

**IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES
FEBRUARY 7, 2017
3:00-5:00 P.M.
107 LAB OF MECHANICS**

Present: Bigelow, T. (Academic Affairs); Brown, J. (Business); Butler, A. (Secretary); Day, T. (President-Elect); Derrick, T. (FDAR); Freeman, S. (CALs); Holger, D. (Associate Provost); Kimber, M. (Veterinary Medicine); Martin, P. (RPA); Padgett Walsh, C. (LAS); Rippke, S. (Parliamentarian); Russell, D. (Human Sciences); Schaeffer, V. (Engineering); Sponseller, B. (Governance); Sturm, J. (President); Wallace, R. (Past President); Wickert, J. (Senior VP and Provost); Zarecor, K. (Design)

Substitute: C. Schwab for M. Owen

Guest: Dark, V.

I. Call to Order

President Sturm called the meeting to order at 3:00 p.m.

II. Consent Agenda

A. Agenda, Executive Board Meeting February 7, 2017

B. Minutes, Executive Board Meeting January 10, 2017

Senator Bigelow moved to accept the consent agenda. Senator Martin seconded. The motion passed without dissension.

III. Announcements and Remarks

A. President

None

B. President-Elect

None

C. Senior Vice President and Provost

Jerry Falwell

Provost Wickert said that the word is that Jerry Falwell had declined to be nominated to be Secretary of Education. So President Trump asked him to lead a panel looking at higher education reform. It is expected that he will look for ways to deregulate higher education. Provost Wickert added that this need not be a bad thing: the APLU and AAU are interested in removing red tape, because some federal guidelines are conflicting.

Budget

Provost Wickert submitted the Provost Office's plan to address budget cuts to President Leath. The President's Office absorbed a little more than half of the cuts. The portion for Academic Affairs was a little more than \$3 million. The academic colleges will see 0.73% midyear reduction. The Provost's Office will have a 2.25% reduction in its budget.

Past President Wallace asked whether searches will still be conducted. Provost Wickert replied that he has left it up to deans and vice presidents how to deal with the cuts. Some renovation projects will be delayed. Some classroom renovation projects (e.g. Kildee Auditorium) are on hold. Some searches will be affected, including open staff and faculty positions. ISU also pulled back from national commitments, including the online learning initiative through the APLU. ISU is delaying deferred maintenance and capital improvements. There will be no cuts to the dual career program or diversity initiatives (including hires to promote diversity).

President-Elect Day asked about the *Des Moines Register's* report that there is more money to be cut, not yet allocated. Provost Wickert confirmed this, saying that \$11 million is still to be cut. We could see all, some, or none of that reduction.

Senator Martin asked whether these cuts were permanent or one-time. Provost Wickert replied that this is unclear. The deappropriation bill is a one-time matter. And Governor Branstad's proposal made the cuts reset the base for FY18, but increased the base for FY19. It is not clear what the Legislature will do. Senator Zarecor noted that the Alliance for Iowa State reported that the cut was not one-time (February 1: "Unfortunately, this is not a one-time cut as this will reduce the university's base appropriation moving forward."). Senator Freeman replied that the Alliance was reporting about the Governor's proposed starting point.

President Sturm said that the department of Music and Theatre received \$10,000 cut. This was taken out of faculty development money and inessential travel. He said that this shows that the cuts are affecting departments in ways that are meaningful to faculty.

Senator Freeman said that the *Chronicle for Higher Education* reported that higher education appropriations nationally have increased 3.4% for this fiscal year. Only seven states have decreased. Iowa's deappropriation makes us the eighth. This puts us in the bottom group of funding for higher education (not in real dollars). Provost Wickert resisted this characterization. For the past five years, state appropriations have increased. Before that, there were years of decline. But ISU President Leath has expended a lot of energy (successfully) in reversing that trend and getting the state to reinvest in higher education. He added that the cuts are not vindictive, but in response in a slowing state economy. In talking to other schools, Provost Wickert feels that we are treated better by our state legislature than many other states. Some states get a single digit percentage of allocations; we are in the 20% range, and we still receive capital funding. Nevertheless, the cuts are disheartening, because we feel like we are doing a lot of things right: the university is growing and we are doing what the legislators, students, families, and Iowans want. All indicators (graduation rate, private fundraising, and research) support this claim. Furthermore, we have ISU alumni as a senator and incoming governor.

