

**IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES
July 7, 2005**

Attendance: Agarwal, S. (Past President); Baldwin, C. (President); Bradbury, S. (Design Caucus); Girton, J. (RPA Council); Mennecke, B. (Business Caucus); Owen, M. (Agriculture Caucus); Phye, G. (Human Sciences Caucus); Robinson, W. (Judiciary and Appeals Council); Roskey, C. (Academic Affairs Council); Thacker, E. (Vet Med Caucus); Wallace, R. (LAS Caucus); Zanish-Belcher, T. (Secretary)

Absent: Crase, S. (FDAR Council); Fiore, A.M. (Human Sciences Caucus); Heising, C. (Engineering Caucus); Palermo, G. (President-Elect); Vrchota, D. (Governance Council)

I. Call to Order – 3:10 p.m.

Baldwin called the meeting to order at 3:10.

II. Scribe for Meeting

Zanish-Belcher was present, and she served as Secretary for the group.

III. Consent Agenda – 3:10 p.m.

- A. Agenda, Executive Board Meeting, July 7, 2005**
- B. Minutes, Executive Board Retreat with President and Provost, May 25, 2005**
- C. Report by Jim Hutter on Athletic Council as F.S. Representative**

Claudia added the following to the consent agenda.

- D. FSEB Minutes, June 2, 2005**
- E. Charge for the FS Task Force to look at the College of Veterinary Medicine**

Owen moved, Wallace seconded, and the consent agenda was approved.

IV. Announcements and Remarks – 3:15 p.m.

- A. President**
 - 1. Web Page**

Sherri has selected a template and will work with someone in IT to revise the website.

- 2. Meeting with Dr. John Brighton, Newly Appointed Vice Provost for Research (held last week)**

Baldwin showed Dr. Brighton an organization chart of how this position interacts with other university administrators for a meeting with Dr. Brighton last week. Baldwin also shared a revised version of the chart showing how the Faculty Senate interacts with each of the administrative offices, and the FS organization chart.

Girton also met with Brighton and discussed the Research Advisory Committee as well as a list of changes to be made to improve the faculty research environment, particularly in the relationship with

the VP for Business and Finance (who holds the grant monies). This position is a term appointment for 3 years.

3. Ombuds Office

Baldwin reported on a recent meeting with the Univ. of Iowa ombudsperson whose office has a budget of \$200,000 a year). It was a very productive meeting and our document is being revised in order to make recommendations to the President so it can be in place by September. The position could possibly be filled by a retired faculty member, although we only have \$25,000. Baldwin asked for names of potential candidates. Phye also suggested someone in phased retirement. There will be a search to fill this position.

4. Review of V.P. Business and Finance

Girton has offered to shepherd and finalize the review, and present it to the President.

5. Task Force on P&T Documents

The Task Force was created in March of 2004 to review current promotion and tenure procedures and was chaired by Clark Ford. He has requested to remain on the committee, but that another chair takes it forward. Steve Freeman has agreed to do so. The other Task Force members are Jack Girton, Max Porter, and Susan Carlson. Their charge was to examine documents across the university. Baldwin will revise the charge to focus it. Baldwin noted the need for an LAS representative, who is familiar with promotion and tenure issues. A candidate was suggested.

The Board agreed these issues truly impact on equity and fairness. There is currently no cycle for review with wide variation across departments. This merits a wider discussion on the fundamental principles and how departmental mechanisms ensure these.

Mennecke (Business) asked about a memo he received that noted promotion and tenure candidates should not contact external reviewers. Many other departments across campus do not allow these contacts, while Business traditionally has. The Board agreed this was a good example of differing practices as well as complexity and the need for discussion.

Baldwin noted the Task Force plans to work with focus groups in the various departments.

Joint appointments and centers are also problematic.

Baldwin has requested an interim report in March 2006.

6. Amendment to the agreement between Iowa State University and the ISU Foundation regarding the publications fund

Baldwin reported on a proposed language change for this agreement.

