IOWA STATE UNIVERSITY
Faculty Senate

EXECUTIVE BOARD MEETING MINUTES
Tuesday, February 6, 2024 – 3:00-5:00 p.m.
107 Lab of Mechanics

Attending (15): Bennett-George, S. [President], Parsa, R. [Pres-Elect], Perkins, J. [Past Pres], Wallace, R. [Sec], Bigelow, T. [RPA & ENG CC], Butler, A. [LAS CC], Day, T. [VET CC], Frank, M. [Gov],Freeman, S. [J&A], Gillette, M. [HSC CC], Hornbuckle, B. [FDAR], Janvrin, D. [BUS CC], Schieltz, J. [Acad. Affairs], Smalley, S. [CALS CC], Wheeler, A. [DSN CC].
Absent (0): - A quorum was determined to be present for the meeting.
Provost Office (2): J. Wickert [Provost], D. Bratsch-Prince [Assoc. Provost], A. VanderZanden [Assoc. Provost]

Guests: Knief, A. [Parliamentarian]

1. **Call to Order** – President Bennett-George called the meeting to order at 3:07 pm

2. **Consent Agenda**

    a. EB Agenda February 6, 2024
    b. EB Minutes January 16, 2024
    The Consent Agenda was adopted by voice vote without dissent.

3. **Unfinished Business**
    a. Graduate Faculty Cabinet Proposal [23-15] – Freeman
    - Senator Freeman reviewed the current status of the proposal. Sen Gillette asked about various graduate faculty and representation under the new structure which includes full and associate graduate faculty members. The proposed structure does not include rank-only and affiliate faculty.
    - Following further discussion, no additional comments or questions were raised.
    - The action will be placed on the February 13th FS meeting agenda for the second reading.

4. **New Business –**
    a. Resolution to Support Student Voting on Election Day [23-16] – Kedrowski
    - Discussion included the confirmation that the resolution was non-binding, and that it was directed at faculty and not students. It was recommended that the term 'presidential' be changed to 'general' [election].
    - Further discussion identified specific concerns regarding student behavior if a "free pass" was given to miss class on election day; the intent is for faculty to encourage students to vote and for faculty to try to help this process and to remove any barriers to voting if possible. It was decided to move the resolution to the Faculty Senate for its inclusion on the February 13th agenda.

b.   Term Faculty FH Revisions (FH Sections: 3.3.2; 5.4.1.2; 5.4.1.3) [23-17] - Frank
  -    Senator Frank summarized the proposed revisions of three sections of the *Faculty Handbook* regarding the roles Term Faculty can serve in, along with the procedures involved with reviewing performance, renewing contracts, and review for advancement.
  -    Senator Butler requested that the revisions be considered separately to allow discussion on each proposed revision.

  -    ***Discussion regarding §3.3.2:***
  -    *Prior service of Term Faculty considered at time of appointment.* Several suggestions were made to modify some of the revised language in this section as presented; motion by Freeman, second by Perkins to amend §3.3.2 as described. Adopted by voice vote.
  -    Motion received from Perkins, second by Bigelow, to add 'administration' to the list of examples in §3.3.2. Discussion.   Adopted by voice vote.

  -    ***Discussion regarding §5.4.1.2:***
  -    *Review for renewal of appointment.* Discussion included the potential for having two separate "clocks" functioning simultaneously for both periodic and and appointment renewal actions.
  -    Further discussion suggested several specific changes to improve the clarity of how the timing of periodic evaluation and renewal evaluations will operate. Sen. Frank will send revised wording for §5.4.1.2 to be included in the FS packet for the meeting on Feb. 13.

  -    ***Discussion regarding §5.4.1.3:***
  -    *Advancement and credit for prior service.* Sen. Butler communicated that several concerns were raised by the LAS representative Assembly and the LAS Dean, particularly about short-term contracts. It was suggested that credit for prior service be considered at the time of the first multi-year contract.
  -    Regarding the solicitation of external letters, several redundancies were noted in 5.4.1.3, Paragraph 4. A motion was received from Sen. Butler, second by Parsa, to delete the newly added text, and to keep the original [deleted] text regarding the solicitation of external letters. The motion was adopted by voice vote
  -    Sen. Hornbuckle asked for confirmation that review committee members would be constituted of faculty at or above the candidate's rank.

5.   **Announcements**
   a.   President - Bennett-George
   - President Bennett-George reminded the EB that the comment period for providing feedback on the policy for Ownership of educational materials closes on 15 February.
   - Progress on the administrative review of the Office of the President has been made; committee members have been announced and a committee chair (Dr. E. Lonergan) has been identified and must be ratified by the Faculty Senate. A motion was received from Sen. Butler, second by Sen. Bigelow to approve the committee composition. The motion was adopted. Sen. Lonergan's position as chair will need to be endorsed by a vote of the Senate, which will take place at the February 13th meeting.
   - Pres. Bennett-George wanted to thank the Academic Affairs Council Chair Shieltz and Professor Reddy-Best for their work on the response to the Board of Regents Adopted Recommendations Numbers 4b and 6.