Immigration Ban

Senator Martin asked how the immigration ban affects ISU faculty and students. Provost Wickert replied that it affects everyone, even non-immigrants. There are 15 students and

one faculty member from the affected countries. On a conference call with the National Association of College and University Attorneys, the comment was made that the President has very broad discretion on immigration and national security. ISU will follow the law. In the meantime, ISU is working to communicate what is going on. The International Student and Scholars Office is the point of contact for affected people. We want to give messages of support, but also be honest. We have advised individuals directly affected to seek private immigration counsel; there is no guarantee that they will be allowed back in to the U.S. Admissions offers for graduate and undergraduates are made on the basis of qualifications; we do not discriminate on the basis of national origin. That said, offers explicitly state that there is no guarantee that admitted students in the affected countries will be able to enter the U.S. We have offered deferment for up to one year in the event that the law changes. We do not know what will happen in the courts; the ban may be extended to other countries or the timeline may be extended.

Senator Martin asked for clarification: will ISU not take a stand or make public a viewpoint on the immigration ban from the point of view of our being an inclusive campus? Provost Wickert replied that he thought we did. ISU President Leath issued statement about the institution's position on this. He did a good job of affirming our commitment to inclusion. But we also need to follow the law. We are not at liberty to violate the federal law. President Leath's statement tries to make both of these points. ISU is participating with various national higher education groups (APLU, AAU), which are making group statements. Provost Wickert thought that there is greater power from group statements than individual statements.

Senator Zarecor asked for clarification. A colleague from an affected country is in the process of obtaining a green card. Is the only recommendation to hire private counsel? Provost Wickert recommended contacting International Student and Scholars Office. University Counsel does not provide private counsel.

LMS Review

Senator Freeman asked about the best venue for the LMS review team to communicate the timeline for selection and adoption of the next learning management system. Provost Wickert replied that the more communication about LMS review, the better. He recommended having CELT Director Van Der Zanden and CIO Kurtenbach discuss the matter with FS and have senators report back to their departments. CELT will also deliver campus-wide communication. We want to make sure that faculty interests are represented.

Provost Wickert said that early adopters will be able to switch to the new LMS over the summer for use in the fall. Then in the fall, much of the transition will be automated, and faculty will have time to prepare for the spring. There is a fallback option of extending the current Blackboard contract to Spring 2018, but that is a contingency plan for stragglers.

Senator Zarecor said that the last option would make certain faculty (who are not provided summer pay) feel like they are being required to work. Provost Wickert

repeated that that the license extension is not a plan, but is available if we need it. Senator Martin pointed out that the extension would be helpful for faculty who will be on leave during the transition period.

D. Council Chair Reports

None

E. Caucus Chair Reports

Senator Zarecor said that the College of Design Caucus met with their dean about changing the template for the promotion and tenure document. It is a very contentious matter to adopt the new format of checklist, spreadsheet, and template for all cases. It seems that the proposal will pass, but not without kicking and screaming.

IV. Unfinished Business

A. FH 5.2.4.2.6 Factual Information - [S16-11] – Derrick

Senator Freeman made a motion to postpone the proposal indefinitely. Senator Bigelow seconded.

Senator Butler spoke against the motion. The Provost's Office asked FS to provide clarification to the FH. The current proposal does provide clarification, and it should be sent forward to FS.

Senator Zarecor thought that one of the ancillary benefits of the proposal was that it forces departments to clarify the timeline of when steps are supposed to take place. Although EB cannot come to agreement about the matters of anonymity or confidentiality, the process piece is helpful.

President Sturm noted how much of EB's time has been occupied by this proposal. He thought that bringing it forward to FS would occupy even more time without resolution. He thought it would be better to set it aside for now and return with a fresh perspective.

Senator Martin added that EB hasn't come to agreement yet.

Senator Butler asked why EB thought it had to agree in order to send the motion forward. If the majority of EB says to send it forward, it should be sent forward.

The motion to postpone indefinitely passed with three dissenting votes.

B. FH 10.6.4 Dead Week – [S16-10] – Bigelow

Senator Bigelow presented the latest version of the proposal:

No in-class quizzes or exams may be given on the Thursday and Friday of Dead Week. Quizzes/exams that are administered outside of class such as take-home exams, online exams, or exams given in the testing centers must: (1) open no later than Wednesday (2) Only cover material presented on or before the Tuesday of Dead Week.

