IOWA STATE UNIVERSITY FACULTY SENATE
EXECUTIVE BOARD MEETING MINUTES
NOVEMBER 5, 2013
3:00-5:00 P.M.
107 LAB OF MECHANICS

Members Present: Bratsch-Prince, D. (Associate Provost); Butler, A. (Secretary); Cunnally, J. (Governance); Dark, V. (President); Freeman, S. (RPA); Hendrich, S. (Past President); Hermann, P. (Business); Martin, R. (CALS); Minion, C. (Veterinary Medicine); Owen, M. (J & A); Rippke, S. (Parliamentarian); Russell, D. (Human Sciences); Schalinske, K. (President-Elect); Smiley-Oyen, A. (FDAR); Wallace, R. (Academic Affairs); Zarecor, K. (Design)

Absent: Componation, P. (Engineering); Holger, D. (Associate Provost); Sturm, J. (LAS); Wickert, J. (Senior Vice President and Provost);

Substitutes: Taylor, G. (for K. Zarecor)

I. Call to Order
President Dark called the meeting to order at 3:07 p.m. when a quorum was reached.

II. Consent Agenda
A. Agenda, Executive Board Meeting November 5, 2013
B. Minutes, Executive Board Meeting October 1, 2013
Senator Butler pointed out that the minutes had one typographical error. Senator Owen moved and Senator Smiley-Oyen seconded. The consent agenda passed unanimously.

III. Announcements and Remarks
A. President
1. Board of Regents
President Dark reported that ISU President Leath had told her that BOR President Bruce Rastetter would like the opportunity to talk with FS. President Dark said that senators should be prepared for questions from him, and that senators should consider what questions they would like to ask him. EB decided that it would be best to open the floor for questions rather than requiring that questions be submitted in advance.

2. Provost’s Budget Advisory Committee
President Dark said that the first meeting was informational: an overview of the RMM and description of the processes by which budgetary decisions are made. She emphasized that the committee is envisioned as having two-way communication

3. Data Security Policy Development Team
President Dark reported that a new policy development team is being formed concerning data security. She solicited recommendations of people to serve on the committee. Senator Wallace suggested Doug Jacobson. Senator Freeman recommended asking someone from RPA’s research subcommittee (RPCC).
4. Chairs Cabinet
President Dark reported that the discussion item about superior evaluations in PTRs came from the Chairs Cabinet discussion.

5. Shooting on Campus
Senator Freeman asked President Dark about her meeting with Jerry Stewart from Public Safety. President Dark replied that someone will be at the next FS meeting to report on the circumstances. The main point emphasized was that the situation was contained, and they did not want to cause a panic.

Associate Provost Bratsch-Prince said that there has been an ongoing debate about what ISU alerts are for. Whenever they are used, there is discussion about whether they are overused or underused. The aim in this case was to prevent misinformation and reduce fear. She noted that e-mails were sent out at 10:51, approximately 18-20 minutes after shots were fired. Phone messages took longer to distribute. Senator Freeman pointed out that in that 20 minute window, there were students who had heard the gunfire and did not know what to do. Associate Provost Bratsch-Prince replied that there is an issue that needs to be addressed: faculty and TAs need to have a plan about what to do, depending on the nature of the incident. Senator Minion suggested that the front page of the website would be the most effective way to communicate. Associate Provost Bratsch-Prince recommended inviting Jerry Stewart and VP Madden to the next FS meeting.

6. GSB Proposal to Familiarize Students with University Organization, Tenure
President Dark has received a request from GSB to put together a short video on the university’s structure and faculty work. This video would be integrated into orientation. It would answer questions such as what tenure is, who decides who is assigned to teach which courses, the procedures for filing complaints, and whether and how student evaluations are used. Associate Provost Bratsch-Prince pointed out that the student regent had raised a similar question about student evaluations at the BOR meeting. President Dark said that she was open to providing the information, but thought that it should be left to the organizers of orientation whether to include it as a component of orientation.

B. President-Elect
President-Elect Schalinske said that the VPR search is moving forward. He advised EB that there would be an opportunity to meet with candidates. He also announced that the Faculty Spring Conference would likely happen with the topic of online education.

C. Provost
Associate Provost Bratsch-Prince provided an overview of three programs in the Presidential Graduate Student Initiative, created after needs were identified by the Enhancing Institutional Excellence initiative. The first is the Presidential Scholars Program, aimed at recruiting excellent doctoral students. $400,000 has been set aside
for FY 2014, with the goal of recruiting 16 to 20 students to begin in January 2014. The money would provide a first-year stipend of $20,000 (including benefits), and departments would be expected to provide a tuition scholarship and cover the same amount of funding in the second year. Senator Freeman pointed out that $20,000 is more than departments usually commit to students. Associate Provost Bratsch-Prince acknowledged this and added that the expectation would be that this money would be used to recruit new students. A number of EB members observed that the January start date was especially optimistic.

The second initiative aims to provide matching central funds up to $250,000 for recruitment of additional students in FY 2014 and 2015. The funds can be used for benefits, stipends, tuition, etc.

