Call to Order
The meeting was called to order at 3:00 p.m. when a quorum was reached.

Consent Agenda
A. Agenda, Executive Board Meeting February 3, 2015
B. Minutes, Executive Board Meeting January 13, 2015

Some typographical errors were noted in the minutes. Senator Freeman moved to accept the amended consent agenda, and President-Elect Wallace seconded. The motion passed without dissension.

Special Order: Karen Zunkel – Continuous Improvement Legislation Status
Karen Zunkel provided a handout, documenting the inaugural year of compliance with the continuous improvement law. The most significant positive effect of this process has been the discussions that have taken place between instructors of similar courses, causing instructors to align course outcomes. Zunkel noted that some “courses” do not have common outcomes (e.g., undergraduate research courses, including a practicum or internship program, etc.). The highly abstracted aggregate data has been shared with BOR. This helps to illustrate that the university has plans in place and is making efforts to address continuous improvement. Zunkel said that the main goal is to document university efforts at improvement.

Zunkel added that some departments were trying to change too much at once. Collecting this information helped her office catch this and ask those departments to identify more manageable tasks. She also stressed the need for the process to be flexible in order to accommodate the different types of courses offered at the university.

In the works is a different, simpler reporting process (a “qualtrix” report developed by FS). Reports are collected at the course level, but this presents challenges when different sections are taught by different instructors. Senator Bigelow thought that this was a big problem. Currently, departments are responsible for aggregating course-level data. This creates a significant workload for the faculty members responsible for aggregating the data. In light of Zunkel’s handout, Senator Bigelow realized that too much information is being collected at the course-level that is not being retained at higher levels of reporting. He thought that the process could be revised so that the important discussions are
retained, but the data collection and aggregation is made less onerous, e.g., aggregation being made the responsibility of an administrator. Past President Dark replied that report to BOR needs to have aggregated data, and the most knowledgeable people to make decisions about how to aggregate course-level data would be the faculty members closest to the course delivery. Senator Selby agreed with Senator Bigelow’s observations and suggestion. If the state legislature wants to make sure that there is activity and improvement, the fine details of the report are unnecessary. Past President Dark countered that in some programs, aggregation of data is not very onerous.

Provost Wickert replied that continuous improvement reporting is still a new process, and the university is working to figure out the best way to comply. The process should not be burdensome, but it should still yield meaningful and useful results. Zunkel added that unlike UNI and UI, ISU worked with FS to develop the compliance process.

President-Elect Wallace asked what is done with the university’s report. Provost Wickert replied that an overview is presented to BOR at the Student Affairs committee. There is no other feedback. Senator Sturm asked whether the process could be streamlined so that numbers alone are reported. Associate Provost Holger replied that BOR members think that this process is important and it is important to do a good job with it. So ISU’s process not only complies with the law, but it also satisfies BOR’s goals.

Senator Selby noted that this process helped some departments bring together faculty who were not talking. But in engineering, these discussions were already taking place. So instead of changing anything, the college’s report just documented what they were already doing. Associate Provost Holger noted that there were some cases like that, but there were also cases where significant improvements were made. He added that the documentation from this process will help with the accreditation process. In the last accreditation report, outcomes assessment was noted as an area for improvement. Now ISU has data to support the claim that steps have been taken to address that.

IV. Announcements and Remarks
   A. President
   The Review of the Office of Business and Finance has been postponed for another year to allow the efficiency study to be completed. President Schalinske is working with Vice President Hill see whether it would be possible to “resurrect” the review of his office.

   With respect to the FS agenda, President Schalinske said that he would ask senators to remind their constituents about the excused absence policy. He also called EB members’ attention to the photograph to take place prior to the meeting.

   B. President-Elect
   No report

   C. Senior Vice President and Provost
   1. BOR Meeting
   Provost Wickert said that the Business Analytics degree programs for ISU and UI will both be approved. There will be the first reading of the program in Early Childcare. The renovations to Forker will be approved. ISU President Leath is also working on a new
initiative concerning flipped classrooms (and other hybrid teaching methodologies). Ralph Napolitano led the process to solicit proposals from faculty. There are 30 projects that involve 81 courses, affecting 12,000 students. President Leath also approved and signed the Learning and Leadership Sciences minor.

Senator Sturm asked how the Learning and Leadership Sciences minor was modified so that it received President Leath’s support. Provost Wickert replied that there was not so much a change in the program, but a clarification of its intent and how it will be implemented. This ensures that the program will not be “siloed” in CALS. The program will have a broad scope, and students from across campus will be eligible to take it. Senator Wallace confirmed that it still uses a cohort model.

2. Promotion and Tenure
Provost Wickert has received 76 P&T dossiers. Senator Minion asked whether there was any discussion about reducing the number of external letters for P&T dossiers. He noted that it is nearly impossible to get six letters in Veterinary Medicine. Provost Wickert replied that there has been no such discussion. He added that he would be opposed to reducing the number of letters, because the letters address the question of the candidate’s external reputation. Associate Provost Holger added that decreasing the number of letters would increase the risk for the candidate. Senator Paschke wondered whether there was any discussion about paying letter writers a small stipend. Provost Wickert said no.

3. Dean of Library Search
Outside interviews are underway, as are reference checks. Provost Wickert expects to bring the top candidates to campus at the end of February.