Exceptions:

Class only Thursday

Lab components

Half semester courses

Make up exams due to excused absences

Formative assessments intended to enhance student engagement and guide course delivery (e.g. clicker quizzes)

Past President Wallace asked who adjudicates “formative assessment”? Associate Provost Holger replied that Academic Affairs does. Provost Wickert asked whether such assessments count towards the grade. Senator Bigelow replied that they might be used for participation points. Such assessments are not necessarily graded. But he acknowledged that having them graded might motivate students to take them seriously. Past President Wallace observed that this creates a threshold issue. Senator Freeman replied that he didn’t see how to write the policy to cover all the potential things a faculty member might do. He suggested that we could revisit the policy if there are a lot of complaints. Provost Wickert recommended writing a good policy to forestall issues. He thought it would be good to allow practices to monitor attendance and see whether people are getting the concepts presented in lecture. Senator Schaeffer and President-Elect Day thought that the formative assessments should be allowed if they are regularly used in class.

Associate Provost Holger noted that student complaints have arisen for egregious violations, not boundary cases. He expects that trend to continue with the revisions to the policy.

Senator Butler introduced an amendment. The proposal forbids mandatory exams or tests on Thursday or Friday of Dead Week. She thought it provided students some relief, but retains faculty autonomy to determine the nature of their assignments. Senator Bigelow objected to “mandatory” because students may be forced into situations where they do not have an option, because a previous exam or test was missed earlier in the semester and therefore dropped. Senator Butler replied that she thought that Senator Bigelow’s complaint was more about the excused absence policy and faculty not making reasonable accommodations. Senator Zarecor thought the amendment dropped a good feature of the motion, which is to clarify use of testing centers and online tests. The amendment was seconded by Senator Martin, but failed with just one vote in favor.

Senator Martin asked for clarification about the timeline of Wednesday of Dead Week. Senator Brown asked whether students are complaining about questions showing up on exams that cover material they didn’t see. Senator Bigelow confirmed that the concern is about giving an exam on Wednesday over material not covered until later.

Senator Padgett Walsh asked whether a time on Wednesday needs to be specified. After some consideration, the group thought that noon would be appropriate.

The motion passed without dissension.

C. Statement on Faculty Core Values – [S16-12] – Wallace

Senator Martin asked that age be added to the categories of protected groups. After some discussion, per Senator Zarecor's suggestion, the group decided to adopt the list from the Office of Equal Opportunity's Non-Discrimination Statement.

Parliamentarian Rippke cautioned that the statement should make clear that it is the view of the faculty and not the university as a whole. So "ISU welcomes" should either quote ISU policy or be changed to "the faculty welcome."

Some concern was raised about whether this would address the travel ban. Past President Wallace replied that its intent is not to address current political or societal issues. Instead, it articulates what we value as faculty and what is codified in FH. If passed, the motion will become a public document, posted to FS website and the FH citations will be removed. If someone wishes to draft a "What is Tenure?" document, a hot link could be provided to that from the Core Values Statement.

Senator Butler volunteered to work with Past President Wallace to make the language more uniform ("we value") and remove infelicities ("synergies," etc.). Senator Freeman moved to forward the amended statement to FS. President-Elect Day seconded. The motions passed without dissension.

V. New Business

A. Discontinuation of Athletic Coaching Minor – [S16-13] – Bigelow

B. Discontinuation of Sports and Recreation Minor – [S16-14] – Bigelow

Senator Bigelow said that the reason for the discontinuations was low numbers. President Sturm pointed out that the supporting documentation showed increased enrollments.

Senator Derrick said that the reason has to do with changed emphasis in the department. It used to be Health and Human Performance, which served physical education teachers and sports. Now the department is Kinesiology, which serves physical therapists.

President-Elect Day said that in order to coach athletics in Iowa, certification is required. This minor does not supply that certification. Instead, the coach needs to attend classes on weekends. So advisors need to tell their students that there are better ways to achieve their coaching goals.

Provost Wickert thought that the rationale could be fixed to explain the options and preferred paths for coaching. He would like to see the School of Education review and okay the proposal. It should explain the claim about insufficient enrollment: what would a viable number be and why is the current program unlikely to reach that number? This is an internal document, so Provost Wickert would not be required to defend it to BOR.

C. Increase Transfer GPA – [S16-15] – Bigelow

Senator Freeman said he supported the motion, but the presentation needed to be changed so that the motion and rationale are clearly stated.

Senator Zarecor asked why the increase was not to 2.5 instead of 2.25. President Sturm replied that the data about success support moving over the next three years to requiring a GPA of 2.25 for students transferring with an AA.

Senator Bigelow thought that if the change was adopted, it should be immediate and not phased in over three years. He did not want transfer students to use the three years to inflate their grades.

