IOWA STATE UNIVERSITY FACULTY SENATE

MINUTES EXECUTIVE BOARD MEETING
APRIL 16, 2013
3:00-5:00 P.M.
107 LAB OF MECHANICS

Members Present: Butler, A. (Secretary); Cunnally, J. (Governance); Dark, V. (President-Elect); Freeman, S. (Past President); Hendrich, S. (President); Holger, D. (Associate Provost); Horwitz, J. (Design); Jackman, J. (RPA); Martin, M (J & A); Martin, R. (CALS); Minion, C. (Veterinary Medicine); Rippke, S. (Parliamentarian); Smiley-Oyen, A. (FDAR); Sturm, J. (LAS); Wallace, R. (Academic Affairs); Wickert, J. (Senior Vice President and Provost)

Absent: Bratsch-Prince, D. (Associate Provost); Napolitano, R. (Engineering); Schalinske, K. (Human Sciences); Townsend, T. (Business)

I. Call to Order
President Hendrich called the meeting to order at 3:01 PM when a quorum was reached.

II. Consent Agenda
A. Agenda, Executive Board Meeting April 16, 2013
B. Minutes, Executive Board Meeting March 26, 2013
   Moved by Past President Freeman and seconded by Senator Minion. Consent Agenda approved without dissent.

III. Announcements and Remarks
A. President
1. Council Chair Nominees
   Council chair nominees are sought for J&A and RPA.

2. FS Information Technology (IT) Committee.
   SH announced that this dormant committee will be repopulated. Neither members nor the chair need to be senators.

   Senator Sturm asked how many members caucuses should find. President Hendrich replied that there will be one from each college, and another representative from the library. Senator Sturm asked when nominations should be made. President Hendrich said that she wanted to get the committee organized this spring so that meetings could begin in the fall.

   Senator Horwitz asked whether there were particular problems that motivated the reconstitution of the committee. President Hendrich replied that there are many changes with respect to educational technology about which faculty should have a voice. This week there is a consultant on campus to develop the vision for the future of educational technology on ISU’s campus. Furthermore, Senator Napolitano has recently been named to the new CELT faculty position for educational technology. Past President Freeman added that the committee was disbanded when CIO Jim Davis (ITS) developed his
advisory committee. Now the advising structure has changed. President Hendrich pointed out that Senator Minion is the representative on Davis’s committee.

3. **Provost’s Budget Advisory Committee (PBAC) and University Budget Advisory Committee (UBAC) Updates**

   President Hendrich reported that both committees met. The main topic of discussion concerned implementing recommendations from the Resource Management Model (RMM) review committee. Some of these recommendations may be of particular interest to FS. Provost Wickert confirmed that information is available on the Provost’s website. President Hendrich added that some recommendations concern particular groups of faculty. For example, there are recommendations for the Provost’s Office to direct money to improve the status of humanities faculty in LAS, to address budget concerns in Veterinary Medicine and Agriculture and Life Sciences. Because of the way the RMM is structured the latter two colleges have special budgetary pressures.

4. **President Hendrich’s Report to Board of Regents on Faculty Compensation**

   President Hendrich will attach her report to FS agenda. She will deliver her remarks to BOR at the meeting next week at University of Northern Iowa.

5. **Faculty Adviser to the (ISU) President**

   Past President Freeman announced that ISU President Leath has named him faculty adviser to the president. This new appointment carries a 25% administrative appointment. There is a prima facie conflict with FS bylaws Article II, Section 9, paragraph A-4, which excludes from FS membership anyone who has administrative duties and whose titles contain the word “president.” EB discussed and judged this not to be a conflict. President Hendrich asked Governance Council to consider whether this requires a bylaw change.

   Provost Wickert cautioned Past President Freeman to be careful: when advising the ISU president on faculty conduct cases, responses should be sensitive to faculty issues so that the adviser is not put in an awkward position. Sometimes it is clear that a genuine conflict of interest exists; sometimes it is best to avoid even the appearance of a conflict of interest. Past President Freeman replied that he would be ineligible to participate in conversations about J&A or conduct issues.

