



IOWA STATE UNIVERSITY
Faculty Senate

EXECUTIVE BOARD MEETING MINUTES
Tuesday, March 5, 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], 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], Wheeler, A. [DSN CC].

Absent (2): - Bennett-George, S. [President], Day, T. [VET 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 3:00 pm
2. **Consent Agenda**
 - a. EB Agenda March 5, 2024
 - b. EB Minutes February 6, 2024

A motion was received from Past President Perkins, second by Bigelow, to rearrange the EB Agenda to accommodate the schedule of the Provost and Associate Provosts who must leave by 4:00 pm. The motion was adopted by voice vote without opposition.

The re-arrangement of topics presented in these minutes follows the temporal sequence of topics as discussed throughout the meeting. The numbering of agenda items is retained.

5. **New Business**
 - a. Minor in Applied Artificial Intelligence [23-18] – Schieltz
 - Senator Schieltz provided a summary of the proposal for the new minor.
 - Senator Hornbuckle asked why there is a need for a new designator and whether the steering committee for the new minor will also include staff responsible for operations and advising for students pursuing the minor.
 - Senator Freeman asked why there is a need to waive a second reading to expedite the approval of the minor when courses already exist that students can register for, It is desired that the advertising for the availability of an approved new minor take place as soon as possible and in time for registration for the Fall 2024 semester, as well as for promoting it to incoming new students in the Summer and Fall 2024.
 - The action will be placed on the March 19th FS meeting agenda for a first reading, with the assumption that a motion will be made to suspend the second reading.

- b. Undergraduate Certificate in Health Care Management [23-19] – Schieltz
 - Senator Schieltz provided a summary of the proposal for the new Certificate in Health Care Management.
 - No comments or questions were raised by the EB about this proposal.
 - The action will be placed on the March 19th FS meeting agenda for a first reading.

- c. Name Change: Fashion Design and Merchandising [23-20] – Schieltz
 - Senator Schieltz provided a summary of the proposal for the proposed name change. It is important to the program that the word ‘Fashion’ be included in the title.
 - No comments or questions were raised by the EB about this proposal.
 - The action will be placed on the March 19th FS meeting agenda for a first reading.

- d. Proposal to Rename the US Diversity Requirement Category [23-21] – Schieltz
 - Senator Schieltz provided a summary of the proposal for the proposed re-naming of the degree requirement classified currently as “U.S. Diversity” in order to comply with the Board of Regents Adopted Recommendations, specifically Recommendation Number 6.
 - The new name proposed for this type of course requirement is “US Cultures and Communities” which can be used to describe a wide range of subject areas currently being taught as “U.S. Diversity” courses. This list of courses will not change, and the approval and review process currently being used for them will not change.
 - The action will be placed on the March 19th FS meeting agenda for a first reading, with the assumption that a motion will be made to suspend the second reading. This is to allow this adopted change to take place immediately, and to allow President Wintersteen to include this action in her report to the Board of Regents as an example of how ISU is responding to these adopted recommendation requirements.

- e. Free Expression Syllabus Statement Proposal [23-22] – Schieltz
 - Senator Schieltz provided a summary of the proposal to add additional language to the currently ‘required’ syllabus statement, to add specific language to explain the opportunities for students to have “free expression” in learning environments.
 - A question was raised by Sen. Butler why certain aspects of a ‘required’ syllabus statement are more important than other parts of the syllabus, and when do these aspects of the syllabus become political statements?
 - The EB discussed specific wording of the proposed syllabus language, and whether parts of the statement were redundant.
 - A motion to amend the proposed language was received from Past President Perkins, second by Bigelow, to make changes in paragraph 2 of the proposed required syllabus text. Following discussion, the EB voted (hand vote) on the motion, with 6 in favor of the amendment, and 4 dissenting. The motion (and amended language) was adopted.
 - Associate Provost VanderZanden suggested that the Senate consider suspending the rules and remove the second reading requirement for this action, with similar timing rationale as the re-naming the U.S. Diversity requirement title in responding to Regents mandates.
 - The action will be placed on the March 19th FS meeting agenda for a first reading, with the assumption that a motion will be made to suspend the second reading. This is to allow this adopted change to take place immediately, and to allow President Wintersteen to include this action in her report to the Board of Regents as an example of how ISU is responding to these adopted recommendation requirements.

