

**IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES
MARCH 1, 2016
3:00-5:00 P.M.
107 LAB OF MECHANICS**

Present: Bigelow, T. (Academic Affairs); Bratsch-Prince, D. (Associate Provost); Brunner, L. (Design); Butler, A. (Secretary); Day, T. (Veterinary Medicine); Freeman, S. (CALs); Looney, M. (LAS); Martin, P. (RPA); Mennecke, B. (Business); Paschke, T. (FDAR); Russell, D. (Human Sciences); Schaefer, V. (Engineering); Schalinske, K. (Past President); Selby, M. (Governance); Sturm, J. (President-Elect); Wallace, R. (President)

Guests: Cervato, C.

I. Call to Order

The meeting was called to order at 3:02 p.m.

II. Consent Agenda

A. Agenda, Executive Board Meeting March 1, 2016

B. Minutes, Executive Board Meeting February 2, 2016

Senator Butler moved, and Senator Schaefer seconded. The motion passed without dissension.

III. Announcements and Remarks

A. President

BOR Meeting

President Wallace said that BOR approved the Criminal Justice B.A. program. The program will become available to students in the fall.

EB Meeting with BOR Leadership

President Wallace reported that Executive Director Bob Donley thought that a number of significant ideas were raised in the EB meeting with BOR leadership. President Wallace expressed disappointment that BOR President Rastatter was unable to meet. He requested that BOR make meeting with faculty senate leadership a standing agenda item at future BOR meetings on Regents university campuses. UI and UNI faculty leadership thought this was a good idea.

Senator Selby asked how many BOR members were supposed to attend the meeting. She remembered having met with four BOR members, and was disappointed that there were just two at this meeting. She also noted that not all BOR members seemed aware that a meeting with EB members was scheduled. President Wallace replied that Executive Director Donley assured him that he would do his best to arrange the meeting with EB members. He was told that it would likely be with BOR leadership.

President-Elect Sturm asked whether there were minutes taken of the meeting. President Wallace replied that there were not. BOR members didn't talk much, but listened to EB ideas.

President Wallace reported that the Council of Provosts (COPs) meeting held a discussion of the proposed required financial literacy course. All three FS presidents agreed that this would create complications and described infrastructure requirements for a mandated course like this. The resolution of the discussion was that the group proposing the idea should consider not routing it through academics. President Wallace reported having said that this was a "life skill." He said that we may see the proposal again prior to the start of the fall semester.

Regent Bates has accepted President Wallace's invitation to come to campus to "shadow" one or two faculty. President Wallace asked for nominations of faculty whose schedules include a balance of research, teaching, and service. Associate Provost Bratsch-Prince agreed that it would be good to demonstrate that faculty work goes beyond teaching. President-Elect Sturm asked about Bates's interests, so that she could be paired with a faculty member with similar interests. President Wallace replied that she said she would be open to anything, but said that she has a niece in Human Sciences, whom she would prefer not to encounter.

Review of Office of Senior VP for Business and Finance

President Wallace said that he met with ISU President Leath and Professor Schuh. In light of Senior VP Madden's upcoming retirement, the focus of the review is the office, not the officer. The office oversees an incredibly complex and wide array of responsibilities. The committee found the task daunting, and would appreciate any assistance in fact finding, interviews, etc. President Wallace reported that the committee should make some basic information available to him and ISU President Leath by the end of March or April. This will help ISU President Leath make decisions about reorganization of the unit.

Senator Selby said that at the Campus Leaders Breakfast, ISU President Leath had said that he wanted faculty input before he committed to reorganization of business and finance. Is this the faculty group that will provide input? President Wallace replied that it is. Senator Selby said that her impression was that ISU President Leath had already decided how he wanted to reorganize. President Wallace said that ISU President Leath has said that he wants input from as many people as possible (including city officials, police, et al.), looking for confirmation for his ideas and ensure faculty buy-in.

President Wallace reported that the search for the next VP for Business and Finance will not begin over the summer, when faculty are away. Senator Freeman interjected that interviews will not take place over the summer, but the search will be underway.