In place of Section G, Part 1, Item C in the original agreement (to return the monies):

In cases where there is a net return on subsidized publications, 50% of the subvention shall be repaid to the Office of the Provost at ISU in the following way: As royalties become due, 50% will be repaid to

ISU and 50% will remain with the author (s), until a total of 50% of the subvention has been repaid. All subsequent royalty payments remain with the author (s).

Baldwin perceived this as positive for the faculty members, does the Executive Board concur? The Board concurred that this was extremely positive and the hope is that it will encourage more faculty members to take advantage of this. Agarwal mentioned that not only will this permit the faculty member to repay only 50% of the subvention, but royalties will be paid to the faculty as soon as they come in.

Baldwin then noted that this become docket number 05-01 to be added to the Faculty Senate docket. Girton moved, Thacker seconded, and the Executive Board approved the motion to approve the change. The amendment to the memorandum of agreement between ISU and the Foundation will be signed by the Faculty Senate President.

7. S04-17

President Geoffroy has noted a possible inconsistency based on S04-17 which excluded language in the tenure appeals process to include Senior lecturer and Senior Clinician. Baldwin has asked that Judiciary & Appeals look at this issue and determine whether the language needs to be revised.

8. Representation on the Food Service Evaluation Team

Baldwin requested a Senate representative to serve on the Food Service Evaluation Team. There will be some meetings with an outline of steps and timeline, with the final report due at the end of October.

Agarwal agreed to serve.

B. President-Elect

Palermo was not present.

V. New Business

A. Implementation Plan for Diversity – Response due August 15

This request relates to the Faculty Senate role in completion of the suggestions related to the Campus Climate report conducted by Sue Rankin and forwarded on from the Diversity Committee. The Board needs to determine who is the responsible party for each recommended action:

Administrative oversight

2.1 Continue tightening of the U.S. and International requirements This is currently under the auspices of the Faculty Senate Curriculum Committee (Academic Affairs Council)

2.5 Create a Dialogue with Diversity or courses dedicated to diversity.

Baldwin will pass this along to Roskey, as Chair of the FDAR Council, to determine a response and implementation plan.

B. Review of Administrative Units

1. Office of Provost (last review 1999)

2. Office of President (last review 1998)

The Executive Board supported conducting the President's review first and reserve the Provost's review for next year.

Robinson moved, Phye seconded, and the Executive Board passed the motion.

VI. Council Reports

Judiciary and Appeals currently has one case underway.

RPA is currently discussing the upcoming budget year. This will involve reviewing the current budget as well as preparing for next year's budget. How does the budget relate to the goals of the university? The budget should be the mechanism by which the academic goal of the university is fulfilled.

Girton also plans to change the committee structure and submit a request to formally institute the Research Advisory Committee. He also would like to change the University budget to a Business and Finance Advisory Committee to advise Warren Madden.

The Advisory Committees (including IT) need to have an official place within the Faculty Senate organization.

Governance: Vrchota was not present.

FDAR: Crase was not present.

Academic Affairs: Roskey had no report.

Mennecke raised the issue of the Human Subjects Form request which seems to be continually changing. It appears that the IRB reserves the right to evaluate the merit of the research and he feels this is academic freedom issue.

Mennecke will send a copy to Girton to discuss with the Research Advisory Committee.

Baldwin also suggested looking at the Animal Research Use form as well.

For the Good of the Order:

Zanish-Belcher moved that the Executive Board state for the record that it abhors and condemns the recent offensive graffiti that has appeared on campus and hopes the perpetrators will be caught and prosecuted. Girton moved, Thacker seconded, and the motion passed.

Agarwal also asked about language in the classroom. The Executive Board felt this was another discussion.

VII. Adjourn—5:00 p.m.

The meeting was adjourned at 4:45 p.m.

NEXT MEETING
August 9, 2005