

## *Governance Council Annual Report*

Academic Year 2016-2017

Members of the Governance Council include:

Kathleen Delate (CALs), David Cantor (BUS), Carol Faber (DES), Chris Williams (ENG), Gary Phye (HSC), Rebecca Jackson (LAS), Brett Sponseller (VET), Veronica Dark (Senate Documents chair), Tim Day (CC Chair), Jeff Kushkowsky (CCDR chair), Jack Girton (Ex-Officio – AAUP), and Dawn Bratsch-Prince (Ex-Officio – EVPP)

The full Governance Council had eight formal meetings this year: 9/30/16, 10/14/16, 11/11/16, 12/1/16, 1/26/17, 2/16/17, 3/9/17, 4/6/17 (informal) and 4/13/17. A record of the agenda and minutes from each of these meetings is available on the Faculty Senate website (<http://www.facsen.iastate.edu/councils/governancecouncil>).

The Governance Council of the Faculty Senate first met September 30, 2016. Reports from the Committee on Committees (Tim Day, Chair), Senate Documents Committee (Veronica Dark, Chair) and the College and Departmental Document Review Committee (Jeffrey Kushkowsky, Chair) were provided routinely at each meeting.

- 1) Committee on Committees: Throughout the academic year, Tim Day (President-Elect) kept the council up-to-date on committee openings and progress in filling the openings; the year started with no vacancies.
- 2) Senate Documents Committee: Throughout the year Veronica Dark discussed with the council any handbook changes that would be forthcoming and any issues with the handbook that she thought we should discuss. She drafted and assisted in reviewing language intended for Faculty Handbook revisions.
- 3) College and Departmental Document Review Committee: Jeffrey Kushkowsky reported that the committee was embarking on outlining a better mechanism for conducting reviews of departmental and college governance documents. More detail in improvements in guiding and reviewing departmental and college governance documents is included later in this report.

The Higher Learning Commission, the primary accrediting body of the university, mandated faculty review and participation in determination of qualified faculty for hire through HLC's criteria for "Accreditation and Assumed Practices"; the conformity deadline is September 1, 2017. The Higher Learning Commission is expected to evaluate the standards and policy governing exceptions to defined criteria. An *ad hoc* committee was formed (Kathleen Delate, Jack Girton and Veronica Dark) to develop a paragraph in Chapter 3 of the Faculty Handbook on appointment policies and procedures, including a hiring statement for minimum requirements substituting experience. This language was adopted by the Faculty Senate (Docket Number S16-16, Table 1) and meets HLC requirements.

This year the Governance Council continued its focus on various topics concerning Non-Tenure Eligible (NTE) appointments. Non-substantive changes to the Faculty Handbook were required to fully incorporate the recent NTE Clinical Faculty line (Docket Numbers S16-19 and S16-20, Table 1).

One substantive change included changes to the Faculty Handbook in Section 6.4, making NTE Faculty eligible for *Emeritus Faculty Designation* – (Docket Number S16-23, Table 1). This passed the FS floor with a unanimous vote.

Docket Number	Title	Executive Board	Senate	Senate Status	SVPP	President
S16-16	FH 3.1 Appointment Policies	2/7/17	For Vote 3/7/17	Approved	Approved 3/10/17	Approved 3/15/17
S16-19	Non-substantive Changes to FH 5.4.1 (NTE Faculty)	Approved	For vote 3/7/17	Approved	Approved 3/10/17	Approved 3/15/17
S16-20	Non-substantive changes to fully incorporate Clinical Faculty into FH Chap 3 and 5	Approved	For vote 3/7/17	Approved	Approved 3/10/17	Approved 3/15/17
S16-23	FH 6.4 Emeritus/a Professor	Approved	For Vote 4/18/17	Approved		

Table 1. Summary of changes to the Faculty Handbook involving the Governance Council, FS Docket, Academic Year 2016-2017.

The Governance Council worked with CDDR and Jeff Kushkowski (Chair, CDDR) in efforts to improve the review process of departmental and college governance documents. The outlined approach includes a revision of the CDDR procedures, a questionnaire to determine needs/ gaps by the units to effectively maintain their governance documents, a “best practices” document that includes required elements in governance documents and a check-list that serves as an index for locating elements in governance documents under review.

In addition to policy changes to the Faculty Handbook, the Governance Council oversaw another successful election of senators and council chairs and appointments to the Athletic Council.

At the end of the spring semester, several matters remained incomplete. Ongoing attention by the Governance Council needs to be focused in the following items:

- Intellectual Property and Technology Transfer as these pertain to the Faculty Handbook vis-à-vis review and advancement, etc.
- NTE Task Force proposals for Governance Council review
- Supportive efforts of CDDR in the review process of departmental / college governance documents.
- Senator Veronica Dark has indicated a willingness to continue to chair the Senate Documents Committee for the upcoming year; however, it will be important for a new senator to become familiar with this role during the upcoming year to be prepared to (potentially) assume this responsibility.

This report is respectfully submitted on behalf of the Governance Council by:

Brett A. Sponseller, Chair of Governance Council, (College of Veterinary Medicine)