Upcoming FS Meetings

VP for Diversity and Inclusion Reginald Stewart has been invited to the April 5 meeting. President Wallace is waiting for confirmation. Interim VP of IT Jim Kurtenbach has been

invited to update FS on IT changes and the implementation of the new IT system. Next week will be election of the Athletics Council representative. Football Coach Matt Campbell will speak briefly. President Wallace has also requested an update from the Study Abroad program.

Ongoing Committees

President Wallace said that there is a review underway of Institutional Research.

There is also a committee to review policy concerning designated public forum spaces. Students requested clarification of where these public spaces are, what activities are permitted, the permissions required, etc. The group is looking at similar policies at twelve other universities and hopes to adapt those policies to ISU's culture. FS does not have a role in this, but if new policy were to be proposed, faculty would be able to comment. President Wallace added that he did not expect new policy, just clarification.

Inclusive Classroom Task Force from CELT

President Wallace reported that CELT will hold a faculty symposium on inclusive classrooms at the end of the spring semester. There will be a pre- and post-symposium assessment questionnaire.

B. President-Elect

Enrollment Management Task Force

President-Elect Strum said that the Enrollment Management task force has met twice. He asked task force members to contact faculty to get widespread feedback of pros and cons to the proposed ways to manage enrollment and solicit other suggestions. Some of the current suggestions include: raising tuition; raising admissions standards (perhaps by changes to RAI for all entering Iowa students or just for those transferring from community colleges); introduce differential tuition or admissions standards; create new degree programs to accommodate students in high demand programs; restrict large enrollment sections to evenings and weekends or restrict them to 8-6; decouple the credit hour from the curriculum; index enrollment to state appropriations. The task force has a deadline at the end of May. President-Elect Sturm is optimistic that they can come to a resolution sooner than that.

Senator Bigelow asked whether FS caucuses or EB could discuss the findings before the task force reports to ISU President Leath. President-Elect Strum thought that was a good recommendation. Senator Freeman reported that faculty senators in CALS caucus were charged to have lengthy conversations about enrollment management at their department meetings. The department chairs are collecting feedback and the group will be ready to discuss the matter at their April caucus meeting. President-Elect Sturm thought this was a good idea and asked caucus chairs to schedule caucus meetings in the next month to discuss the issue.

Equity, Diversity, and Inclusion Committee

The committee met with VP Stewart. He noted that these issues are wide-ranging and that the committee cannot solve every problem. He advised the committee to focus on those

matters that affect faculty. President Wallace asked for clarification: is the restriction to faculty-faculty interactions or does it include faculty-student interactions? President-Elect Sturm replied that anything which involves faculty is fine; VP Stewart was recommending that FS not venture into HR or Dean of Students matters.

Open Access

President-Elect Sturm continues to discuss possible policies about open access with University Counsel Paul Tanaka. They are working to develop a policy that is fair and does not raise the fear of mandates.

C. Senior Vice President and Provost

Promotion and Tenure

Associate Provost Bratsch-Prince said that letters concerning P&T were sent out yesterday. There were 62 cases, which is fewer than usual. She speculated that this reflects the decreased hiring in 2008, 2009, and 2010. 59 of these cases are being forwarded to ISU President Leath with positive recommendations. Associate Provost Bratsch-Prince noted an improvement in the quality and presentation of cases, and that colleges are doing a better job of proving evaluative information at all levels (listing strengths and weaknesses) and not just repeating information on CVs.

The Provost's Office has asked all departments and colleges to compile an executive summary of data (e.g. number of students, grant dollars, etc.). She said that they understand that not everyone brings in grant dollars or supervises graduate students. The Provost's Office has had discussions with associate deans to better understand their different points of view in order to develop a template that everyone can live with. Senator Freeman asked whether this document would count against the 25 page maximum for the candidate's narrative. Associate Provost Bratsch-Prince said no. This would be a (factual) document to be completed by the candidate.

Awards

Associate Provost Bratsch-Prince said that nearly 100 nominations were received for a variety of awards. She expected decisions at the end of March.

EO Director Search

The search committee made its recommendations about the strengths and weaknesses of candidates to Chief of Staff Miles Lackey. ISU will move forward with an offer soon. She anticipates that a Director will be in place by the end of the semester.

