



IOWA STATE UNIVERSITY
Faculty Senate

EXECUTIVE BOARD MEETING MINUTES

January 16, 2024 – 3:00–5:00 P.M.

Meeting conducted virtually via WebEx due to extremely cold weather.

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]

Guests: Knief, A. [Parliamentarian]

1. Call to Order – President Bennett-George called the virtual meeting to order at 3:03 pm

2. Consent Agenda

- a. EB Agenda January 16, 2024
- b. EB Minutes December 5, 2023

The Consent Agenda was adopted by voice vote without dissent.

3. Special Order: Administrative Review of the President's Office – Bennett-George

- There is a need to return to the Faculty Senate's normal cycle of conducting reviews of senior administrative offices and officers, per the requirements in the *Faculty Handbook*. The cycle was interrupted due to the COVID pandemic; the last office to be reviewed was the Provost Office in 2018.
- A group of 8 people representative of all colleges was selected to serve on the review committee. Senator Elisabeth Lonergan has agreed to chair the review committee.
- Approval from the Senate to endorse the conducting of the review and committee will be sought at the January 23rd FS meeting. Additional discussion was held about the procedure and timeline.

4. Unfinished Business

- a. ISU Catalog Proposed Policy: Grading as it Impacts Repeating Courses [23-10] – Schieltz
- b. Name Change: B.A. Scientific Illustration and Visualization [23-11] – Schieltz
- c. Undergraduate Minor Applied Mathematics [23-12] – Schieltz
- d. Master of Digital Health [23-13] – Schieltz
- e. B.A. Sports Media and Communication [23-14] – Schieltz
- Senator Schieltz reported that there have been no comments received or any additional concerns raised about all five of these proposed actions since the December 2023 Faculty Senate meeting. The EB unanimously approved including all of them on the agenda of the January 23rd FS meeting for their second readings.

5. New Business –

- a. Graduate Faculty Cabinet Proposal [23-15] – Freeman
- Senator Freeman gave an overview of the current status of the proposal, including review of the procedures used to introduce the proposal, and vote of the graduate faculty during the Fall 2023 semester that resulted in support of proceeding with the proposed action.
- The proposal is now at the stage to move forward with drafting language in the Faculty Senate Bylaws to have the current Graduate Council incorporated into the Faculty Senate structure as a representative group under the purview of the Academic Affairs Council. He noted that there is confusion regarding retaining the name “Graduate Council” if it is to be moved to within the Academic Affairs ‘Council’s structure. He noted that the name ‘Graduate Faculty Cabinet’ will replace Graduate Council when the transition is complete.
- Several questions were raised by EB members about these changes:
 - Sen. Hornbuckle asked about postdoctoral scholars – are they students or employees (The University does not consider them students.)
 - Sen. Hornbuckle asked if Graduate Lecturers are considered ‘faculty’ – They are not.
 - Secretary Wallace asked if use of the term ‘Cabinet’ could potentially be confusing compared to other ‘cabinets’ on campus which are primarily administrative leader groups.
- Sen. Freeman stated that the Dean of the Graduate College would choose the chair of the cabinet. Sen. Butler proposed that the representative members of the Graduate Faculty Cabinet should vote to ratify the dean’s choice of Cabinet Chair. It was agreed that this was a good idea and serves as a check on administrative actions, and also supports an acceptable shared governance procedure.
- The EB agreed to put the action on the agenda of the January 23rd FS meeting for its first reading.

6. Announcements

- a. President - Bennett-George
- President Bennett-George thanked the EB for meeting virtually and holding classes on-line today.
- The ISU Task Force for the Board of Regents DEI Adopted Recommendations response has met twice as of today, and she is pleased with the directions that the conversations are happening. Several more meetings are scheduled for the rest of the semester. The response to the BoR is due in April.
- Caucuses can meet with her to provide feedback to the DEI Task Force; contact SBG to schedule a meeting with caucuses.
- The next Campus Leaders Lunch will be held on Tuesday, February 6th from 11:30 to 1:00 at the Knoll.
- President Bennett-George noted that the proposed meeting debate guidelines have not received much support, and the proposal will not be pursued further. She also stated that there still is a need to fix several inconsistencies and other problems and procedures in the FS By-Laws.
- From the recent Chairs Cabinet meeting, it was announced that data is being gathered for the Faculty pay Equity Study to be presented to the external consultants (Huron). The goal is to develop a schedule of periodic reviews held every 3-5 years. This is not a salary comparison study, and is only restricted to evaluating pay equity situations for those in protected classes, not the faculty in general.

