



IOWA STATE UNIVERSITY  
Faculty Senate

**EXECUTIVE BOARD MEETING MINUTES**  
**March 28, 2023 – 3:00–5:00 P.M. – Lab of Mechanics 107**

**Attending (10):** Perkins, J. [Pres]; Wheeler, A. [Past Pres], Wallace, R. [Sec], Bigelow, T. [RPA & ENG CC], Frank, M. [Gov], Freeman, S. [J&A], Gillette, M. [HSC CC], Hanson, V. [CALC CC], Parsa, R. [Acad Affairs], Peterson [LAS CC] **Absent (5):** Alshihabi, D. [FDAR], Bennett-George, S. [Pres-Elect], Day, T. [VET CC], Faber C. [DSN CC], Townsend, T. [BUS CC]. A quorum was determined to be present for the meeting.

**Provost Office:** Wickert, J. [Provost]; Bratsch-Prince, D. [Assoc. Prov.]

**Guests:** Knief, A. [Parliamentarian],

1. **Call to Order** – President Perkins called the meeting to order at 3:05 pm
2. **Consent Agenda**
  - a. The Consent Agenda and minutes from the March 7, 2023 EB meeting were approved by voice vote.
3. **Unfinished Business**
  - a. FH 2.9 Definitions – Duplication of definitions in Sect. 2.9 & 7.2.7 – [22-18] – Frank  
- No Additional questions or comments have been received; the item will be on the 4 April Faculty Senate Agenda for its second reading.
  - b. FH 6.3.1.1, 6.3.2.1, and 6.3.3.1 – Eligibility for University, Distinguished, and Morrill Professors [22-19] – Frank  
- No Additional questions or comments have been received. It was noted that FH Section 6.3 will be added to those affected sections related to this change in eligibility. The item will be on the 4 April Faculty Senate Agenda for its second reading.
  - c. Discontinuation B.S. Biophysics [22-20] – Parsa  
- No Additional questions or comments have been received; the item will be on the 4 April Faculty Senate Agenda for its second reading.
4. **New Business**
  - a. Discontinuation of B.A. in Speech Communication – [22-21] – Parsa  
- Sen. Parsa explained the rationale for the request citing declining enrollment in Speech Communications as a major. It was noted that the Speech Communications Minor will still be maintained; Freeman asked about having a sufficient number of courses to sustain the minor for those students wishing to complete it. It was determined that despite the courses that are planned to be no longer taught, there will be sufficient opportunity for students to complete the minor with the remaining SP CM courses. The item will be on the 4 April Faculty Senate Agenda for its first reading.

- b. Canvas Menu Bar link “Mental Health Resources” [22-22] – Parsa
  - Sen. Parsa introduced this matter regarding the suggestion to add another link to the Canvas sidebar menu such that students are provided a direct link to various mental health resources. After some discussion, it was decided that the EB will endorse this idea, but since it presents no actionable item for discussion and decision by the Faculty Senate, it should not be presented as a docket item. It was suggested that docket number [22-22] be recycled for the next docket item to be considered by the Senate.

## 5. Announcements

- a. Faculty Senate President – Perkins
  - President Perkins announced that President Elect Bennett-George was absent due to several family matters.
- b. Faculty Senate President-Elect – Bennett-George - No report (absent)
- c. Past President – Wheeler - No report
- d. Senior Vice President and Provost – Wickert
  - The Provost reported that the transfer of leadership in Extension and Outreach is taking place from retiring VP John Lawrence to new Vice President Jason Henderson.
  - It was reported the outlook from Admissions remains favorable for Fall 2023; there have been increases in admissions each year for the past 3 years. Both Sophomore and Junior classes are also increasing (retention) with approximately 6-7% increases. Transfer student numbers have also increased compared to last year at this time.
  - The group then briefly discussed issues involving current/proposed legislation related to DEI initiatives. The Provost reported that the Board of Regents has developed a committee to review and investigate the DEI initiatives at all three Regents universities; the directive is for current DEI activities to continue, but to stop development of any additional DEI activities until such time the Board authorizes further development.
- e. Council Chairs:
  - 1. ACAFF - Parsa – No additional items from Academic Affairs; one possibly being received over the next few weeks.
  - 2. FDAR –Alshihabi – No report – (Absent)
  - 3. GOV – Frank – The Governance Council is reviewing and overhauling the orientation presentation for new members of the Faculty Senate. He requests input or additional feedback for priority items that must be included in the presentation.
  - 4. J&A – Freeman – Sen. Freeman reported that the first workshop on the revised process of Progressive Corrective Action was well attended by department chairs and other administrators; the workshop was received as a very helpful, productive session by participants. A second workshop is scheduled for April 7th
  - 5. RPA –Bigelow – The RPA Council is attempting to schedule a future meeting where new Vice President for Operations and Finance Shawn Norman meets with RPA; if this meeting cannot be scheduled for the remaining time during the current semester, it may need to take place during the Fall 2023 semester. The council had a short meeting scheduled for March 28<sup>th</sup>.
- f. Caucus Chairs:
  - 1. CALS - Hanson – Sen. Hanson stated that the CALS Caucus is reviewing overturn of senators and council/committee appointments for 2023-2024. There a group formed to review the use and ownership of instructional materials chaired by Prof.