University Counsel Search

The search will begin on Friday. President Wallace is on the committee. Associate Provost Bratsch-Prince said that the committee would like to hire someone before Paul Tanaka retires.

Student Innovation Center

Associate Provost Bratsch-Prince is a co-chair of the steering committee for the Student Innovation Center. This week there are faculty focus groups. The committee hopes to

collect input from students, faculty, and other interested groups. The goal of the center is to enable creative and innovative teaching and entrepreneurship. The architects will meet with the steering committee soon.

IP Assignment.

A letter was sent to faculty, staff, postdocs, and graduate students concerning IP assignment.

BOR Meeting

ISU President Leath announced the hire of Martino Harmon as the VP for Student Affairs. Senior Associate Director of Athletics David Harris has been named the new Athletics Director at UNI.

The Council of Provosts approved the merger between Anthropology and World Languages and Cultures. It and the discontinuation of the Botany graduate program is on the BOR agenda for April. COPs also discussed the proposed financial literacy requirement. They discussed collaboration with other universities in online course sharing. Currently 3-5 courses have been identified to begin being shared in Spring 2017.

ISU President Leath entered into an agreement with UNI for a 3-2 program for a physics degree from UNI and engineering degree from ISU. ISU President Leath is looking for other ways to collaborate with UNI.

BOR received updates from the consulting firm on the market analysis for a Regents campus in Des Moines. The group is working on surveying local employers. They hope to have a report soon.

There were two faculty presentations (Brent Shanks in Engineering, and Kristen Constant and Tom Lograsso on Ames Lab/ISU faculty partnership). Faculty Regents Excellence Award winners were also recognized at lunch.

D. Council Chair Reports

Academic Affairs: CELT representatives discussed rate of response in student evaluations of teaching. They will continue to discuss the matter. President-Elect Sturm said that Music faculty recommended designating a time in class for students to complete the evaluations. Senator Selby said that Engineering had tried this strategy in labs and it didn't work well. Senator Freeman said that candidates compose their portfolios of teaching, and if the only evidence they offer of teaching performance is student evaluations, then that's their problem. Associate Provost Bratsch-Prince noted that some faculty (especially faculty of color and women) receive comments that have nothing to do with teaching performance.

FDAR: The Council is stuck in its discussion of the revisions to the FH concerning right to review factual information. The committee tasked to discuss this requested a reminder of the questions and problems motivating the changes. Associate Provost Bratsch-Prince

said that the policy needs to clarify what information is confidential in the P&T portfolio and what is not. This issue arose from a grievance.

President Wallace added that he has charged FDAR to discuss whether there are other ways to recognize faculty excellence. Senator Butler commented that she had received comments about how burdensome the process of compiling a nomination is. For teaching awards, people had commented that it was anywhere from awkward to morally outrageous to solicit letters from students. She also commented that some groups on campus write better letters of recommendation. She thought the quality might be improved if a clinic were available for improving nomination packages.

Associate Provost Bratsch-Prince noted that sometimes there are awards for which there are no nominations. She suggested that members think about how to change the culture so that would-be nominators see this as a good use of time.

Senator Freeman recommended tapping Larry Ebbers (who composes excellent packets) to offer best practices before he retires.

President-Elect Sturm suggested restricting student letters to alumni. He thought it was a good idea to have more awards, but cautioned against creating so many that it decreases their significance.

Senator Selby thought that there would not be a conflict in writing letters if the student is no longer enrolled in the nominated faculty member's class.

Senator Bigelow agreed that he found it problematic for faculty to solicit their own students for letters of recommendation.

Past President Schalinske replied that the awards committee or some other third party should solicit the letters. Senator Freeman voiced agreement for this practice.

Senator Paschke said that there is the further problem that the chair is the gatekeeper of nominations. If the chair does not support the nominee, then the chair is able to stop the nomination.

Senator Martin urged senators to think about the broader issue of faculty recognition. He thought that awards are just one component of this.

Governance: The Council formed a subcommittee to continue to work on the clinical professor titles proposal. There are some outstanding questions about implementation and the broader issue of clinician titles outside of Veterinary Medicine. Senator Selby thought that the proposal would be ready for the next Governance and EB meetings.