B. **President-Elect**

1. **MindWires Consulting**

   The reconstitution of the FS IT committee was in part motivated by MindWires’s inquiry about whether there was such an FS committee. The consultants are working with the steering committee and a representative committee on identifying needs for “learning ecosystems.” This was authorized by the Provost for a large-scale consideration of electronic learning at ISU. The representative committee will have one faculty representative from each college. There has been discussion of how to populate this committee: MindWires thinks it is important to have buy-in from the deans, and recommends having the deans appoint faculty representatives. President-Elect Dark
reported that she responded that FS should be involved in the process. A compromise proposal was for FS to develop a list and have deans select representatives.

The schedule is for the committee to be populated this semester, with the hope of getting the committee functioning over the summer, so that surveys and data collection could take place in the fall.

Senator Horwitz asked whether classrooms are to be included in “learning ecosystems.” President-Elect Dark said yes, adding that the original proposal was to evaluate learning management systems only, but was expanded to include classrooms and other educational and scholarly uses of technology.

Past President Freeman pointed out that the representative committee is charged with fact-finding, not decision making. President-Elect Dark said that the representative committee will likely include representatives from IT and CELT as co-chairs, as well as representatives from FS, GSB, GPSS, and faculty members from each college. The steering committee will make recommendations to the Provost’s Office. The steering committee includes Jim Twetten, Ralph Napolitano, Alan Schmidt, Veronica Dark, Tom Brumm, and a student.

Senator Jackman asked whether the committee is discussing options and strategies with other universities, or just the consulting group. President-Elect Dark replied that the consulting group has ties to other universities and has made suggestions based on that knowledge.

Senator Minion asked why the representatives appointed to FS IT committee couldn’t also serve on the representative committee. President Hendrich replied that they could, should the caucus so desire.

C. Provost

1. Fundraising
   Provost Wickert was enthusiastic about the state of private fundraising. The goal is for $100 million, and the ISU Foundation has raised $85 million to date. The College of Human Sciences and College of Design are 200% above their fundraising goals for the year. ISU President Leath’s five-year project to raise $150 million for student scholarship support has raised $40 million in its first year.

2. Business Dean Search
   Three candidates were interviewed. Yesterday was the last day for online comments and the search committee will meet tomorrow. The process is on track to fill the position this academic year.

3. IT Committee and Research Committee
   Provost Wickert and President Hendrich have discussed rejuvenating these dormant FS committees. Provost Wickert has observed that creating more communication between
faculty and VPRED and between faculty and IT is good. Better communication could have prevented misunderstandings.

Provost Wickert noted that there are a number of areas of IT to consider: Blackboard, digital phones, high-performance computing, etc. Next year there will be investments to upgrade high-performance computing. The “ecosystem” includes online learning, technology, and other infrastructure, including classrooms. The committee will consider how best to equip classrooms to facilitate hybrid classes.

Provost Wickert acknowledges that there are a number of committees already, but he thinks that communication with VPR would be beneficial. Points of interest include IDC revenue and the FS-approved flexible IP policy.

In this spirit, Provost Wickert suggested that it might be beneficial to invite vice presidents to FS.

4. AAUP
Provost Wickert met with representatives from the ISU chapter of AAUP. It was suggested that national experts on academic freedom be included in the university lecture series. Provost Wickert liked this suggestion and will follow through on it.

5. Boston Marathon Bombing
Provost Wickert expressed his horror at the Boston Marathon bombing. John Pleasants and 8-10 students participated in the marathon. No injuries were reported.

6. VEISHEA
Provost Wickert was happy to report that Governor Branstad and Lieutenant Governor Reynolds will be attending the parade, for the first time in a couple of years.