- f. Catalog Change: Policy on Academic Misconduct [23-23] – Schieltz
 - Senator Schieltz provided a summary of the proposal to change language in the University Catalog to better explain the consequences for a student who is accused of

Academic Misconduct, and to clarify the procedures involved with its reporting and subsequent actions.

- Following further discussion, a motion was received from Sen. Butler, second by Perkins, to send the proposal back to the Academic Standards and Admissions Committee (Dr. Boylston, Chair) for further clarification and revision. The motion was adopted by a voice vote without dissent.

6d. Announcements - Senior Vice President and Provost - Wickert

- The Provost reported that there were 70 applications for promotion and tenure decisions processed, with 66 positive cases recommended.
- He also reported that there are 57 Term Faculty advancement cases that have been submitted, and that these are currently under review.
- He announced that Ellen Reints, Chief Academic Business Officer, Office of the Provost, will retire next month (April 2024).
- House File 2558 has advanced out of the House committee and has been approved by the Iowa House; the bill now moves on to the Iowa Senate for consideration. It is described as an omnibus bill about Higher Education Reform. Among several aspects of new procedures and policies in the bill, one caps tuition increases at 3% for all four years of a student's time in a regents university. This will have fiscal/budgetary implications for the time a student is matriculated with the university.
- Dr. Wickert stated that he is appreciative of the work by Senate groups on the two DEI directives and having the possibility to have these changes reported to the Board of Regents next month.
- He noted that the ISCORE event went well this year, and highlighted Associate Provost Dawn Bratsch-Prince's success as serving as interim Vice-President for DEI. He also noted that ISU hosted the Big 12 Black Student Government conference with a wide range of speakers presenting.

3. Special Order: Immediate Access 2.0 - Heather Dean, Assistant Director, and Rita Phillips, Director, ISU Book Store.

- Ms. Phillips began by introducing herself and Heather Dean, and noted that the Bookstore staff work closely with the Provost Office and Academic Affairs, as well as with the Student Affairs Division.

The PowerPoint presentation given at the meeting was made available to EB members in advance. The main points and highlights of the presentation included:

- A course materials rental program began approx. 10 years ago, but is no longer active.
- Publishers continue to move toward production of digital media; the Bookstore now focuses on 'course materials' rather than books, *per se*.
- The current program provides course materials to students that are made available on the first day of class through Canvas. Since the start of the program, it is estimated that the program has saved students about \$10M; during the Fall 2023-Spring 2024 year, a savings of approx. \$2.5M was realized.
- There is about a 97% participation rate in the program; students may opt-out of the program within the first 10 days of the semester and would receive refunds.
- Faculty make decisions about the kinds of resources provided: ~87% participate in the immediate access program, about 11% are for traditional printed materials, and ~2% are for "other" digital resources..