- She provided a reminder that the election for the President-Elect officer position will be held at the January 23rd FS meeting.
 - There have been conversations happening about Artificial Intelligence (AI) and the possible development of policies related to AI and academic dishonesty. At present there are no formal, all-University policies or guidelines for faculty to follow with regard to maintaining academic integrity for assignments and student writing.
 - President Bennett-George then took questions from EB members;
 - Sen. Butler related concerns she has heard from faculty in the humanities about AI, dishonesty and how to proceed with managing student assignments. She noted that there is not sufficient or adequate advice from CELT on how to proceed. Faculty are calling for some kind of AI policy and suggest developing a Task Force to address this situation. The EB discussed the situation briefly, and agreed that this warrants further discussion and action.
 - Senator Butler also related concerns about how FS Agenda items are proposed and other issues with agenda-setting procedures.
- b. President-Elect - Parsa
- President-Elect Parsa reported that one of the speakers for the Spring Symposium has dropped-out, and he is awaiting confirmation of an invited replacement speaker.
- c. Past-President – Perkins
- No announcements.
- d. Senior Vice President and Provost - Wickert
- The Provost provided several updates on the ISU response to the Board of Regents 10 Adopted DEI Recommendations:
 - Task Force work over Winter break focused on Recommendation 4a that job applicants cannot be compelled to provide a statement of DEI activities, and for Recommendation 4b that states that a student or staff member cannot be compelled to disclose their pronouns. The President-appointed ~12 person group affirmed that we are continuing what we have already been doing with respect to these issues. The group is preparing a FAQ about these issues and will provide specific guidance to faculty and staff.
 - With regard to Recommendation 2 which supports compliance with existing policy and guidelines that enhance student and employee success, the intention is to continue with ongoing activities as have been done previously.
 - For Recommendation 5, which regards student admissions policy, states that a protected class status cannot be used in evaluation and making admissions decisions. At the February 2024 BoR meeting, this will be added to the BoR Policy Manual, in compliance with the recent Supreme Court decision.
 - The Provost stated there are two areas that will require further work: 1) Updating of 'Category Names' of degree requirements and groups of related courses, and 2) Review the name of the 'U.S. Diversity' requirement, to modify the category names of General Education requirements. The Board of Regents does not like use of the term 'Diversity'.
 - A recommendation may be forthcoming for an additional syllabus statement to protect faculty that includes language regarding students not having any requirements to disclose pronouns.
 - The next Focus group meeting will be held on January 31st.
 - The Provost responded to several questions about DEI actions discussed above.

- Dr. Wickert related a ‘success story’ about a project to improve DFW statistics in the Physics Department, specifically in the introductory courses Phys 231 and Phys 232. After implementing a reduction in course content and a revision of material presented, a significant reduction in DFW rates was shown after only one year.
- Regarding Fall 2024 projected enrollment, the outlook appears to be “stable” (“flat”) or increasing slightly. He related the situation when the Federal authorities streamlined the FAFSA reporting process and revised the FAFSA on-line form, This new form was released approximately 3 months “late” (December 31, 2023) for this application cycle, and thus the college application process is delayed, resulting in lower-than-normal admission applications received to date. Currently, applications from non-resident domestic students are tracking 2-3% ahead of last year; international student applications are tracking 13% ahead of last year, perhaps due to increased international recruiting efforts by ISU.
- The Provost answered several questions at the conclusion of his announcements.

e. Council Chair Reports

- Academic Affairs – Schieltz – Nothing to report.
- FDAR – Hornbuckle – Nothing to report.
- Governance – Frank – No updates.
- J&A – Freeman – No updates; discussing a few potential *Faculty Handbook* changes.
- RPA – Bigelow – Nothing to report.

f. Caucus Chair Reports

- BUS – Janvrin – Will meet with Pres. Bennett-George in early February.
- CALS – Smalley – Will hold caucus meeting on Thursday, January 18th.
- DES – Wheeler – Nothing to report. Caucus will meet on Friday, January 19th.
- HUM SCI – Gillette – Nothing to report. Caucus will meet soon.
- ENG – Bigelow – Nothing to report. Attempting to schedule next caucus meeting,
- LAS – Butler – Will host caucus meeting with Pres. Bennett-George on 18 January.
 - The caucus discussed changes in benefits, particularly with drug prescriptions.
 - There were several concerns raised regarding collection and use of health data.
- VET – Day – Nothing to report.

7. Approval of the January 23, 2024 Faculty Senate Agenda

- President Bennett-George would like to remove the Special Order about the Bookstore and presentation on the flat fee course material charges [Item 4]. The EB then discussed the issue briefly; there may be a presentation on this topic at a later FS meeting this semester.
- Motion by Perkins, second by Bigelow, to remove Item 4 [Special order: Bookstore] and Item 6 [Review of President’s Office], the latter to be communicated through President Bennett-George’s announcements. The motion was adopted without opposition.

8. Good of the Order

- No comments received.

9. Adjournment

- The meeting was adjourned at 4:55 pm.

Respectfully submitted,

Robert S. Wallace, Secretary - ISU Faculty Senate