IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES
DECEMBER 2, 2014
3:00-5:00 P.M.
107 LAB OF MECHANICS

Present: Bigelow, T. (Academic Affairs); Bratsch-Prince, D. (Associate Provost); Butler, A. (Secretary); Dark, V. (Past President); Freeman, S. (RPA); King, D. (Business); Martin, R. (CALS); Minion, C. (Veterinary Medicine); Owen, M. (J&A); Paschke, T. (FDAR); Rippke, S. (Parliamentarian); Russell, D. (Human Sciences); Schalinske, K. (President); Selby, M. (Governance); Sturm, J. (LAS); Wallace, R. (President-Elect); Wickert, J. (Senior Vice President and Provost); Zarecor, K. (Design)

I. Call to Order
President Schalinske called the meeting to order at 3:00 p.m. when a quorum was reached.

II. Consent Agenda
A. Agenda, Executive Board Meeting December 2, 2014
B. Minutes, Executive Board Meeting November 4, 2014
President-Elect Wallace pointed out some typographical errors in the FS agenda and EB minutes. With those corrections noted, President-Elect moved to accept the consent agenda and Senator Owen seconded. The motion passed.

III. Announcements and Remarks
A. President
President Schalinske noted that a childcare feasibility survey would be issued to all campus, and he encouraged caucus chairs to have faculty members complete survey. He also noted that the faculty activities survey will be released soon.

B. President-Elect
President-Elect Wallace provided a handout concerning classroom improvements. $1.5 million per year has been earmarked for such improvements. Ellen Rasmussen is the point person on this project. There is a prioritized list of centrally administered classrooms needing improvement. To help with providing faculty input, a task force is sought. President-Elect Wallace wondered whether it would be appropriate to reactivate the Facilities and Education Resources Committee. President-Elect Wallace said that the timeline is not clear, but it would be good to have a group identified for spring semester.

Provost Wickert noted that although classroom improvement is an ongoing concern, the task force’s duties would be more “front loaded.” A consultant has already provided a review of all centrally controlled classrooms with respect to capacity, configuration for team-based learning, etc. With incremental improvements, 2000 more students can be accommodated. Faculty input is sought for prioritizing the work. There is also a separate issue of departmentally controlled classrooms.

Past President Dark volunteered to chair the reactivated committee.
C. Senior Vice President and Provost

1. TIER Study
Provost Wickert reported that BOR issued RFPs for consultants to bid on HR, Finance, Procurement and business cases. Shared services model. An RFP has also been issued for academic programs, both online and distance, as well as time to degree. (The last issue used to be “enrollment management.”) Responses are expected mid-month. Deloitte may respond. In January BOR will interview and contracts are expected to be signed in February. A contract was sent to AdAstra for classroom and room scheduling. ISU will be responding to HR and IT requests, and it is possible that the university will implement its own plan rather than a consultant-driven plan.

2. CIO
Jim Kurtenbach will serve as interim CIO. His charge is to move forward on (1) efficiency and effectiveness efforts, (2) information security, (3) enterprise systems (Kuali, HR systems—many of which are now cloud-based), (4) Customer Service relations, responsiveness, and training of faculty and staff on IT.

3. Budget
ISU President Leath’s budget priorities are similar to last year: the campus environment, writ broadly.

4. BOR Meeting
BOR is set to approve tuition and fee rates. The freeze on residential undergraduate tuition and fees is very likely to happen. It is an open question whether there will be a similar tuition freeze for residential graduate students or all students. Open question whether freeze tuition for graduate resident or all students. ISU requested 1.2% increase for nonresidential undergraduate students, 1.75% increase for residential graduate students, 3.2% increase for Vet Med students. There will be a special Education and Student Affairs Committee (ESAC) meeting. BOR issued a request for data about enrollments, FTEs, and job placement for graduate programs. There is some interest from BOR in understanding graduate programs. This meeting will provide schools with the opportunity to describe them. BOR’s interest coincides with discussions about performance-based funding, in which metrics about graduate students are included.

5. GSB Initiatives
GSB met with central administration on certain time-dependent issues: (1) Thielen Health Center’s long lines, (2) Osborn Drive traffic and crowding, and (3) testing centers. GSB and central administration are working together to double seat capacity at testing centers. 100 additional student workers were hired, who will be able to direct students to open spots (perhaps at other centers). Regular updates will be posted to Twitter. Early use will be encouraged by giving out certificates for free coffee between 8 and 10 a.m. If needed, next spring, use of the testing centers for final examinations will be restricted to the official schedule. There will also be a third dedicated testing center in addition to Carver and Gilman. Senator Selby asked that FS be involved in discussions about policies about which classes can use the testing centers.
Senator Paschke asked about the other issues. Provost Wickert said that Martino Harmon (Student Affairs) is looking into Thielen Center. The Center hopes to hire additional staff who work both at Thielen and Mary Greeley. Vice President Madden has a group looking into Osborn Drive. A traffic consultant has measured traffic on Osborn, Morrill, and around the Memorial Union. They videotaped and studied how many people take very short bus rides. It turns out that there are not many. Vice President Madden thinks that action items will be identified in February. It may require changes in the bus routes.