J&A: President Wallace said that there may be two cases.

RPA: The Council met with Miles Lackey. They discussed the budget in greater detail than usual. Salary and compensation is the top budget priority. The current projection is that there will be a modest salary increase, larger than 1%. They discussed the RMM. ISU President Leath charged Miles Lackey with suggestions of minor modifications to it. An example of a revision that ISU President Leath would like concerns the efficiency of the process for replacing a door.

RPA also met with Provost Wickert concerning IP assignment. Provost Wickert also asked for feedback concerning the composition of our Peer 11 group. Are the universities still peers and appropriate points of comparison? If there were a change, it would not be dramatic; probably one university at most.

E. Caucus Chair Reports

CALS: The caucus focused on enrollment management and determined how best to collect feedback

Design: The caucus will meet to discuss enrollment management.

Senator Paschke asked whether Academic Affairs still wanted feedback concerning electronic student evaluations. Senator Bigelow replied that the Council is still trying to determine what the options are: can departments return to paper evaluations? What kinds of incentives are permitted? Senator Freeman said that departments can use whatever format they wish, provided that they are willing to foot the bill. Senator Martin asked whether conversion to the electronic system has resulted in a change (higher or lower) in the scores. Senator Day said that with electronic evaluations, he has 95% response rate. Past President Schalinske said that he gets 95% response rate too, but he incentivize it with 10-15 points. President-Elect Sturm wondered whether that incentive affects the responses.

Human Sciences: The caucus is working on changes to the governance document that the dean would like to have made before she leaves. In particular, the group is working on specifying the dean's role in Third Year Reviews.

President Wallace reported that BOR is coming around on their prohibition of duplication of programs. A nursing program at ISU is now possible, and Human Sciences is given permission to develop plans, although there are no concrete plans at present to pursue it.

LAS: Senator Looney is working with the Dean's Office on making regular meetings with the Dean possible.

IV. Unfinished Business

None

V. New Business

A. Mandatory Course: U ST 110X International First-Year Experience Seminar S15-11 - Bigelow

Senator Freeman asked whether this is a FS matter or just a Catalogue matter. President Wallace replied that it is a university-wide requirement and therefore merits FS approval. Senator Freeman thought that the English requirement was approved without FS approval. Senator Selby pointed out that the change in the number of credits for Library was voted upon by FS.

Senator Bigelow said that the pilot run of the class was successful. Students enrolled in the class saw improvements. One benefit of the class is reduced traffic flow in the International Students office. Students identified other places they can go for help. The proposal was approved by all parties except for the College of Design Curriculum Committee, which voted 0-6-1. They were concerned with how the tuition revenue for this course would be allocated under the RMM.

Senators asked whether the money goes and who teaches this course. Senator Bigelow speculated that the tuition dollars go to LAS. He added that the amount of money generated by the one credit course does not cover the cost of the course. The program is applying for additional funding from the increased tuition for international students.

Senator Martin asked whether we need a mandate. Although this is a good course which provides beneficial information to students, many such courses are not mandated. Senator Selby replied that students who would benefit most would not take this class unless they were required to do so. Senator Martin didn't think this was a good enough reason to require it.

President Wallace noted that the proposal needed an executive summary describing the rationale before it is sent to FS.

President-Elect Sturm asked whether this class is intended for students with freshman credit status or students who are new to ISU campus. Senator Bigelow said that it is intended for anyone who is new to the US. Senator Selby thought that it shouldn't apply to junior transfer students. Senator Bigelow repeated that anyone who is new to the US would be required to take the course. President-Elect Sturm thought that should be clarified in the proposal.

VI. Approval of the March 8 Faculty Senate Agenda

President-Elect Sturm moved and Senator Bigelow seconded. The motion passed without dissension.

VII. Good of the Order

None

VIII. EXECUTIVE SESSION

A. Approval of Honorary Degree Nomination

Senator Schaefer moved to enter into executive session and Senator Freeman seconded.

IX. Adjourn

The meeting adjourned at 4:48 p.m.