- The vote on new members of the Athletics Council will take place at the March 19th Faculty Senate meeting.
- Representative of the Bookstore will be invited to give a presentation on the proposed Immediate Access teaching materials.

b.   President-Elect - Parsa
      - No announcements.

c.   Past-President – Perkins
      - The proposal for the Minor in Artificial Intelligence is being presented to the Faculty Senate Curriculum Committee next week on Thursday (Feb. 8).

d.   Senior Vice President and Provost - Wickert
      - The Provost distributed data on the January 1st final salary increases within the Academic Affairs Division.
      - He also presented a table showing projected tuition revenue compared with actual tuition revenue, and the observed variance. The total tuition revenue received is approx. $10M (Spring semester $5.5M). He noted that tuition revenue distributed to colleges is better than the budgeted amount.
      - The projected admissions numbers for Fall 2024 "look good", although making accurate projections this year has become difficult due to the problems with late FAFSA form release and delayed applications from prospective students (a national problem, not unique to ISU).
      - This coming weekend (9 Feb. through 12 Feb.), Workday will not be available so that IT can accomplish a major data upload to the Workday system. This will impact a total of about 1,200 people, including approximately 700 faculty. It will not affect other users of IT systems.
      - Dr. Wickert reported that Iowa House Bill No. 2327 has been introduced that will directly affect several significant operational procedures under Board of Regents purview. Among the most significant changes being proposed in this bill is the procedure of how regent university Presidents are chosen (e.g. without input from the university community; essentially a "closed-door' process). The bill would also enter the 'Board of Regents Adopted Recommendations' into Iowa Code, would cap tuition increases at 3%, and takes away much of the control the BoR has. It would also add a legislator as an *ex officio* member of the Board.
      - On February 12th, a reception will be held for faculty who received prestigious honors, awards, and other recognition.
      - Assoc. Provost VanderZanden provided and update on the new program and department name changes (e.g. BPMI) and how the name changes will be implemented and when students can enroll in them, along with the processes by which students are admitted to the programs. Work is continuing with the Registrar's Office to affect the necessary Catalog changes and how to promote these new programs. When these mechanisms have been finalized, individual programs will be notified.
      - The Provost answered questions at the conclusion of his announcements.

- POINT OF ORDER – 5:00 pm - Motion by Perkins, second by Hornbuckle, to extend the meeting by 5 minutes. No discussion. Motion was adopted.

e.   Council Chair Reports

- Academic Affairs – Schieltz – Presentation by the bookstore was given to explain the Immediate Access resources being proposed. The U.S. Diversity Committee is developing a new syllabus statement for approved courses and is working on a name change of this group of General Education courses to meet the USD requirement.
- FDAR – Hornbuckle – Council is continuing its work on the proposed revision to FH §5.2.2.5. for Extension and Outreach faculty. Additional work is being done to develop an informational document for staff and spouses to qualify for resident tuition rates.
- Governance – Frank – Nothing to add.
- J&A – Freeman – Nothing to report.
- RPA – Bigelow – Nothing to report.

    f.   Caucus Chair Reports
- BUS – Janvrin – The Documents Committee will work with Dr. F. Montabon on revisions.
- CALS – Smalley – President Bennett-George will meet with the caucus in the near future.
- DES – Wheeler – Nothing to report.
- HUM SCI – Gillette – Nothing to report.
- ENG – Bigelow – The caucus will meet at the end of February,
- LAS – Butler – The caucus will be meeting shortly.
- VET – Day – Nothing to report.

6. **Approval of the February 13, 2024 Faculty Senate Agenda**
   - Motion received from Se. Hornbuckle, second by Bigelow to remove the Resolution on student voting [23-16] from the agenda. Discussion on motion continued. Sen. Freeman spoke against sending the resolution back to Sen. Kedrowski.
   - POINT OF ORDER – 5:07 pm - Motion by Perkins, second by Bigelow, to extend the meeting by 5 minutes. No discussion. Motion was adopted.
   - After further discussion, the motion was defeated and the resolution will be included on the agenda for the Feb. 13 Faculty Senate meeting.
   - By general consent, the proposed agenda was adopted.

7. **Good of the Order**
   - Sen. Butler expressed concerns about the conduct of the Iowa State Univ. Police, and asked if Chief Newton could be invited to the next Faculty Senate meeting to explain the situation and respond to questions.

8. **Adjournment**
   - The meeting was adjourned at 5:10 pm.

Respectfully submitted,
Robert S. Wallace, Secretary - ISU Faculty Senate