Steve Lonergan and a representative from the University Counsel office. The goal of this group is to make recommendations and develop a university policy (for placement in the Policy Library and not the *Faculty Handbook*) about how instructional materials developed by faculty at ISU are handled regarding ownership and use. The group hopes to complete its work by the end of October, and would like to meet with all college caucuses over this time. This will include copyright policies, changes in technology of development and delivery, and other relevant matters.

2. BUS – Townsend (Absent) – Report by Perkins: A committee has been seated by the Provost to complete an administrative review of Dean Spalding. It is anticipated that the committee will complete its work by the end of the Spring semester or by early summer.
3. DES – Faber – No report. (Absent)
4. ENG – Bigelow – Sen. Bigelow noted concerns about the process of adding students to classes with and without the professor’s knowledge or permission. He noted that the “allowable” process where the course instructor is not notified, and students are added without instructor knowledge or approval has created problems in several engineering classes. The process should be investigated, and improvements made to enrollment control.
5. CHS – Gillette – 1.) Questions was raised about further submissions of courses to be considered by the committee to be include on the US Diversity course list; additional opportunities remain yet this spring to be included for review at the April 19<sup>th</sup> and May 3<sup>rd</sup> committee meetings. 2.) The question was raised that with the State of Iowa terminating its use of Workday, will that change in any way affect ISU? [This will not affect ISU.] 3.) Concerns were raised regarding the Regents Faculty Excellence Awards and how they are selected. Initiating a group discussion, it was noted that the 3 Regents universities are handling the selection process for this award in different ways. It was proposed that the eligibility requirements be changed from the current minimum term of 15 years of service to 5 years of service, and that Term Faculty be included in this eligibility. It was noted that named professorships (Distinguished, University, and Morrill) would remain ineligible for this award. The group discussed further aspects of the process of award selection, including information provided by Assoc. Provost Bratsch-Prince.
6. LAS – Peterson – Sen. Peterson reported that further discussions are taking place focusing on the issues surrounding the use of instructional materials. He also clarified the selection process for carrying out Caucus Chair elections, and reported that Dean Schmittmann has called a special joint meeting of the LAS Faculty Senate Caucus and the LAS Representative Assembly on March 29<sup>th</sup>.
7. VET – Day – No report (absent).

## **6. Approval of FS Agenda for 4 April 2023**

With the proviso to remove item number 3 [Special Order: Vision for the Division of Operations and Finance - Shawn Norman, VP Operations and Finance] from the proposed FS Agenda, it was adopted by voice vote without opposition.

## **6. EXECUTIVE SESSION**

A motion was received by Parsa, second by Bigelow for the body to move into Executive Session. The motion was adopted by voice vote, and the body went into executive session at 4:22 pm.

Discussion was on review of committee recommendations for candidates for University Professor [Diane Rover], Morrill Professor [Locke Karriker], and for the Regents Faculty Excellence Award [Dan Anderson].

A motion was made by Peterson, second by Parsa to come out of executive session; the motion was adopted by voice vote. The meeting resumed at 4:56 pm.

**8. Good of the Order**

- No Items were presented for the Good of the Order.

**9. Adjournment**

a. The meeting was adjourned at 4:57 p.m.

Respectfully submitted,

Robert S. Wallace, Secretary - ISU Faculty Senate