been proposed to hold lunchtime discussions about Responsible Technology; LAS will set up some of these follow-up activities. There was also discussion within the college group about the development of AI courses; an article in the *ISU Daily* may be forthcoming.

- VET – Day – No report.

6. Approval of the April 9, 2024 Faculty Senate Agenda

A motion to approve the Faculty Senate Agenda for the meeting of April 9th was received from Past President Perkins; seconded by Freeman. The motion was adopted by voice vote without opposition.

7. EXECUTIVE SESSION

At 4:23 pm the Executive Board went into Executive Session after receiving a motion by Sen. Smalley, second by Bigelow, to discuss university awards and honors.

The following guest members were present during executive session:

- Steven Freeman (Honorary Degree)
- Tim Day (University Professor)
- Locke Karriker (Morrill Professor)
- Dan Andersen (Regents Faculty Excellence Award)

Secretary Wallace left the meeting when the Regents Faculty Excellence Award was being discussed due to a Conflict of Interest. Past President Perkins recorded the remaining parts of the Executive Session and the EB meeting.

Following discussion, the Executive Board came out of Executive Session at 4:45 pm

8. Good of the Order

- No comments received.

9. Adjournment

- The meeting was adjourned at 4:51 pm.

Respectfully submitted,
Robert S. Wallace, Secretary - ISU Faculty Senate
