



IOWA STATE UNIVERSITY
Faculty Senate

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

Attending (11): Bennett-George, S. [President], Parsa, R. [Pres-Elect], Perkins, J. [Past Pres], Wallace, R. [Sec], Bigelow, T. [RPA & ENG CC], Butler, A. [LAS CC], Frank, M. [Gov], Freeman, S. [J&A], Hornbuckle, B. [FDAR], Janvrin, D. [BUS CC], Smalley, S. [CALS CC],

Absent (4): Day, T. [VET CC], Gillette, M. [HSC CC], Schieltz, J. [Acad. Affairs], Wheeler, A. [DSN CC]. A quorum was determined to be present for the meeting.

Provost Office (2): Wickert, J. [Provost]; D. Bratsch-Prince [Assoc. Prov.]

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

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

2. Consent Agenda –

a. EB Agenda September 5, 2023

b. EB Minutes April 25, 2023

Sen. Bigelow moved that the order of announcements by Provost Wickert be moved to an early part of the meeting to accommodate his schedule; a second was received and the motion was adopted by voice vote without dissent.

Perkins moved that the Consent Agenda be approved (agenda for 5 Sept. 2023, as modified; and minutes of 25 April 2023); second by Parsa. Motion was adopted by voice vote without dissent.

3. Unfinished Business – 3:05 p.m.

a. Course Waitlist Policy [22-22] – [Schieltz not in attendance; led by Bennett-George]

- Prof. Boylston summarized the *status quo* of the proposal and comments received following the work on this policy over the summer. The Registrar's Office recommends leaving the general policy "as is" with improvements on the mechanisms of how to implement it.

- Concerns were raised about the timing of responses needed from students, prioritization of position in waiting list order based on majors needing the course to graduate, or class standing.

- Questions about a "manual over-ride" procedure were also discussed, along with other specific concerns about a discrepancy between "human-maintained lists" and on-line waiting lists structured and maintained "automatically" in Workday.

At 3:13 pm Provost Wickert arrived at the meeting. The discussion on agenda item 3a was suspended.

7d. Announcements – Provost Wickert

- The Provost apologized for his lateness to the meeting which was due to his active participation in the interview process and on-campus visits of the finalist candidates for the Director of the Ames Laboratory.
- Dr. Wickert reported that the official 10th day ISU enrollment count for Fall 2023 was 30,177 students. There was an increase in new 1st year students, an increase of a third year in a row following COVID. Enrolled resident students increased by 1.9%; overall enrollment grew by 206 students more than last year, which is 311 more than “budgeted” by enrollment projections.
- Enrollment of international students grew slightly with additional ‘room for further efforts’. The countries from which students are coming to ISU from have also changed. China no longer leads the list of major countries from which ISU students are recruited; students from India and Vietnam now have large proportions of the international student pool, along with Bangladesh and Nepal also with significant recruiting successes.
- Graduate student enrollments for new graduate students is up slightly; this is offset by a slight downturn in returning graduate students.
- The overall retention rate at ISU is approximately 88.7%
- The EB then discussed various concerns about new graduate students and how the University is responding to their needs to improve their chances for success.
- The Provost then asked if any members of the EB had questions.

At 3:30 pm, Provost Wickert concluded his remarks, and the discussion of item 3a (Course Waitlist Policy) resumed.

3a. Course Waitlist Policy [22-22] (continued)

- It was suggested that the Waitlist Policy include a more significant role by academic advisers. It may be more efficient for students to contact their adviser who would monitor the waitlist and act on their behalf, rather than rely on the student to respond within a 24 hour period.
- Other scenarios of potential problems of implementing the “automatic” system were discussed.
- As agreed by consensus, the proposed policy will be included on the October FS Agenda for second reading and vote.

b. Scholastic Recognition [22-23]

No significant comments were received since the first reading; will be included on the next FS agenda for second reading.

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

The group reviewed proposed language in the document and made minor editorial corrections/modifications, as well as clarifying several points of potential confusion. The proposal will be included on the next Faculty Senate agenda for a second reading and vote.

4. New Business

- a. Name Change: Department of Earth, Atmosphere, and Climate [23-1] – Bennett-George
- No concerns were raised regarding the proposed name change as submitted by the department. Will be moved to the FS agenda for 12 September.

- 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]
 - The request to separate the current major into focus areas as stand-alone majors was not deemed to be controversial by the group, and recommended that this item be moved to the FS Agenda for first reading.
- c. Proposed Bylaw Change Article VI, Section 3. Council on Academic Affairs [23-4] – Frank
 - The proposal seeks to add a non-voting member to the Academic Standards and Admissions Committee. Clarification of the definition of the non-voting member and role on the committee was discussed (UAAC). Discussion resulted in some editorial changes to improve clarity of the description. Motion by Perkins; second by Parsa, to adopt the revised language and submit the proposal to the Faculty Senate for first reading at the Sept. 12th meeting. Motion was adopted without dissent.

