



IOWA STATE UNIVERSITY
Faculty Senate

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

Attending (13): Bennett-George, S. [President], Parsa, R. [Pres-Elect], Perkins, J. [Past Pres], Wallace, R. [Sec], 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], Smalley, S. [CALS CC], Wheeler, A. [DSN CC].

Absent (2): Bigelow, T. [RPA & ENG CC], Schieltz, J. [Acad. Affairs], A quorum was determined to be present for the meeting.

Provost Office (2): D. Bratsch-Prince [Assoc. Provost], A. VanderZanden [Assoc. Provost]

Guests: Knief, A. [Parliamentarian], Terri Boylston [Academic Standards and Admissions Comm.]

1. Call to Order – President Bennett-George called the meeting to order at 3:04 pm

2. Consent Agenda

- a. EB Agenda October 3, 2023
- b. EB Minutes September 5, 2023

Perkins moved that the Consent Agenda be approved; second by Freeman. Motion was adopted by voice vote without dissent.

3. Unfinished Business

- a. Name Change: Department of the Earth, Atmosphere, and Climate [23-1] – Bennett-George

- No additional comments were received regarding the proposed name change as submitted by the department. Will be moved to the FS agenda for 10 October.

- b. 1) BFA in Integrated Studio Arts; 2) BA in Art and Design (Art and Culture option – studio art focused); and 3) BA in Art and Design (Visual Culture Studies option – art history focused) [23-2]

- No additional comments were received regarding the proposed separation of the current major into focus areas as stand-alone majors. Will be moved to the FS agenda for 10 October.

- c. Out of Term Schedule Change Policy [23-3]

- Professor Boylston provided an explanation of the proposed changes which adds definitions and procedures of how schedule changes will be handled in the future. The group reviewed the proposal and suggested minor edits to the text. No further concerns were raised; the proposal will be moved to the FS agenda for 10 October for its second reading and vote.

- d. Proposed Bylaw Change Article VI, Section 3. Council on Academic Affairs [23-4] – Frank
 - Senator Frank reviewed the proposal which adds a non-voting member to the Academic Standards and Admissions Committee to represent Academic Advising. The group reviewed the proposal and suggested minor edits to the text. The proposal will be moved to the FS agenda for 10 October for its second reading and vote.

4. New Business – 3:20 p.m.

- a. Debate Guidelines for Faculty Senate Meetings – Bennett-George
 - President Bennett-George explained the impetus for introducing a set of guidelines for conducting orderly debate in the Faculty Senate. She stressed that these are intended to be guidelines and not rules. She noted that the FS By-laws and Procedures Manual are incomplete on this issue, and are sometimes conflicting. The proposed guidelines would reside in the Procedures Manual if adopted.
 - The group then discussed various aspects of the content of a set of procedural guidelines outlining debate procedures, and how to move forward on their development.
 - It was recommended that the proposal be developed further, and to gather comment and advice from senators, the college caucuses would be asked to provide input and identify concerns prior to the development of the language of the guidelines and recommended procedures before bringing the proposal to the Senate.
 - The topic of developing proposed debate guidelines will be continued at future EB meetings; additional recommendations and further input will be sought from caucuses and senators.

5. Announcements

- a. President - Bennett-George
 - President Bennett-George that she and Past President Perkins and President Elect Parsa had attended the Board of Regents DEI committee meeting on September 27th and presented a statement on behalf of the ISU faculty at that time; all 3 regents institutions had similar delegations and made presentations to the three regents on the committee.
 - She has received a lot of comments regarding the forthcoming changes in benefits and procedures that are needed to be done by faculty during the next benefits update period. It was noted that Ed Holland will be at the next FS meeting to explain the anticipated changes and to answer questions related to the new benefits package. She thanked those that attended the trial discussion with Mr. Holland which was held in advance of the FS meeting presentation, and for providing feedback on the presentation.
 - It was noted that all vacancies on faculty senate committees have been filled at this time.
 - Regarding the implementation of Workday Student, a group of 400 users will be testing the system for problems in January 2024, and this “stress test” of the system will hopefully disclose any concerns before it goes live later in the Spring 2024 semester. Students will use the new system to register for classes for the Summer and Fall 2024 semesters.
 - President Bennett-George said that she had recently met with the President of Student Government. She was told that students are happy with the recently approved waitlist policy, and that student government is looking forward to filling vacancies of student representatives on the Faculty Senate committees that provide for student representation on them.
- b. President-Elect - Parsa