Senator Freeman asked for clarification about whether this is an issue for FS to decide. Associate Provost Holger replied that the recommendation comes from FS Academic Standards and Admissions Committee and needs FS approval and beyond. Associate Provost Holger discussed the proposal with Student Affairs. They said that the student success data support the change. Their concern was the effective date; the change would not be publicized until after students begin to apply for Fall 2018 admissions.

President Sturm said he supported making the change effective in Fall 2019. Senator Martin observed that students and their parents use the university Catalog to make decisions about acceptance. Past President Wallace also thought that, if approved, advisors would need to be made aware of the change. Senator Bigelow concurred that Fall 2019 would be the earliest the change could be made.

Senator Butler advised against including the spreadsheet data in the motion forwarded to FS. Some of the information was confidential. Senator Freeman agreed.

Provost Wickert recommended revising how the motion is introduced. The focus is student success; it does not single out underrepresented or low income groups. Associate Provost Holger noted that the statistics about underrepresented and low income groups was presented in response to questions about disparate impacts. The original data were about transfer student populations in general.

Senator Bigelow said that he could make the revisions in time to send to FS. The motion passed without dissension.

D. Eliminate Summer Option [S16-16] - Bigelow

Senator Freeman said that he supported the motion but wanted to see change in the presentation. Senator Butler recommended suppressing the background information.

Associate Provost Holger noted that, if approved, the change could take place for Summer 2018.

The motion passed without dissension.

E. Bachelor of Science in Nursing [S16-17] - Bigelow

Senator Bigelow said that this proposal was waiting for supporting letters from University of Iowa. It will serve a large need of continuation for people with RN degrees (typically from DMACC). There is support from hospitals for nurses to have BS degrees.

Senator Freeman said that he thought this was a good idea, but the proposal is inadequate. In section (H) it is claimed that no new facilities will be needed, but the program will bring in 100 new students. Who will teach these courses? Won't it require new faculty? Senator Bigelow said that a lecturer had been hired to teach these courses. Is that new faculty? The form does not make clear how to count that.

Provost Wickert reiterated that this is a completion program. Students already have an AA and an RN, so they will transfer in 80 credits. The types of courses offered at ISU will be in dietetics, nutrition, wellness, liberal studies, and leadership. The students will have clinical experience (e.g. at MICA, Mary Greeley, Marshalltown, or Boone) and the program will serve Mid-Iowa practitioners. This is not a traditional Nursing or RN program. The proposal arose from a partnership between ISU President Leath and DMACC President Denson to provide a local BSN option. The university is committed to providing resources to support this program. The Provost's Office is picking up 50-100% of the salary of the new person.

Provost Wickert added that there are twenty RN to BSN completion programs. University of Iowa's program is online. Allen College is a private college, so their program is pretty expensive. The proposed program would be entirely face-to-face, targeted at the central Iowa market. It would leverage our current expertise in nutrition.

Senator Zarecor asked whether the transfer credits would be technical credits. She worried that an exception was being made for students in this program. Associate Provost Holger said that students are allowed to transfer more than 80 credits. Graduation requires that a certain number of credits be obtained while in residence. There is a limit for transfer credits from AA degrees. Senator Freeman added that RN credits are academic, not vocational.

Senator Freeman recommended putting Provost Wickert's rationale for the program in the document.

President-Elect Day moved to accept the motion so modified. Senator Schaeffer seconded. The motion passed without dissension.

F. Pharmacology and Toxicology Minor [S16-18] – Bigelow

Senator Bigelow observed that this minor is not common. It provides interesting opportunities for pre-med students and others interested in the intersection of toxicology and environmental issues. Senator Kimber spoke enthusiastically about the proposal.

Senator Schaeffer moved, and Senator Schwab seconded. The motion passed without dissension.

G. Proposed LAS College-Wide Communication Proficiency Grade Requirement [S16-19] – Bigelow

Senator Bigelow expressed surprise at the proposal, remembering that it was supposed to be a university-wide requirement. Senator Butler said that his memory was correct. Senator Bigelow asked Senator Butler (or someone from Academic Standards and Admissions Committee) to provide a revised proposal.

H. US Diversity Course Requirement [S16-20] – Bigelow

Senator Martin recommended adding age as a protected group in Table 1. Senator Bigelow replied that the list was copied from the current diversity requirement. He added that the material was background of existing documents.

Senator Bigelow said that faculty were asked multiple times in multiple ways to complete a survey about the diversity courses under their management. The survey asked simply what is in the course, whether they can assess the outcomes and how. Faculty were told that if they did not complete the survey, their course would be removed from the approved diversity course list. One of the tables enumerates the courses for which no answer was received. He acknowledged that it was difficult to compile a list of diversity courses, because some courses are offered every other year.