- Starting in Fall 2024, the second phase of the program will begin, Immediate Access 2 - “One price. One program, One Access” and will replace Immediate Access 1.
- It was emphasized that the amount charged to students IS NOT A FEE, but is the cost of participating in a ‘subscription program’.
- The mission of this program ‘Making costs affordable and predictable for all undergraduate students. The benefits have direct student impact by being beneficial to have class materials available on day one of the semester.
- All of the technology needed to participate in the program can be found in Canvas. The \$259 flat-rate charge is assessed at the start of each semester and this finances all costs for class materials. This helps by being a predictable expense for budgeting/financial aid calculation purposes, and includes the opt-out ability within the first 10 days of classes.
- Most media compatible with this program are in digital format; for some print books required there would be a need to source “hard copy” books if these were not available digitally.
- Digital presence in the educational materials market from publishers is up and may surpass print books (currently about 50:50); older students tend to prefer printed books.
- Most participants state that the top two benefits of the program are that 1) it is “more convenient” and 2) “saves money”.
- Faculty can have impact in the process by adoption of specific textbooks or other reading materials; faculty are limited to adopting *only one textbook per course*, given the shared cost model based on financial relationships with publishers.
- The system is designed to adopt digital resources first; print versions can be adopted secondarily.
- It was noted that this subscription program is in alignment with goals of the current ISU Strategic Plan, and will continue to be following the program upgrade ‘Immediate Access -2’ beginning in the Fall 2024 semester.
- Ms. Phillips and Ms. Dean concluded the presentation at approximately 4:32 pm and responded to questions from members of the Executive Board.

4. Unfinished Business

- a. Resolution to Support Student Voting on Election Day [23-16] – Kedrowski
 - No further comments received. Will be placed on the FS Agenda for 19 March 2024.
- b. Term Faculty FH Revisions (FH Sections: 3.3.2; 5.4.1.2; 5.4.1.3) [23-17] – Frank
 - Senator Frank noted that the changes found in the new version of the proposal that was circulated include the adopted amendments.
 - Discussion continued on interpretation of language in updated versions of 3.3.2, and 5.4.1.2 and 5.4.1.3.
 - Senator Butler stated there is still confusion remaining about periodic review in 5.4.1
 - The revised language on the three sections will be placed on the March 19th FS Agenda.

2. Consent Agenda

The amended EB Meeting Agenda and EB Minutes of 6 February 2024 were adopted by voice vote without dissent.

POINT OF ORDER – Motion by Bigelow, second by Butler, to extend the meeting until 5:10 pm. No discussion. Motion was adopted.

6. Announcements

A motion was received from Sen. Smalley, second by Freeman, that given the lateness of the hour, that remaining announcements be suspended for this meeting. There was no discussion. The motion was adopted by voice vote. Essential announcements may be presented in the Good of the Order comments.

- a. President - Bennett-George [absent]
- b. President-Elect – Parsa - {Suspended per motion noted above.}
- c. Past-President – Perkins - {Suspended per motion noted above.}
- d. Senior Vice President and Provost - Wickert [announcements above]
- e. Council Chair Reports {Suspended per motion noted above.}
 - Academic Affairs – Schieltz
 - FDAR – Hornbuckle
 - J&A – Freeman
 - RPA – Bigelow
- f. Caucus Chair Reports {Suspended per motion noted above.}
 - BUS – Janvrin
 - CALS – Smalley
 - DES – Wheeler
 - HUM SCI – Gillette
 - ENG – Bigelow
 - LAS – Butler
 - VET – Day

7. Approval of the March 19, 2024 Faculty Senate Agenda

- Motion received from Sen. Freeman, second by Bigelow, to approve the agenda for the Faculty Senate meeting on 19 March 2024. No further discussion. The motion was adopted by voice vote.

8. Good of the Order

- Sen. Bigelow reported that the RPA Council is trying to engage with colleges regarding their faculty senators serving on the college budget committees are those that should be serving on RPA Council. The intent with this recommendation is to resolve the disconnect between members of RPA and college budget committees.
- Sen. Butler noted that with respect to Immediate Access 2.0 from the University Bookstore [explained earlier in the meeting] that there was no involvement with faculty in the development of the program, despite the stated importance of faculty engagement in teaching resource selection.
- Sen. Hornbuckle stated that FDAR will likely continue meeting after Final Exams to complete actions on several ongoing topics.
- President-Elect Parsa reported that the AI Symposium is going well and that registrations are coming in; over 150 participants registered at present.

9. Adjournment

- The meeting was adjourned at 5:08 pm.

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