FDAR Minutes
Jan 27, 2020
3:00 – 4:00 p.m.
107 Lab of Mechanics

Attending: Claire Andreasen [V PTH], Jose Rosa [MKT], Panteleimon Ekkekakis [KIN], Eliot Winer [ME], Jo Mackiewicz [ENGL], Dan Andersen [ABE], Dawn Bratsch-Prince [SVPP]

Absent: Carmen Bain [SOC A], Diane Al Shihabi [ARTID], Ralph Napolitano [MSE]

FDAR organization
• Meeting time – Those present agreed on 3:00pm
• Welcome back Jo Mackiewicz who was on sabbatical last semester
• Tera Jordan, Assistant Provost for Faculty Development
  https://www.provost.iastate.edu/about/staff/jordan
  o Tera may join us in FDAR as her schedule permits
  o She will be meeting with the EDI committee

Collegiality Statements in PRS- Resolution passed Faculty Senate
• It will be important that the Task Force agreed on by the Faculty Senate President Sturm and Provost Wickert proceeds for discussion and to determine a pathway ahead. This is important since resolutions are a statement of Faculty Senate opinion passed by a majority vote and are not policy.
• An update by Dawn Bratsch-Prince noted that she and Jonathan Sturm are discussing the formation of the Task Force. The discussions are preliminary and possible areas for the Task Force charge may include: focusing on FH “professional responsibilities”, accountability; creating tools for faculty and chairs to address bullying/uncivil conduct when it happens; creating intermediate steps in Ch 7 to resolve issues before a formal complaint is filed; and other topics and next steps.

Faculty mentoring
• College caucus feedback regarding faculty mentoring –documents to date in CyBox; made separate folder
• One of FDAR goals to summarize for 2019-2020 via charge from Faculty Senate President Sturm
  o For now, term mentoring will not occur via Office of the Provost and is delegated to colleges to develop a process; best practices may be developed
  o To get initial feedback from faculty as how the tenure-track mentoring is beneficial and what can be improved
  o What of the tenure-track mentoring process what might be useful for term faculty
• Example questions that have been used
  o How does mentorship of junior (non-tenured and/or associate) tenure-track faculty operate in your department/unit?
  o What has been working well with tenure-track faculty mentorship programs in your department/unit? What needs improvement?
  o How is accountability for tenure-track mentorship measured, if at all (surveys, annual reviews, etc)?
  o How does mentorship of term faculty operate in your department/unit (does it exist in some form yet)?
  o What elements should be integrated into a term faculty mentorship program?

Equity, Diversity and Inclusion (EDI) committee - José Rosa, Chair
• Faculty Handbook (FH) modification and wording by EDI in: 3.4.2.2., 5.1.1.2., 6.7.1.
• The EDI has reworded recommendations for FH 3.4.2.2. and 5.1.1.2. (attached separately)
• Goals are to provide language and affirm the principles of Diversity and Inclusion
- Determined that the above section changes would be forwarded to EB for initial discussion and feedback; not a plan to place on the FS agenda until that feedback is received and reviewed by EDI and/or the Chair of EDI
- The departmental faculty would need to discuss, determine and support metrics and best practices for changes in FH 3.4.2.2. and 5.1.1.2.
- Other initiative examples include
  - Cy for Civility is within the VPD1 Office presently; pending other actions
  - EDI convenes the College D&I Chair twice yearly

Good of the Order

Faculty Access to Computer Administrative Privileges (Addendum Cybox)
Panteleimon Ekkekakis noted that the ability for faculty to have administrative privileges appears to differ among colleges and departments.
- Faculty understand the goal to increase cybersecurity, but can inhibit faculty productivity if administrative rights are completely removed.
- Some colleges have an “open window” of time on request to install programs and then access removed; e.g., open administrative privileges for 1 hour to install.
- If access removed, can prevent the ability to: network printers, install software, and other needed functions, especially if traveling abroad for research.
- Faculty have contacted IT, but response seems to indicate a lack of understanding of various faculty IT needs
- If faculty need an IT person to perform all these functions in a timely manner, a problem occurs when there is a shortage of IT staff.
- Faculty need to understand how IT policies are created, how input is gathered (especially by the users), how and when policies are implemented and at what level, e.g., how communication occurs
  - The President-elect indicated they will follow up on the issue

Addendum information:
- A search of the ISU website does indicate varied processes for computer administrative privileges
- IT policy within colleges is usually determined by the college cabinet. The point person is usually the associate dean with oversight of IT.
- Discussions with central IT and colleges have been occurring, especially over the past 2 months.
- From the university website [https://www.policy.iastate.edu/policy/minsecstdguid](https://www.policy.iastate.edu/policy/minsecstdguid) It seems the related section 3.1.5 would need to be the communication and understanding between faculty and IT (all in the ISU network)

<table>
<thead>
<tr>
<th>3.1.5</th>
<th>Each account must be granted the least privilege to perform required job function(s).</th>
</tr>
</thead>
</table>

Use of Resolutions
- Eliot Winer noted that Faculty Senate is using an increasing number of resolutions versus changes in policy (via the Faculty Handbook)
- Noted that changes to the Faculty Handbook (versus Resolutions)
  - Are policy
  - Provide accountability
  - Takes longer to design due to the needs related to policy, such as a timely process for planned implementation, and the need to be defensible
  - For matters that are of marked concern for the Faculty Senate, even with the process time needed, policy changes may be more beneficial for time spent and outcomes versus resolutions

Table until next meeting:
- Recognition and Development Committee – Dan Andersen, Chair
• Facilities and Educational Resources Committee - Ralph Napolitano, Chair

Next meetings (Mondays)

February 24, March 23, April 20