

IOWA STATE UNIVERSITY FACULTY SENATE  
EXECUTIVE BOARD MEETING MINUTES

October 2, 2007

3:05-5:15 p.m.

107 Lab of Mechanics

Present: Anderson, D. (Human Sci. Caucus); Crase, S. (President); Ford, C. (President-Elect); Freeman, S. (Judiciary & Appeals); Grudens-Schuck, N. (Secretary); Hendrich, S. (Academic Affairs); Mennecke, B. (Business Caucus); Owen, M. (Ag. Caucus); Palermo, G. (Past President and RPA); Paschke, T. (Design Caucus); Porter, M. (Governance); Thompson, J. (Vet. Med. Caucus); Van Der Zanden, A. M. (FDAR); Wallace, R. (LAS Caucus).

Absent: Olsen, M. (Eng. Caucus)

Provost's Office: Carlson, S. (Associate Provost); Holger, D. (Associate Provost)

Guests: Vrchota, D. (Governance and Documents Committee, FS Governance Council)

I. Called to Order – 3:05 p.m.

President Crase called the meeting to order.

II. Consent Agenda – 3:06 p.m.

A. Agenda, Executive Board Meeting, October 2, 2007

Past President Palermo called to pull the minutes from the consent agenda.

Agenda was pulled.

B. Minutes, Executive Board Meeting, September 4, 2007

Motion to approve the consent agenda was made by Senator Owen with second by Past President Palermo, with today's agenda pulled but meeting minutes retained.

Motion passed.

III. Announcements and Remarks – 3:05 p.m.

A. President – Crase

Board of Regents report from FS President Crase included an overview of BOR deliberations regarding campus security protocols, including arming. BOR created a task force but no decision was made at that time regarding arming of campus police at the BOR universities.

Other news from BOR relevant to ISU included approval of Kinesiology name change in HHP, and they also considered name for new Design building. Crase shared with the group that she and President-Elect Ford, in relation to the University Budget Committee, have discussed the need for coordination of groups that intersect with budget issues. Crase and Ford also addressed, with Associate Provosts Carlson and Holger, ways to approach teaching issues related to promotion to and/or assessment of, persons with Senior Clinician status.

Crase also initiated discussion with President Geoffroy and Provost Hoffman regarding the NTEF Research issue; President Geoffroy clarified that Hoffman would be the lead administrator on this issue. The group also discussed the potential for occurrence of “curriculum creep” as well as phenomenon of slashing programs. How would the FS and others manage such problems if/as they come up? There also needs to be more cooperation between deans and chairs to address such issues fruitfully under the RMM.

Policy Library Advisory Council (PLAC) issues also came up in discussions. There are still efforts needed to develop a sense of mutual understanding regarding its roles and procedures. FS has desired an additional representative on PLAC because the *Handbook* is heavily implicated and affected, but the desired level of participation of FS with PLAC has not yet occurred. Crase will continue to pursue with Provost Hoffman. Currently, Denise Vrchota is on PLAC in her capacity as Governance and Documents Chair as part of Governance Council.

#### B. President-Elect – Ford

In his role as CELT FS representative, President Elect Ford spoke to the idea of appointing a task force to look at the idea of a (new) major teaching award. Senators Owen and Palermo spoke affirmatively to the need for such recognition but asked if perhaps there were sufficient numbers of awards. Crase wondered whether there was a need for titled "designations" in addition to UP and DP. Palermo noted that there were historical problems with DP due to differences in FS and administration's definitions. Senator Wallace noted that there could be a "CELT Senior Fellow" designation, for example, which would not involve the university (as long as it was not a pan-university designation). Palermo noted that there was no professorship for those who applied or shared knowledge, but rather only for those who changed the institution (UP) and those who generated knowledge (DP). Associate Provost Holger reminded members of the Senate of a previous FS debate and the loss of the motion when it had the chance to carry. Palermo said placing the responsibility to recognize teaching with CELT failed to honor teaching across the institution. Holger noted, however, that most if not all faculty members who were awarded UP or DP were considered to be excellent teachers. Palermo suggested that a task force might take on the array of recognitions, identifying gaps and opportunities that spoke to potentially neglected elements that comprised a high-quality land-grant university. Crase took the matter of the task force, and other comments, under advisement, and thanked the members for their input.

President-Elect Ford then directed members to a hard copy sheet describing ideas for the spring faculty conference, including a focus on the susquentennial. Past President Palermo requested emphasis of the conference on the changing dynamics in research, such as collaborative research endeavors, and lifespan issues (related to receiving funding) of tenure-track faculty with respect to P&T. Would timelines for tenure need to be changed or perhaps varied due to long timelines

for receiving major grants? The Research Council, reported Senator Porter, discussed this idea with John Brighton and others. He also said that the number of research proposals submitted and received were down overall. Senator Anderson noted that the median age of an individual receiving a federal grant was 42 when it used to be 35. There are implications for P&T and collaboration. However, Associate Holger noted that NIH funding reports drive those data so it is not as relevant perhaps to ISU.

#### C. Provost – Hoffman

Associate Provost Carlson reported for Provost Hoffman on the COACH survey of junior faculty and its implications for faculty in general. Senator Porter asked, and Carlson agreed, that the EB would receive the analysis.

#### D. Council/Caucus Chair Reports

AA: Activities included discussion of student course evaluations and how the data are used.

FDAR: Met on Sept 17 with the full committee, and reviewed the charge to the committee. Pressing issues included Lecturer/Clinician policy six year reviews; and received a proposal from a faculty member regarding faculty tuition reimbursement. Women and Minority are still in need of two representatives.