Senator Zarecor said that she noticed two problems. In one case, a faculty member requested an extension because of medical leave. The extension request was not granted.

Senator Bigelow said that the list would go into effect for the 2018 Catalog. Faculty from eliminated courses would need to reapply through their college Curriculum Committees.

Senator Zarecor thought that there should be some kind of mechanism for appeals. Senator Bigelow replied that there is opportunity to appeal before Fall 2017.

Provost Wickert asked whether faculty responsible for eliminated courses know that they are on the list for elimination. For example, eliminating the Carver Freshmen Seminar (for George Washington Carver students) would be a big deal. What analysis has been done on the Table 3 courses? Senator Bigelow replied that after emailing faculty several times and receiving no response, associate deans were contacted multiple times.

Senator Freeman asked which faculty are responsible for UNIV courses. Senator Bigelow replied that he did not know. Senator Martin recommended contacting departments.

Senator Bigelow repeated that there is time between now and November to get back on the list.

Senator Freeman asked which departments own Honors, George Washington Carver Freshmen Seminar, and other university-wide courses. He thought that it might be like interdisciplinary graduate programs, where there is no clear owner. Provost Wickert

recommended sending the lists of retained and eliminated courses to the associate deans to ask for review before FS acts. Senator Bigelow reiterated that associate deans had the opportunity to respond to the survey. He thought the committee had done its due diligence.

Senator Zarecor said that she thought the committee's charge was to ensure that diversity courses were meeting the goal of the requirement. Senator Bigelow replied that the first stage was to remove courses that are not meeting the requirement at all. The second stage, he thought, should be to encourage faculty to articulate and assess how they are meeting outcomes. Faculty would be provided examples of how others assess outcomes. Senator Zarecor observed that failure to respond to the survey does not imply that the courses do not have diversity-related outcomes or do not assess those outcomes. Senator Bigelow reiterated that the committee reached out several times. They had to make a decision. Faculty have until November to get back on the diversity courses list.

Senator Freeman moved to send the proposal forward with some revisions. The table of approved courses needs to be in the front. The remainder of the information can be presented as background information.

President Sturm said that he teaches a course (American Music History) every three years. It is not on the list. Will it be dropped? Senator Bigelow said that if it is not on the list of approved courses, it will be dropped. Senator Martin thought it would be helpful to provide two tables: the approved list and the dropped list. Senator Bigelow thought it was clearer just to have the approved list. If a course offered every three years is not on the list, the committee needs to be made aware of it before November.

Senator Bigelow added that someone needs to maintain this list and add classes when they are approved.

Senator Martin reiterated his view that the dropped list should be included. People respond to seeing that their course has been dropped. Senator Bigelow thought that it would be difficult to ensure that all of the classes are listed.

Senator Schaeffer thought it would be clear to propose the list of approved courses and explain the process to get a course added to the list. President-Elect Day supported Senator Schaeffer's proposal. Past President Wallace said that there needs to be explanation about how and to whom (College Curriculum Committee) faculty need to apply for reinstatement. He also asked whether there is anything implied about evaluation by the diversity committee or someone else? Senator Bigelow said that there was no such implication.

Senator Bigelow said that he would pull out the current list and distribute it.

I. FH 3.2 Appointment Procedures [S16-21] – Sponseller

Senator Freeman thought the motion was straightforward. He moved to send it to FS. Senator Sponseller seconded. Senator Schaeffer noted that the title of the department is

“Civil, Construction, and Environmental Engineering.” The motion passed without dissension.

VI. Approval of the February 14, 2017 Faculty Senate Agenda- 4:50 p.m.

The group modified the agenda to remove items not forwarded to FS: items (VII)(A), (C), (D), and (I).

VII. Good of the Order

President Sturm called senators’ attention to a petition from AAUP to protect tenure and academic freedom. Senator Freeman recommended announcing it during President’s announcements at FS.

Past President Wallace said that the NTE Task Force is finalizing its report. One recommendation will be to make it possible for NTE faculty who have served for ten or more years at ISU to apply for emeritus status. Another is to distinguish assistant, associate, and professor ranks of teaching professor, as well as adding a third rank for lecturer appointments. He asked whether EB would like to see the document before it is sent to Governance Council. Senator Freeman recommended sending it to EB first.

Senator Freeman noted that ISU President Leath will make remarks at the FS meeting. He recommended scheduling the EB photograph for before the meeting.

VIII. Adjourn

The meeting adjourned at 5:15 p.m.