

FDAR Council Annual Report Academic Year 2007-2008

April 18, 2008

The FDAR Council met officially 4 times this year, and via email a number of additional times.

August and December 2007 the Council worked to develop modified language regarding the Non-Tenure Eligible Faculty (NTEF) Lecturer/Clinician policy.

Below is the proposed language.

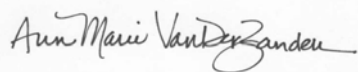
Lecturer and Clinician¹: a limited term, full- or part-time appointment of from one semester to three years and renewable. After a minimum of six years or the completion of 12 semester FTEs of employment, the individual may request a review for advancement from the appropriate departmental committee. Criteria for advancement shall be based on the quality of work relative to the individual's PRS. The three outcomes of this review include: recommendation for advancement to Senior Lecturer or Senior Clinician; continuation of appointment as Lecturer or Clinician; or non-renewal of contract. Individuals who are not recommended for advancement are eligible to reapply in subsequent years. An outcome of the review process should be to provide constructive, developmental feedback to the individual regarding progress in meeting departmental criteria for advancement.

This new language was approved at the January 15, 2008 Faculty Senate meeting.

During the Spring 2008 semester the FDAR Council worked on a proposal brought forward by the Faculty Recognition and Development Committee regarding new language for the Foreign Travel Grant Award. This language was approved April 22, 2008.

The Council began preliminary work discussing a faculty tuition reimbursement policy and Ann Marie VanDerZanden will continue to work with the Provost's Office over the summer to prepare for additional work on the subject during the AY 2008-09.

Respectfully submitted by,



Ann Marie VanDerZanden
FDAR Council Chair
vanderza@iastate.edu

Recognition and Development Committee
Annual report, 2007-2008
April 20, 2008

The Recognition and Development Committee met a total of four times during the academic year. The committee reviewed two applications for the Big Twelve Faculty Fellowship Program, recommending that both applicants be awarded a fellowship. Furthermore, the committee reviewed eight nominations for the Regent's Excellence Award, recommending that six be awarded.

A major responsibility of the committee is to review and rank foreign travel grant applications. This academic year it received a total of 102 applications for foreign travel grants and was able to fund 72 of those for a total of a little over \$70,000. The foreign travel grants represent a major part of ISU's international outreach program and so it is important to at least maintain, and preferably increase the level of support for the program. Supported faculty traveled to six continents, with the largest number, 34, going to Europe followed by 14 going to Asia and 9 to South America.

The committee worked with the FDAR Council on changing the language for the foreign travel grant guidelines. The new language, approved at the April 15th Faculty Senate meeting, allows for travel supported by a foreign travel grant to originate in a city other than Des Moines. The previous language required travel to originate in Des Moines which in some cases required applicants to add effort and expense to their travel.

Submitted by

Heimir Geirsson
Chair, Recognition and Development Committee
geirsson@iastate.edu

22 April 2008

**To: Sedahlia Crase, Faculty Senate President
Ann Marie VanDerZanden, Chair, FDAR**

**From: Tanya Zanish-Belcher
Chair, Faculty Senate Committee on Women and Minorities**

Re: Annual report, 2007-2008

Membership:

Obtaining appointments from the various Colleges was somewhat difficult, and the College of Engineering never made its appointment. During the spring semester, several Committee members also were on professional leave.

Committee Members:

Mary Harris (Agriculture); Mindy Ji Fang (Business); Jamie Horwitz (Design); Frankie Laanan (HSC); Peng Liu (LAS); Wendy Ware (Vet Med); Tanya Zanish-Belcher (Library)

Meetings:

While the Committee did not meet, there was frequent communication by e-mail. The Committee Chair also attended regular meetings of the Women's Leadership Consortium (WLC), FDAR (when possible) and also provided feedback on proposed policies, brainstormed with a WLC Task Force looking at diversity efforts in the university's Bioeconomy Institute, and attended several events sponsored by the ADVANCE grant.

Programming:

The Committee co-sponsored (with the Women's Center) the fall meeting of the Women Faculty's Network.

Review of policies:

The Committee reviewed the draft policy for Active Service/Modified Duties (ASMD) which was created by a Task Force overseen by the Provost's Office.

Future planning:

The Chair spent time this year planning for two projects to be undertaken during the 2008-2009 academic year.

Assessment of the partner accommodation program: working with the Office of the Provost and Institutional Research, the Committee will oversee an assessment of the partner accommodation program. While this has been an effective recruitment tool, the focus will be on its use as a retention tool as well.

Collaboration with the University Committee on Women: during the academic year, 2008-2009, the Committee will work with UCW to undertake a review of the Status of Women in the College of Veterinary Medicine. Previous reports have focused on the College of Agriculture, the College of Business, and the College of Engineering.

**Facilities and Education Resources Committee
2007-2008 Annual Report**

The committee met once to decide on the following two items.

- (1) Initiate a survey students and faculty to determine the class room conditions and use
- (2) Address the needs of students with disabilities
- (3)

The student board (GSB) felt since another committee is exploring students with disabilities, FERC need not also get involved. The student board also did not feel it necessary at this stage to conduct a survey of class rooms. The committee therefore decided to postpone action on both items. The committee also felt that several responsibilities listed under the charter for FERC is duplicated among many other committees and that there is a need to redefine the focus of the FERC.

Submitted by
Sree Nilakanta
Chair, FERC

GOVERNANCE COUNCIL ANNUAL REPORT **FOR ACADEMIC YEAR 2007-8**

The Governance Council of the Faculty Senate has two committees that report to it; namely, the Committee on Governance Documents and the Committee on Committees. The Committee of Governance Documents considered many document changes for the Faculty Handbook and for the Council's business throughout the year. These topics are included in the general topics for the Governance Council below. The Committee on Governance Documents was co-chaired by Denise Vrchota. The Committee on Committees' responsibility was the appointment suggestions to fill the Senate's committees and liaison positions. The Committee on Committees was chaired by Clark Ford. The Governance Council also had the responsibility of conducting the Senate's elections for filling completed terms.