7. Budget Planning
Tuition revenue for next year is projected to be strong, up $19 million. There will likely be another record in fall enrollment. ISU expects a 2.6% increase in state appropriations. There will also be a $3 million decrease in indirect cost recovery. New awards from federally sponsored research is down 17%, and peer institutions are seeing a similar decrease.

The budgetary priorities are compensation for faculty and staff and faculty hiring.

8. Promotion and Tenure
At the BOR meeting next week, regents will vote on P&T cases. Provost Wickert has directed his staff to have letters queued so that on his signal, candidates will receive electronic letters upon BOR approval. He confirmed that faculty will receive printed letters too.
D. Council and Committee Chairs

1. Academic Affairs Council
Senator Wallace reported that AAC is working with English on assessing ISUComm, including developing a survey instrument to be given to departments in the fall. Currently AAC is working out the logistics and costs of administering the survey online.

2. FDAR
Senator Smiley-Oyen reported that Associate Provost Bratsch-Prince is working to include new lecturers in the new faculty orientation. Lecturers would be included in general orientation sessions, and then there would be separate breakout sessions for tenure-track faculty and lecturers. Senator Smiley-Oyen said that FDAR is also considering developing a mentor program for lecturers who are seeking promotion to senior lecturer. Senator Horwitz expressed enthusiasm for this program. Senator Minion asked whether there were resources for new clinicians. President Hendrich thought that was a good idea.

President Hendrich said that there has been discussion about having the Provost’s Office give a report to FS on the status of non-tenure-eligible faculty and non-tenure-eligible research faculty. Senator Smiley-Oyen recommended having this report in the fall, when the Provost reports on the balance between non-tenure-eligible and tenure-track faculty. Past President Freeman added that the non-tenure-eligible faculty task force is completing its work, and he will forward the report and recommendations for the next steps.

Provost Wickert asked when the Provost Office should deliver its report to FS on P&T outcomes. President Hendrich replied that it should happen at the last May meeting after BOR approval.

President Hendrich pointed out that there would need to be a new chair appointed to the faculty development committee that reports to FDAR because Heimir Geirsson is becoming chair.

E. Caucus Chair Reports
Associate Provost Holger pointed out that the call for nominations for Graduate Council had been sent.

IV. Unfinished Business
A. Revision to FH 6.2 Honorary Degrees [S12-15]
   No discussion. EB agreed to send the policy forward for FS discussion and vote.

B. Revision to FH 5.7 Evaluation of Central Administrators [S12-16]
   No discussion. EB agreed to send the policy forward for FS discussion and vote.
D. Extra-Curricular Activities [S12-18]

Senator Jackman asked whether members of the pep band who accompany sports teams to NCAA tournaments would be excused on this policy. Senator Wallace replied that they might be, if their activity were understood as part of intercollegiate athletics.

Senator Butler wondered whether the language of “make up” assignments and examinations suggested that the assignments would be completed after the absence. After some discussion, Past President Freeman proposed that the policy be rewritten: “Instructors should provide timely opportunities for students to make up or replace missed scheduled examinations and/or assignments.” The amendment was seconded by Senator Cunnally. It passed without dissension.

Past President Freeman recommended that the new motion be accompanied by a brief statement of background and rationale.

Senator Jackman asked about the intent of “academic rhythm.” President Hendrich suggested that a period be placed after “conflict” to omit the awkward metaphor. Senator Butler also suggested that “Wherever” be replaced by “Whenever.” Senator Horwitz moved the amendment, and Senator Butler seconded. The amendment passed without dissension.

Senator Cunnally expressed concern from the Governance Council that the list of included excused activities was too inclusive and takes away discretion from instructors. Senator Cunnally reported that his own policy is to judge the letter that supports the student’s request for an excused absence. Professional courtesy requires that he respect a colleague’s earnest request for excuse.