- President-Elect Parsa commented further on the Board of Regents DEI Committee meeting, and stated that after discussion with Rachel Boone that she acknowledged that the on-line survey that was conducted by the Board of Regents was not an “academic survey” and had limited statistical integrity. Despite the process overall, Parsa noted that he still has some hope that the universities will be permitted to continue with DEI activities, but perhaps in a different form.
- The Faculty Senate Spring Symposium is “under development” and will likely have Artificial Intelligence as a central theme. He seeks further suggestions on specific topics and possible presenters; the date has not yet been determined and he is working on trying to find available dates when the MU has space that can be used.

c. Past-President – Perkins

- Past President Perkins noted that the challenge is to how to best present the upcoming changes to benefits, and has hopes that the Town Hall session on October 4th will provide some input and note topics and procedures that are in need of clarification. This input will also allow for Mr. Holland’s October 10th presentation to the Faculty Senate to be informed about any areas of confusion or in need of further clarification.
- It is hoped that the proposal for the new Minor in Artificial Intelligence will be brought to the Faculty Senate soon, perhaps by the December 2023 FS meeting. He thanked Senator Butler with assistance on this project; a governance document and experimental course forms for the minor are being developed.

d. Senior Vice President and Provost - Assoc. Provost VanderZanden

- Assoc. Provost VanderZanden provided a set of handouts about ISU enrollment for the ’23-’24 academic year in comparison with previous years. The official 10-day enrollment number is 30,177 students. The University experienced a modest increase in first year students for three years in a row.
- There was an increase in resident student enrollments; graduate and professional student enrollments are increasing slightly.
- Enrollment of international students is “steady” or perhaps increasing slowly however the home countries of students is shifting significantly over the past few years. This may be due to additional ISU recruiting efforts being done in different parts of the world.

e. Council Chairs Reports

- Academic Affairs – No report.
- FDAR – Hornbuckle – The council is receiving feedback on ‘myths’ about extension scholarship, and is examining FH Section 5.2.2.5 for promotion of extension faculty and any possible changes required. The next FDAR meeting will take place on Oct. 26.
- Governance – Frank – The Governance Council is continuing to review language in the FH regarding review of Term Faculty; there may be several sections needing revision. The plan is to identify all of the changes required and bring them forward as a related group of actions for consideration by the senate. Senator Frank noted that caucus chairs should report to their caucuses the issues and activity being undertaken in FS councils, and if appropriate, request feedback from senators on these actions.
- J&A – Freeman – The council is reviewing potential changes in FH Chapter 7; specifically, how faculty conduct cases are referred to the Provost and the President. They are also examining the appeals process regarding appeals of annual reviews from faculty.
- RPA – Bigelow – No Report. RPA will meet with the Provost on October 6th.

f. Caucus Chair Reports

- CALS – Smalley – The CALS caucus will be meeting on Thurs., October 5th.

- BUS – Janvrin – The College of Business caucus will be meeting on Oct. 9th to discuss the CoB Handbook. A college faculty meeting was held recently to discuss Artificial Intelligence with approx. half of the college faculty attending.
- DES – Wheeler – The College of Design caucus met with Dean Rico-Gutierrez and Steve Lonergan on September 22nd to discuss Intellectual Property and educational materials.
- ENG – Bigelow – No Report
- HUM SCI – Gillette – The caucus will meet with Steve Lonergan next week.
- LAS – Butler – The LAS caucus met with Dean Schmittmann on Sept. 21st. The college is in the middle of a search for a new dean and will meet with the Provost following the on-campus interviews of the candidates. The caucus also met with Steve Lonergan to discuss the policies on ownership of educational materials; there was also some discussion about issues and concerns of faculty related to changes in benefits.
- VET – Day – The caucus will meet with the dean in two weeks, and a meeting with Steve Lonergan is being scheduled.

6. Approval of the October 10, 2023 Faculty Senate Agenda

- The EB discussed the forthcoming Special Order with Ed Holland and the discussion of benefits. The discussion focused on being sure of good use of meeting time, that questions were relevant to benefits only (e.g. no discussion of salary), and that proper decorum would be used when allowing senators to ask about specific issues or problems. It was noted that questions are addressed to Mr. Holland through the President. Motion to approve the October 10th FS agenda by Parsa; second by Perkins; motion was adopted by voice vote without dissent.

7. Good of the Order

- None

8. Adjournment

The meeting was adjourned at 4:57 pm.

Respectfully submitted,

Robert S. Wallace, Secretary - ISU Faculty Senate