6. Faculty Modified Duties Assignment
Associate Provost Bratsch-Prince and former Senator Smiley-Oyen worked on this. The plan was shared with ISU President Leath yesterday, and Provost Wickert was optimistic that he would approve it.

D. Council Chair Reports
Both Academic Affairs and FDAR have business items. RPA had no report.

Senator Owen said that J&A is looking to fill seats. At the recent meeting, a discussion of possible changes to FH 9 took place. Senator Owen would like to discuss these with Chairs Council before going forward. He anticipates having proposals in early spring.

Senator Selby said that Governance had a subcommittee meeting, looking at a growing number of issues surrounding NTE: length of contracts, length of renewal notice. Following this, the next topic will concern issues about lecturers who have been at ISU for more than three years (e.g., frequency of reviews).

E. Caucus Chair Reports
Design, CALS, ad Business had no reports.

Senator Russell said that Human Sciences met with the dean and had a long discussion of post tenure review.

Senator Sturm said that LAS met with the dean. As a result, there two new opportunities: funding for up to 5 teaching buyouts for humanities and funding for up to 7 competitive seed grants for social sciences.

Senator Minion said that Vet Med will meet with the dean tomorrow. They are discussing change in classification for clinicians. The current classification distinguishes between “clinicians” and “senior clinicians.” The college would like “clinical assistant professor,” “clinical associate professor,” and “clinical professor.” The college thinks that this classification would make us more competitive in attracting people to college. Our competitors already have this designation. Senator Selby noted that the matter should be brought to Governance Council subcommittee.

IV. Unfinished Business
A. Undergraduate Certificate in Computing Applications [S14-3] – Bigelow
Senator Bigelow said that the LAS Dean approached Computer Science to create the certificate program. Computer Science reached out to other departments to help. An informal survey of students was conducted.
B. FH 5.3.4 Post-Tenure Review [S14-4] – Freeman
One amendment clarified the role of department chair in FH 5.3.4.3. It is not the department chair’s responsibility to implement the action plan; instead it’s the faculty member’s responsibility. Senator Freeman moved, and Senator Paschke seconded. The motion passed.

A second amendment proposed that PTR committees may (rather than will) provide recommendations in cases of meeting expectations or superior reviews. Senator Freeman moved, and President-Elect Wallace seconded. The motion passed.

Senator Freeman noted that Statistics will bring forward an amendment to remove the “superior” (or “exceeding expectations”) designation.

Past President Dark raised a concern about the cover letter to the dean. She argued that the PTR committee should also be informed about the chair’s view. She moved to modify it so that the PTR committee is informed.Past President Dark moved, and Senator Freeman seconded. The motion passed.

Senator Paschke noted minor inconsistencies in quotation marks.

C. FH 5.4.1.1 Lecturer and Clinician Eligibility Criteria [S14-5] – Selby
No comments.

D. FH 3.4.1.1 Nonrenewal and Termination of Appointment [S14-6] - Selby
No comments.

E. FH 6.3.1.1 Distinguished Professor [S14-7] – Paschke and Selby
No comments.

V. New Business
President Schalinske encouraged EB members to look at the reports.

B. Master of Business Analytics [S14-12] – Bigelow
Provost Wickert explained that Iowa has also proposed a Master of Business Analytics degree. Usually new programs work through BOR (Council of Provosts, ESAC). This process helps to avoid duplications and promote collaboration. But the proposal popped up from Iowa, so that Iowa could get ahead of ISU and advertise their program. BOR halted consideration of Iowa’s program, and talks are underway between Iowa and ISU. The plan is to approve both masters of business analytics. ISU’s will be mostly online, whereas Iowa’s will be face-to-face. It would be helpful for the proposal to come forward at the next BOR meeting.

EB resolved to waive the second reading of the program at the FS meeting, so that a vote could be taken at the December meeting.

C. Name Change: Certificate in Leadership Studies [S14-13] – Bigelow
No discussion.

D. Name Change: Operations Analytics Masters [S14-14] – Bigelow
There was some discussion of the difference between Business Analytics and Operations Analytics.

Senator Paschke explained two changes. In FH 5.2.1.4.2, the last two sentences introduce a mechanism by which someone sends in appropriate medical records related to specific request for extension. In FH 5.2.1.4.3, the same wording was added.

VI. Approval of the December 9, 2014 Faculty Senate Agenda
Senator Sturm moved and President-Elect Wallace seconded. The motion passed without dissension.

VII. Good of the Order
None.

VIII. Adjourn
Senator Owen moved and Senator Sturm seconded. The meeting adjourned at 4:42 p.m.