RPA: Met regularly through summer and fall. RRM implementation is a key issue, also working with Provost and the Budget Advisory Committee regarding the colleges, for example, are they following the guidelines? What assistance do they need? How are budgets being reviewed, and which messages does the Provost take into consideration? The Research Committee is looking into policies for grants, including access to grants information. RPA also met with Warren Madden and Jim Davis to shape 2 of 3 standing committees to bolster their activity and focus.

J&A: Has not met as a council. However, there are three cases coming through. Associate Provost Carlson and Ombuds office (Ed Lewis) are working on articulation of timelines for appeals if Ombuds is brought into play. Also, BOR policy vs. ISU policy regarding "calendar days" vs. "working days" as a measure of time to appeal a president's decision (usually P&T-related). SUI bases their timeline measure on "classroom days" but Freeman did not locate relevant information yet for UNI. Freedman concluded that ISU should change their policy to reflect BOR policy, but he will wait until information from UNI is located. Palermo said that in calendar committee, "day" was defined differently again. Dean Anderson asked about data regarding the effectiveness of the Ombuds office -- related to the President's Office. Tahira Hira conducted a review that the EB has not yet received. There could be more evaluation done, he observed.

Governance; The group has been meeting every Thursday. On October 11 at 4 pm Paul Tanaka will meet with the committee regarding Open Meeting Policy.

Ag Caucus: Decided that RMM activities will be held within the Ag Caucus, with Dean Wintersteen as the main contact. Crase has received these reports from the Caucuses and will transmit formally to the RPA.

IV. Old Business – 3:30 p.m.

- A. Non-Tenure-Eligible Research Faculty [S06-22] – Executive Board; see NTER Task Force Report and Appendices, on-line at: < <http://www.facsen.iastate.edu/> >

President-Elect Ford and President Crase met with Provost Hoffman regarding NTEF-R since the last EB meeting. There appear to be many unanswered questions, about Ames Lab as well as other units, so the two will meet with Dr. Goldman, interim director of Ames Lab. Ford would like to inquire about the "independence" of such P&S. Also, USDA and DOE employees might be addressed differently. Ford wondered if P18, 19, or 20 would be the floor, not P17. This document can be voted upon, or it can be modified or amended noted Past President Palermo. Senator Freeman suggested that parsing elements of the document might be possible in order to move decision making toward a good outcome. Senator Hendrich reaffirmed that the issue was intended to support being more successful in doing research overall as a university, and responded to the challenge of how to attract high-quality researchers. President Crase intends to convene faculty discussions regarding implications of the policy. Center Directors might be in need of dialogue, and at FS we might need to discuss as a Committee of the Whole (requires majority). Secretary Grudens-Schuck noted that CALS feedback was concerned that the Ames Lab was driving issues even though this was not historically correct. The group intended to alert Charlotte Bronson, John Brighton, as well as Dr. Goldman to the need for greater clarity and balance in understanding the policy implications. Later Crase may appoint a smaller group to address and summarize issues.

Motion to extend by 10 minutes by Senator Mennecke, and seconded by Senator Owen.

Motion carried.

V. New Business – 3:50 p.m.

- A. Faculty Handbook: Class Attendance– Porter and Vrchota

Motion approved to put on Senate agenda for following FS meeting. Clark said the group could be announced and questions could be forwarded to these members.

- B. Faculty Handbook: Non-Discrimination/Affirmative Action Policy - Porter

Palermo suggested that language be added to alert Senators that changes proposed would bring us into compliance with university policies and were not intended to change the meaning of the policy.

Motion to approve by Porter on behalf of GC to put on to consent agenda.

Motion passed.

C. Faculty Handbook: Minor changes - Porter.

What should procedures be when changes were considered by Governance Council to be minor edits, "scrivener's errors," URL updates, or other minor changes that might benefit from greater autonomy of the Governance Committee? President-Elect Ford stated that consent agenda items placement was the procedure already in place. Using the current procedure, there was no chance of misinterpretation or mistakes. Denise Vrchota stated that changes should be made "among people and in public" (such as Governance and Documents Committee) but perhaps not take up the time of the Governance Council as a whole, or EB. Consent agenda approval required EB approval to be placed on the agenda in the first instance. Associate Provost Carlson said that a procedure could be approved without EB or FS involvement if editorial changes were approved by Handbook and Governance Documents Committee by consensus only. Like the *Catalog*, having twice-yearly benchmarks for such changes, with voting as consent and brief report, might be workable and helpful, offered Past President Palermo. Palermo then moved to direct the GD committee of the GC to formulate procedures whereby minor changes could be made more efficiently. Seconded by Senator Wallace.

Motion approved.

VI. Approval of Senate Agenda for October 9, 2007 – 4:30 p.m.

Motion to approve by Porter and seconded by Owen.

Motion approved.

VI. Good of the Order – 4:35

October is Disability Month, and Steve Moats has lots of activities and has made this issue visible at ISU this year, observed Secretary Grudens-Schuck.

Plan for Pandemic -- departments are supposed to come up with a plan reminded Senator Owen.

VII. Adjourned—5:15 p.m.

Senator Owens proposed to adjourn, and President-Elect Ford seconded.

Minutes by N. Grudens-Schuck, FS Secretary

## Documents

1. attendance policy 9 18 07.doc
2. Discrimination and Harassment policy 9 18 07.doc
3. EB - Agenda October 2 2007.doc
4. EB - Minutes September 4 2007.doc
5. FS - Agenda October 9 2007.doc
6. "Three ideas for faculty spring conference" (paper handout at meeting)
7. Handout hardcopy Memo Oct 1 Hoffman Pandemic Emergency Plan Template

NEXT MEETING  
November 6, 2007