Senator Horwitz noted that there are problems when students supply short notice. Senator Wallace replied that FH policy already requires students to supply 10 days advanced notice. Senator Jackman asked what happens if a student supplies notice 9 days in advance. Senator Wallace replied that those cases are up to the judgment of the instructor. Senator Sturm wondered whether the onus should be placed on the faculty adviser to supply the letter. Past President Freeman replied that nothing in the policy requires faculty advisers to supply a letter. President Hendrich quoted the fourth paragraph contradicting his claim. Senator Jackman observed that “should” is not the same as “must.”

Senator Smiley-Oyen asked about student clubs. President Hendrich replied that the student should get a letter from the adviser. Senator Cunnally responded that club activities would not be university-sponsored. Senator Wallace reported that AAC did not think it appropriate to include clubs. Past President Freeman observed that some clubs are department-sponsored. Senator Minion asked whether the hockey club should be treated like intercollegiate athletics. Senator Smiley-Oyen offered the example of competitions for ballroom dancing.
Associate Provost Holger cautioned EB members not to change parts of the policy that have not caused problems to date.

Senator Jackman asked whether and how students are made aware that they need to provide documentation to instructors 10 days in advance. President-Elect Dark replied that that time frame is already in FH. Senator Jackman observed that students do not read FH. Senator Wallace pointed out that advisers should be made aware of the policy in adviser training. Senator Jackman said that he didn’t know exactly what the mechanism should be for making students aware, but there should be one. Past President Freeman proposed giving the policy to the GSB president to disseminate as deemed appropriate.

Senator Minion moved to put this item on the FS agenda. Senator Sturm seconded. The motion passed without dissension.

C. Dead Week Resolution [S12-17]
EB had three different motions for consideration: the original motion, a modified motion from Senator Sturm, and a replacement motion from Senator Napolitano. EB members gravitated towards Senator Napolitano’s shorter, clearer version.

President-Elect Dark liked that Senator Napolitano’s revision removed many of the peculiar restrictions on faculty.

Past President Freeman asked whether take-home final examinations would violate Senator Napolitano’s policy. Senators agreed that the operative consideration is when the examination is scheduled to take place. In-class examinations are scheduled to take place at a particular time, whereas take-home examinations may be completed over a range of times.

Senator Smiley-Oyen wondered whether the policy would forbid introducing new assignments later in the semester. President-Elect Dark observed that the policy concerns only those assignments that are scheduled for Dead Week; changes to the schedule for the rest of the term may be made.

Past President Freeman suggested revising the policy so that the syllabus be distributed at the start of the course, without implication that it be distributed on the very first day. Other terminological corrections were made.

Senator Cunnally asked whether there are courses that do not have scheduled final examination times. President Hendrich replied that courses that are worth fewer than 3 SCH do not. Senator Wallace said evening courses’ final examinations are not scheduled during ordinary final examination periods either.

Senator Cunnally asked whether online courses are also exempt. Associate Provost Holger said that those courses are subject to a different policy altogether.
Senator Jackman moved all the changes. Senator Smiley-Oyen seconded. The changes were approved without dissension.

VI. New Business
A. Name Change: Agricultural and Biosystems Engineering Graduate Program [S12-19]
   No substantive discussion.

B. Name Change: Family Finances Housing and Policy to Family Finances [S12-20]
   Senator Wallace reported that the Department of Finance was not adequately consulted. He speculated that the proposal would be brought before EB in two weeks.

VII. Approval of April 23, 2013 Faculty Senate Agenda
   President Hendrich said that she would change the date and remove item VI-D. She would also add her compensation report to the consent agenda. Senator Minion moved, and Senator Wallace seconded. The motion passed without dissension.

VIII. The meeting adjourned at 4:53 PM.
   Senator Wallace moved; Senator Sturm seconded. Approved unanimously.

NEXT MEETING – APRIL 30, 2013

Respectfully submitted,
Annemarie Butler
Faculty Senate Secretary
April 23, 2013