



IOWA STATE UNIVERSITY
Faculty Senate

EXECUTIVE BOARD MEETING MINUTES
November 8, 2022 – 3:00–5:00 P.M. – Lab of Mechanics 107

Attending (10): Bennett-George, S. [Pres-Elect] Wallace, R. [Sec], Bigelow, T. [ENG CC], Day, T. [VET CC], Faber C. [DSN CC], Frank, M. [Gov], Hanson, V. [CALC CC], Muecke, M. [RPA], Parsa, R. [Acad Affairs], Peterson [LAS CC]. **Absent (6):** Alshihabi, D. [FDAR], Freeman, S. [J&A], Gillette, M. [HSC CC], Perkins, J. [Pres], Townsend, T. [BUS CC], Wheeler, A. [Past Pres]. A quorum was determined to be present for the meeting.

Provost Office: [none present; attending APLU meeting]

Guests: Knief, A. [Parliamentarian],

1. **Call to Order** – President-Elect Bennett-George called the meeting to order at 3:03 pm
2. **Consent Agenda**
 - a. The Consent Agenda was approved by voice vote.
3. **Unfinished Business**
 - a. FH 7.2.7.6 Progressive Corrective Action [22-1] – Bennett-George
 - This item is continued and referred to further discussions and future meetings with committee and Sen. Padgett-Walsh to clarify proposed amendments.
 - b. Discontinuation: Latin Undergraduate Minor [22-3] – Parsa
 - c. Discontinuation: Latin Graduate Minor [22-4] – Parsa
 - No comments received on these discontinuation actions following first reading.
 - d. Undergraduate Minor in Spanish Translation and Interpretation Studies [22-5] – Parsa
 - No comments received on the proposed new minor following first reading.
 - e. BS Biomedical Engineering [22-6] – Parsa
 - An updated and revised proposal was received addressing some of the issues raised at the FS meeting of Oct 18
 - Parsa reported that discussions were taking place between the proposers of the new major, and other faculty who expressed interest or concern about the proposed curricular composition of the major
 - The EB discussed several issues surrounding the processes involved with approval of new academic programs, the requirement of receiving approvals and letters of cooperation from affected or related departments and programs, which committees and councils are responsible for ensuring that proposals have the necessary letters and approvals before they come the EB and the Faculty Senate for review and approval.
 - The EB agreed that these concerns should be addressed through consultation with the Academic Affairs Council, FS Curriculum Committee, and college curriculum committees.
 - By general agreement, the item will be placed on the FS Agenda of Nov. 15 for second reading.
 - f. Posthumous Degree Policy [22-7] – Parsa

- Parsa noted that there have been some minor changes in the text of the proposed policy.
- Motion by Frank, second by Peterson to accept the edits and corrections to the proposed policy. Motion was adopted following an affirmative voice vote, without opposition.
- By general agreement, the item will be placed on the FS Agenda of Nov. 15 for second reading.
- g. Drop Limit Policy [22-8] – Parsa
 - Parsa noted that no additional comments were received since the first reading on Oct. 18
 - By general agreement, the item will be placed on the FS Agenda of Nov. 15 for second reading.
- h. Updated Faculty Handbook [22-9] – Frank
 - Frank noted that no additional comments were received since the first reading on Oct. 18
 - By general agreement, the item will be placed on the FS Agenda of Nov. 15 for second reading.

4. **New Business – 3:40 p.m.**

- a. Last 32-Credits Policy [22-10] – Parsa
 - The proposal is to modify the existing policy to allow students who elect to study abroad or to participate in other off-campus experiential learning opportunities to be able to include those credits without the “penalty” of not taking those credits as part of their final 32 credits earned at ISU.
 - By general agreement, this item will be placed on the FS Agenda of Nov. 15 for its first reading.

5. **Announcements**

- a. Faculty Senate President – Perkins - No report. (absent)
- b. Faculty Senate President-Elect – Bennett-George
 - President-Elect Bennett-George reported that she will be attending the Board of Regents meeting tomorrow (9 November).
- c. Past President – Wheeler - No report. (absent)
- d. Senior President and Provost – Wickert - No report. (absent)
- e. Council Chairs:
 1. RPA – Muecke – Reported that RPA will meet next week. College budget advisory committees are involved with budgeting activities at the college level. The meeting will include updates from the Provost and will have several topics for discussion. Among them are the possible re-naming of academic programs to make them more appealing to potential students. There is also a push for innovative new academic programs as part of the Jump Start initiative. This effort is to develop attractive future fields of study that are of interest to students and future career directions.
 2. ACAFF - Parsa – No additional items have been received by Academic Affairs at this time. In a report from the U.S. Diversity committee, there is a need for approx. 2,500 seats, however only ~1,000 seats are currently available with approved courses. At this time there are 14 courses under review; a total of 27 courses were submitted for approval.
 3. GOV – (Sen. Peterson reported for Frank, who needed to leave early) – The Governance Council has been working on developing a flowchart to simplify understanding of the approval process for academic programs and other proposals

and actions requiring review and voting through the Faculty Senate structure. The Council is also reviewing and proposing edits, updates, and improvements to the Faculty Senate Procedures Manual.

4. FDAR – (Sen. Muecke reported for Alshihabi, who was absent) – The council has established a committee to review the role of faculty in performing institutional service, and to evaluate the aspects of how ‘credit’ is received for time spent by faculty in service and leadership roles for the institution at all levels. The council also continues its efforts on defining and establishing clarity on the use of academic materials developed by faculty and the intellectual property status it has with respect to determining ‘ownership’ of the materials by the faculty that developed it or the university.
5. J&A – Freeman - No report. (absent)

f. Caucus Chairs:

1. LAS – Peterson – Sara Marcketti recently met with caucus. A concern noted is that many in the caucus do not understand the Corrective Action policy and are confused about the intent and rationale. Raised the question if some of the current letters issued by chairs are the result of responses or concerns related to HF 802? The caucus is scheduled to meet with Dean Schmittmann on November 10th.
2. VET – Day – No updates.
3. DES – Faber – Reported that the Design caucus is scheduled to meet with Sara Marcketti on November 3rd
4. CALS - Hanson – Reported that the CALS caucus is scheduled to meet with Sara Marcketti on November 10th. In early December, the caucus will meet with Dean Robison to go over budget matters.
5. ENG – Bigelow – No updates.
6. BUS – Townsend – No report (absent).
7. HSC – Gillette – No report (absent).

6. Approval of FS Agenda for 15 November 2022

The FS Agenda for 15 November was presented and reviewed; the EB approved the agenda by voice vote.

7. Good of the Order

[None received]

8. Adjournment

- a. The meeting was adjourned at 4:11 p.m.

Respectfully submitted,

Robert S. Wallace, Secretary - ISU Faculty Senate