

**IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES**

February 25, 2003

3:10-5:00 p.m.

107 Lab of Mechanics

I. Call to Order –

The meeting was called to order at 3:10 by Max Wortman

Present: M. Wortman, President; J. Girton, President-Elect; S. Agarwal, AA Chair; Ben Allen, Provost; J. Cunnally, Design Caucus Chair; S. Carlson, Provost Office; C. Baldwin, Vet Med Caucus Chair; C. Heising, Engineering Caucus Chair; J. Herwig, FCS Caucus Chair; C. Post, Past President; C. Pope, FDAR Chair; B. Robinson, LAS Caucus Chair; Denise Vrchota, Governance chair; B. Woodman, RPA Chair.

Substitute: T. Chacko, Business Caucus

Absent: C. Ford, J&A Chair; G. Phye, Education Caucus Chair;

II. Introduction –

III. Consent Agenda – Approved by voice vote

- A. Minutes, Executive Board, January 7, 2003**
- B. Minutes, Executive Board, February 7, 2003**
- C. Minutes, Faculty Senate, February 11, 2003**
- D. Executive Board Agenda**

IV. Announcements and Remarks –

A. President

- 1. Special Order** - At the March 25, 2003 meeting a presentation will be made about the renovation of Morrill Hall, by Tanya Zanish-Belcher and Corly Brooke (CTE)
- 2. Thanks to D.L. Hopper and Susan Carlson - Task Force on Non-Tenure Track Appointments** - Thanks to Dave and Susan for all of their work on preparing the NTT policy. Now the work of implementation begins.
- 3. Executive Session** - Candidates for Honorary Degrees were discussed.
- 4. President's Breakfast - February 26, 2003** All who can should attend. Please note the change from our usual day.
- 5. Regent's Luncheon - March 12, 2003** Please contact Sherri to confirm that you will attend this. We need to have a good turnout.
- 6. Time for Peace - notification** Max Wortman was contacted by a group requesting to address the Senate on the issue of the possible war with Iraq. Since this was a student-lead group, Max will refer them to the GSB.
- 7. Faculty Senate Awards** The awards committee will be considering nominations for Faculty Senators for special awards at the may meeting. Please send nominations to Max.

B. President-Elect

1. **Retreat Update (April 18-19, 2003)** Invitations will soon go out to faculty to apply for the Spring Conference. Please encourage all who are interested to apply.
2. **Task Force Reorganization** The task force has meet several times, will be surveying the faculty involved and hope to present a recommendation for the March 25 meeting.
3. **Report on Restructuring Faculty Organization (so that it can be implemented at the last meeting of 2002-2003)** A report is being prepared recommending a new structure and committee arrangements for the RPA council.

C. Provost

Provost Allen discussed recent progress made by the Budget and Planning Committee and on the P&T evaluations this year.

V. Councils (only items for action at March 4, 2003 meeting) -

A. Academic Affairs Council

1. **Proposal for a new MA Degree in Rhetoric, Composition and Professional Communication (RCPC)** It was agreed to place this on the Faculty Senate Consent agenda.
2. **Final Examination Policy pertaining to a need to reschedule an exam because a student has three exams in one day.)** It was agreed to place this on the Faculty Senate agenda under New Business.
3. **Final Examination Policy pertaining to "special group exams"** It was agreed to place this on the Faculty Senate agenda under New Business.
4. **Post Audit of B.S. in Plant Health and Protection** It was agreed to return this to Academic Affairs for further information.
5. **ISU/Comm Report/Proposal** It was agreed to place this on the Faculty Senate agenda under Old Business.
6. **Policy on self-plagiarism** It was agreed to send this to the college caucuses for discussion.

B. Governance Council

1. **Appeals Process** It was agreed to place this proposal for a new procedure for dealing with appeals of actions of the Provost or of the President on the Faculty Senate agenda under New Business.
2. **Faculty Ombuds Office** No action was called for on this point.

C. Faculty Development and Administrative Relations Council

1. **Progress on Arrival of Children Policy** This policy has been sent to the Board of Regents by the President. It may be debated by the regents as early as April.
2. **Future of ISU Cemetery** A suggestion that ISU consider changing it s policy for selling plots to ISU faculty be made to allow the purchase of a plot before death.
3. **Classroom assignment policy.** Facilities and management is working on changes to the procedure or assigning courses to rooms.

D. RPA Council

1. **RPA Council Structure** The changes being considered to the council structure and committee organization were discussed. These are being considered to better align the council with President Geoffroy's budget and Planning process.

E. Judiciary and Appeals Council

1. **Faculty Ombuds Office** Discussed earlier, under FDAR.

VI. Caucuses --

A. Liberal Arts and Sciences

1. **Resolution on United Fund Mailing Procedures** A resolution was presented to stop using ISU mailing facilities and other official support because of the continued funding by United Way of an organization that discriminates. The motion was passed. The resolution will be placed on the Faculty Senate agenda under new business.

B. Other caucuses

VII. Old Business --

The Faculty Senate agenda for March 4, 2003 was approved by voice vote.

VIII. New Business --

IX. Adjournment. The meeting was adjourned at 5:10

NEXT MEETING
March 11, 2003
3:10-5:00 p.m.
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