4. TIER Study
Chazey Partners will be on campus on Wednesday for their first meeting with HR, IT, and Finance groups.

D. Council Chair Reports
The Governance Council’s subcommittee on NTE faculty is looking at changes to policies concerning NTE appointments. Proposals for changes will be brought to the next EB meeting.

FDAR is working to populate the Facilities and Educational Resources Committee. In the meantime, FDAR will work with Ellen Rasmussen on the Classroom Improvement Plan, and once populated, the Facilities and Educational Resources Committee will take over. Senator Paschke also reported that Senator Freeman and Associate Provost Bratsch-Prince are working on compiling data from the COACHE survey to present at the next FS meeting. The Equity, Diversity, and Inclusion subcommittee has been working to find data on the retention of women in the College of Business.

Senator Bigelow reported that Academic Affairs Council has items on the agenda, and is working on other new items.

Senator Freeman reported that RPA met with Miles Lackey.
E. Caucus Chair Reports
Senator Zarecor reported that the Design Caucus met with the dean about the budget. They continue to discuss how faculty can provide input on the budget. The current focus is on recruiting students.

No other caucus reports.

V. Unfinished Business
A. COACHE survey
Senators discussed what items they would like reported from the COACHE survey. Senator Selby noted that peer universities in the Midwest have executive summaries of their COACHE data posted to their websites. She recommended that ISU do the same. Senator Russell recommended a longitudinal study of trends, e.g., concerning turnover and attrition. Associate Provost Holger countered that that would be difficult, given the different groups surveyed (just assistant professors before, and now all faculty).

Provost Wickert said that he was concerned about the timing of the report. He was reluctant to share much information about dissatisfaction with deans or department chairs, because he considered that a performance issue, not a helpful public result. He stressed that the university does use the data in decision making, such as P&T policies, mentoring, workshops on P&T, institutional compensation policy, etc.

Past President Dark noted that these items are not included in the executive summary. She asked the provost whether there were items in the executive summary that would be problematic to report. Provost Wickert replied that what he objected to was “mining the data” to find out individual responses. Past President Dark countered that requests for “transparency” and “access to the data” does not mean raw data. Senator Selby concurred, noting that the presentation should include some summary, but not any raw data or identification of people. Senator Russell agreed, saying that he was most interested in general trends over time. When analyzing secondary data, there aren’t such identifiers. Provost Wickert reiterated that he does not want personally identifiable performance data made public, just like faculty do not want their course evaluations made public.

Senator Freeman said that he and Associate Provost Bratsch-Prince understand the Provost’s concern not to make personally identifiable performance data public. Their intention is to pull the data together to provide an overview of trends and outline ways that the data will be used in decision making. EB members agreed that this would be a helpful presentation.

VI. New Business
A. International Perspectives Requirement for International Studies [S14-16] - Bigelow
Senators were generally enthusiastic about such a course to help international students make the transition to living and studying in the United States. The discussion centered on whether this should be a requirement in addition to the international perspectives general education requirement, or whether this course should be a way of satisfying the latter requirement, or whether the two issues should be decided separately (where an
international student may apply for a waiver of the international perspectives requirement).

Past President Dark noted that the international perspectives requirement is waived for students who have lived three weeks abroad. Nevertheless, she thought that this course was important for international students to take. Associate Provost Holger replied that the proposers would be fine with requiring this course of all international students (and waivers could be applied for). Senator Zarecor noted that her international perspectives course does not supply any of this information, and so she argued that the courses satisfy different goals.

Past President Dark recommended that feedback from college curriculum committees be solicited. Then a decision can be made. Academic Affairs will take the matter to the college curriculum committees.

VII. Approval of the January 20, 2015 Faculty Senate Agenda
The items under New Business were removed, and the report on the COACHE survey data was moved after New Business. Senator Minion moved to accept the modified agenda, and Senator Sturm seconded. The motion passed without dissension.

VIII. Good of the Order
President Schalinske said that the questions for the Campus Leaders Breakfast were sent to the administration.

Past President Dark asked when EB would discuss the recommendations from the NTER (non-tenure eligible research faculty) report. She noted that the recommendations would require substantive changes to FH. Senator Freeman recommended putting it on the EB agenda for the next meeting. Prior to giving the report to Governance to create changes, he thought it would be beneficial for EB to discuss whether it agrees with the proposals.

Senator Zarecor asked about the Extension and Scholarship report. Past President Dark replied that the PRS task force report would be available next month too. Senator Freeman noted that the Extension and Scholarship report was discussed in the Administrative Committee meeting and caucus meetings and there did not seem to be any action that needed to take place. Past President Dark countered that Administrative Committee does not take formal actions. So in order for EB to tell the task force that it has considered the report, the full EB needs to discuss it. If EB finds that there are no actionable recommendations, it can say so. President Schalinske pointed out that at the last meeting, EB sent the report to the PRS task force. Senator Freeman added that EB has accepted a number of task force reports without taking any further action. Not every report requires action from EB. Past President Dark replied that the amount of effort required to compose a report merits a fuller response. Substantively, Senator Freeman said that the task force’s recommendation to “remove extension” was a non-starter. President-Elect Wallace recommended waiting until the PRS task force’s report is received before making judgments about the Extension and Scholarship report.
IX. **Adjourn**
Senator Minion moved to adjourn, and Senator Wallace seconded. The meeting adjourned at 4:38 p.m.