

**IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES
March 23, 2004**

Present: Allen, B., Provost; Carlson, S.; Provost Office; Fiore, A.M., FCS Caucus Chair; Ford, C., Judiciary and Appeals Chair; Girton, J., President; Maves, J., Design Caucus Chair; Mennecke, B., Business Caucus Chair; Phye, G., Education Caucus Chair; Premkumar, P., FDAR Chair; Robinson, B., LAS Caucus Chair; Vrchota, D., Governance Chair; Woodman, B., RPA Chair; Wortman, M., Past President; Zanish-Belcher, T., Secretary

Absent: Agarwal, S., President Elect; Baldwin C., Vet Med Caucus Chair; Heising, C., Engineering Caucus Chair; Owen, M., Agriculture Caucus Chair;

I. Call to Order

Girton called the meeting to order at 3:15 p.m.

II. Consent Agenda

Agenda

Minutes, Executive Board, February 24, 2003

Wortman moved, Fiore seconded, and the consent agenda was approved.

III. Announcements and Remarks

A. President

Girton commented on the review of the Vice President for Business and Finance. He is looking at two candidates for chair, and is also looking for committee names.

There will be a breakfast meeting with President Geoffroy on March 25.

B. President-Elect

The President-Elect was not present, so there was no report.

C. Provost

The Provost made the following announcements:

1. The Spring Conference will feed into the Strategic Planning Process. The 1st of two open forums will be held March 26, and there also be focus groups.
2. The College Consolidation Committee met for the first time, and is working on a schedule. They will keep the FS Task Force monitoring the process informed.

3. Michael Whiteford has been named the LAS Dean, and the Vet Med and Engineering Dean candidates are in the process of visiting campus.

IV. Council items

A. Governance: Proposal for a Faculty Senate Committee on Research

Vrchota presented a resolution from the Governance Council relating to the creation of a Committee on Research, with representation from the colleges. There were numerous questions relating to the makeup of the committee, who the committee would answer to (FDAR, or Academic Affairs), and what would be its charge.

The Provost noted that it would be worthwhile to involve the Vice President for Research. The group discussed the role of the committee. Palermo suggested creating a task force to further examine the issues and make recommendations for a possible committee or advisory group. Premkumar agreed, noting the need for a plan of action—the task force should assess what is currently going on and where the issues are.

Girton agreed to appoint a Task Force to determine the need for a committee, which will also allow input from the Vice President for Research. Premkumar moved, Wortman seconded, and the motion passed. The Task Force will be created before the summer and will report sometime next year. Girton will speak with Vice President Bloedel, Palermo and Vrchota on task force duties.

B. Amendment to by-laws

It was suggested the FS by-laws be changed in regards to the duties of the Office Secretary.

1An office secretary will be employed by the Faculty Senate to record and transcribe senate meetings and....

Revised to: An office secretary will be employed by the Faculty Senate to record senate meetings. The tapes will be retained for a time period of 3-5 years. The office secretary will also transcribe selected senate meetings, as directed, by the president, president-elect, or executive board.

The item was tabled due to not everyone having a copy of the resolution. The Board also noted the need to remove procedures from the governance document.

C. FDAR: Report on Retention of Women and Minorities Retention Report

The Executive Board discussed the reports it had received from FDAR and the Women and Minorities Committee relating to the retention report. One recommendation from

Premkumar was the need for the university to develop a “best practices” document focusing on major problem areas.

Woodman moved, Robinson seconded, and the EB accepted the reports, and will forward them on to the Provost’s Office.

D. Academic Affairs:

Palermo noted the Council will be presenting a number of items at the upcoming FS meeting, which will need to go to the Regents.

Wortman moved, Robinson seconded, and the agenda for the March 30, 2004 Faculty Senate meeting was approved.

Executive Session (Closed)

Palermo moved, Wortman seconded, and the Executive Board moved into a closed session. Wortman moved, Fiore seconded, and the Board approved the candidates for University Professor. The group also discussed the role of the FS in relationship to the strategic planning process.

Adjournment

Phye moved, Wortman seconded, and the meeting was adjourned at 5:00 p.m.

NEXT MEETING
April 6, 2004 3:10 -5:00
107 Lab of Mechanics