The third initiative provides bridge funding to help PIs take “measured risks.” Sometimes there are expected or unexpected gaps in funding that make it difficult to continue to include graduate students in research groups. This funding would provide one-time centrally funded $300,000 for FY 2014, 2015, 2016.

President Dark asked which 30 departments are involved in these programs. Past President Hendrich asked how the departments were chosen. Associate Provost Bratsch-Prince replied that the focus is on interdepartmental research, areas for high growth, and strategic programs. The list was developed in consultation with the Graduate Council, all DOGEs, and associate deans for graduate education. She did not have the list of 30 departments. President Dark encouraged members to send comments or concerns to Associate Provost Holger.

D. Council Chair Reports

1. RPA – Meetings with RPA Council Memo

Senator Freeman reported that Provost Wickert is supportive of a the proposal. EB does not need to modify the bylaws. Senator Freeman sought EB approval to move forward with the process. There was wide agreement.

Senator Owen reported that J&A had met twice and proposed changes to FH 7. Associate Provost Bratsch-Prince and Paul Tanaka have also recommended changes. He advised EB to expect new items at the next EB meeting. Senator Owen also reported that J&A heard one appeal and has three more (non-P&T) appeals to consider.

Senator Wallace reported that Academic Affairs has contributed five items to the agenda. AA also has discussed redefining the charge of the outcomes assessment committee in order to make the charge more specific; and has discussed its role in coordinating assessment activities throughout the university and formalize their role in the continuous improvement process.

Senator Smiley-Oyen reported that FDAR has discussed the superior ranking on Post-Tenure Reviews. There were no such rankings from Vet Med or Design. FDAR has
also discussed the lack of a maternity leave policy. There has been nothing official, and such a policy would need to go to all three public universities. Senator Smiley-Oyen predicted that such a policy would receive a similar reception as the modified duties policy. Senator Freeman asked whether any of the regents have indicated receptivity to such a proposal. Associate Provost Bratsch-Prince replied that the modified duties policy was never forwarded to BOR. Currently B-base faculty can take 8-10 days of sick leave. Then they can move into leave without pay status. Faculty then can work with their departments to find creative ways to keep faculty in pay status. At Iowa, there is a designated representative from the Provost’s Office who draws up a work plan to ensure consistency across the university. That representative creates a memorandum of understanding to ensure that the college, department, and faculty member agree on the conditions, so that there is no misunderstanding at promotion and tenure.

Senator Cunnally reported that Governance Council has noticed that changes to FH are not always made when new policies are adopted. He proposed more frequent and timelier communication between FS and the Policy Library Advisor Committee. President Dark thought that the PLAC membership should include the chair of Governance Council and the President-Elect.

D. Caucus Chair Reports
None

IV. Unfinished Business
A. Committee on Student Affairs [S13-6]
Senator Cunnally also announced that Vice President Hill was supportive of the committee on student affairs. Senator Freeman moved to approve the committee; Senator Smiley-Oyen seconded. The motion passed unanimously.

B. The PRS taskforce
President Dark resolved to discuss the topic further with Associate Provost Bratsch-Prince and have a proposal for the next EB meeting.

V. New Business
A. Suspension of Master of Public Administration Graduate program – [S13-1]
The main point of confusion for senators was why the proposal was for suspension and not dissolution. Senator Wallace reported that Political Science says that there are still a significant number of students in the program, and they are optimistic that they can hire new faculty to help with reaccreditation. President Dark moved to refer the proposal back to Academic Affairs. The motion passed unanimously.

B. Undergraduate Minor in Food and Society – [S13-2]
The motion passed with one dissension.

C. Discontinuation of Master of Agriculture in Professional Ag – [S13-3]
The motion passed unanimously.
The motion passed unanimously.

E. Name Change: Agriculture and Society – [S13-5]
The motion passed unanimously.

F. Discussion Items
  1. Reminding faculty about specific policies - Important Points to Remember
     President Dark and Provost Wickert wanted to remind faculty of a couple of matters. First, the new absence policy. Second, a faculty signature is required on drop slips only in order to signal that the faculty member discussed with the student whether dropping is a good idea; withholding a signature does not prevent a student from dropping. Third, ISU e-mail addresses should not be used for lobbying or political purposes.

  2. The superior category in PTR
     Each program needs to define what “superior” means for the purposes of post-tenure review. Not all chairs have done this. Of those who have, there has been some resistance from faculty. Issues that have arisen include: fairness across departments; fairness within a department (e.g., research-only faculty); emphasizing that the PTR is a formative process only; creating ill will in requiring that someone be distinguished in every respect; and anger at the entire committee process.

  3. Faculty refusal to follow academic policies
     There have been cases of faculty who refuse to follow policies, e.g., the absence policy.

VI. Approval of the November 12, 2013 Faculty Senate Agenda
    Senator Owen moved to put the creation of the Student Affairs Committee on the agenda and suspend ordinary parliamentary procedure to allow for discussion and vote at the same meeting. Senator Smiley-Oyen seconded. The motion passed unanimously.

VII. Adjourn
    Senator Smiley-Oyen moved; Senator Taylor seconded. The meeting adjourned at 5:03 p.m.

NEXT MEETING – TUESDAY, DECEMBER 3, 2013