5. **Special Order: Faculty Senate Debate Rules**

- Introduced by President Bennett-George and Parliamentarian Knief
- There exists no formal procedure or protocol for conducting debates on the Senate floor; default is Robert's Rules of Order, but FS tends to work differently on occasion.
- This would be an attempt to standardize a debate format and provide formal guidance such that debates on the floor are conducted in a consistent and orderly fashion, and should be part of the governance procedure, perhaps to be included in the FS Procedures Manual, or as part of the By-Laws.
- Given the limited time EB had to review this issue, it will appear as unfinished business on the EB Agenda in October.

6. **Special Order: Salary Survey Committee – Parsa**

- Parsa leads this survey committee, and is working with Assoc. Provost Bratsch-Prince.
- The survey, specifically, will be a 'Faculty Salary Equity Study' and will involve an outside consultant to help execute the survey at the recommendation of the Provost.
- The primary aspects of the faculty population being focused-on are Gender and Race/Ethnicity.
- The committee members are: R. Parsa, J. Niemi, A. Oberhauser, and D. Bratsch-Prince.
- It should be noted that this is not a 'compensation study' but is focused on *salary equity*.
- This approach will be different from previous studies done in the past, and will be similar to a recent study done with P&S employees; it is hoped that the survey and committee summary will be concluded by the end of December 2023.

7. **Announcements**

- a. President – Bennet-George
 - President Bennett-George asked the group about whether the announcements should be moved to the front of the meeting, or if they should remain at the end of the meeting.
 - It is requested that caucus chairs solicit members of their college faculty to serve as potential committee members on student grievance committees.
 - Noted that the Faculty Senate leadership will meet with the Board of Regents DEI Review Committee in the coming weeks.
 - Asked for suggestions or recommendations of speakers or Special Orders at future FS meetings.
- b. President-Elect - Parsa

- Requested suggestions for topics or issues of concern to be discussed with members of the Board of Regents DEI Review Committee
- c. Past-President - Perkins
 - The new Minor in Artificial Intelligence (a University-wide minor) is being developed, and it is hoped that the minor can be approved by the Faculty Senate by the end of the Fall 2023 Semester, ultimately to have it in place for students to be able to register for courses for it during the Spring 2024 registration period for Fall 2024 courses.
- d. Senior Vice President and Provost – [Moved to earlier position in agenda]

A Point of Order motion was received to extend the meeting an additional 10 minutes; Motion by Freeman; second by Perkins. Motion was adopted without dissent.

- e. Council Chairs Reports
 - Academic Affairs – No report.
 - FDAR – Hornbuckle – Reported on a Scholarship Work Group, particularly with regard to Promotion and Tenure and types of scholarship, as well as that of Extension and Outreach. Looking for feedback from faculty on these issues.
 - Governance – Frank – Provided updates on two actions under review by the Governance Council: 1) The language in the FH regarding review of Term Faculty, timing of reviews as associated with re-appointment, and the requirements for annual reviews, and peer reviews. 2) Review of FH §3.3.2 - Term faculty cannot serve in administrative roles.

A Point of Order motion was received to extend the meeting an additional 5 minutes; Motion by Bigelow; second by Perkins. Motion was adopted without dissent.

- J&A – Freeman – Discussed potential changes in FH Chapter 7, relevant to how faculty conduct cases are referred to the Provost and President. Freeman also reported that there has been some progress to move the Grad Council to be included in the Faculty Senate structure under the Academic Affairs Council.
- RPA – Bigelow – Reported that in discussions with the Graduate College, there has been a change in graduate stipend pay frequency, and there seems to have been very little faculty input, if any, on the decision to change the pay frequency.

- f. Caucus Chair Reports
 - BUS – Janvrin – Nothing to report at this time.
 - CALS – Smalley – First caucus meeting will be held on Thurs., Sept 7th.
 - DES – First caucus meeting was held on September 1st.
 - ENG – Bigelow – Reported that they are still looking to get replacement senators.
 - HUM SCI – No report
 - LAS – Butler – Caucus has not met yet; will be meeting with the Dean in a few weeks. Asked how other colleges handle faculty computer replacement; brief discussion indicated that not all colleges have a computer replacement program.
 - VET – No report.

8. Approval of the September 12, 2023 Faculty Senate Agenda

- It was moved to remove the Special Order: Salary Survey Committee report (Item 4) from the agenda and to approve the modified agenda; Motion by Perkins; second by Parsa. Motion was adopted by voice vote.

9. Good of the Order

- None

10. Adjournment

The meeting was adjourned at 5:20 pm.

Respectfully submitted,

Robert S. Wallace, Secretary - ISU Faculty Senate