The major topics of action for the Governance Council for the 2007-8 academic year were the following – note that these are only topical items (see the Council Minutes on the Faculty Senate website for more details):

- Revised language and related “link” items for the Faculty Handbook's Religious Accommodation/Class Attendance Policy (this item was coordinated with GSB and others) – this item was approved by the Senate,
- Considered the issue of directors serving on the Senate – Governance Council decided to leave the language as it exists in the Bylaws,
- Processed the policy of edits for the Faculty Handbook (the policy draft was submitted by the Gov. Docs. Committee and approved by the Senate),
- Two issues concerning write-in candidates were discussed and resolved,
- Extensive discussions took place on proposed changes to the Open Meetings Policy in the Faculty Handbook. Coordination of this discussion took place with Paul Tanaka's office and other faculty (this item is still pending, due to the State Legislature's proposed changes),
- Conversion of the newly adopted NTER procedures to Faculty Handbook language and sections is in process,
- The Senate Bylaws were changed to create a Representative Committee consisting of the Caucus chairs (this item was approved by the Senate),
- The Senate Bylaws were changed to make the President-Elect of the Senate the chair of the Committee on Committees and to make the members of this committee as the Caucus Chairs (this item was approved by the Senate),
- The Senate Bylaws were changed to provide for a new committee under the Governance Council for the purpose of reviewing and making recommendations for the governance documents of departments and colleges of the entire university (this item was approved by the Senate),
- Language changes were proposed for incorporation into the Faculty Handbook for the section on the Faculty Conduct Policy – Chapter 7 (this action was approved by the Senate),
- The nomination form for the President-Elect office was revised,

- Discussions were held on the need for the completion of representation on some of the Senate Committees, such as the Committee on Women and Minorities,
- Revised statements for the Discrimination and Harassment provisions in Chapters 2 and 8 were submitted to the Senate (the Senate approved these provisions),
- Significant work occurred during the summer of 2007 on finalizing the contents of the Faculty Handbook from those items passed by the Senate from the previous spring. Denise Vrchota, Claudia Baldwin, Max Porter and the Provost Office put in a significant amount of work proofing the work done by the IT people for the Handbook. A special recognition goes to Denise Vrchota for all the extra effort to proof and review all the sections of the Handbook that were affected.
- Work continues for revisions to the Policies and Procedures Manual to provide updates and to include the new edit policy and the style sheet for the Faculty Handbook.

Overall, the Governance Council had a very busy and productive year, as can be seen by the extensive list of accomplishments and activities listed above. More details on the items listed above can be seen in the Council's minutes which are posted on the Senate Website.

The report is respectfully submitted by Max Porter, Chair of Governance Council. Active Members of the Council are:

Clark Ford,
Tom Chacko,
Joe Haynes,
Dan Loy,
Steve Porter,
Michael Martin,
John Mayfield,
Denise Vrchota, Vice-Chair,
Sedahlia Crase,
Susan Carlson, Ex-Officio,
Max Porter, Chair

TO: Sedahlia Crase, President
ISU Faculty Senate

FROM: Denise Vrchota, Chair
Committee on Governance & Documents

RE: Annual Report

DATE: April 22, 2008

The Governance and Documents Committee maintains the Faculty Handbook and the Faculty Senate governance documents (constitution, by-laws, procedures manual).

Members of the committee are: Lita Rule (Ag), Skip Walter (Bus), Gregory Palermo (Des), Stephen Porter (HSC), John Mayfield (LAS), Max Porter (ex-officio, Governance Council), Susan Carlson (ex-officio, Provost Office), Denise Vrchota (Chair).

During the 2007 senate year, the main business of the committee was to ensure that policies approved by the Faculty Senate, president, and provost, were properly formatted for the Faculty Handbook. In addition to preparing policies for the handbook, the committee completed several other initiatives:

1. Placed a "New Faculty Handbook Policies" feature on the Faculty Senate web site. The feature enables members of the university community to access policies waiting for placement in the next edition of the Faculty Handbook. A brief explanation of the need for each policy is included.
2. Replaced the protocol of releasing one annually updated Faculty Handbook with two editions. One is released in January; the other, during the summer. In January 2008, a second January edition was made available to enable use of a revised policy guiding reappointment of lecturers.
3. Developed an editing policy outlining terms by which the committee may make non-substantive changes to handbook policy without necessitating a second round of approvals by the Faculty Senate (Approved).
4. Created a two-part Faculty Handbook Style Sheet to guide contributors to work toward editorial consistency throughout the handbook. Part one contains style guidelines for authors of policies; part two contains formatting guidelines for the committee and the IT staff (Under Review).
5. Updated the caucus section of the online Faculty Senate Procedures Manual (Under Review).

The members of the committee have worked tirelessly on these initiatives. Their attention to detail and to accuracy is to be commended.

Annual Report
Faculty Senate Committee on Committees

Clark Ford, Chair

April 22, 2008

The Committee on Committees met in May 2007, and regularly during the first part of Fall 2007. As chair, I also met with Sherri Angstrom, Faculty Senate secretary in July 2007 and as needed during the first part of Fall 2007. As chair, I initiated a request to the Governance Council that the Bylaws be changed (back) so that the Faculty Senate President Elect be automatic chair of Com Com, and the committee membership would consist of the Caucus Chairs.

The Committee on Committees filled all of the committee openings for each of the active Faculty Senate committees, and the Faculty Senate liaison to the Traffic Appeals Board. Unfortunately, there still remain a few unfilled seats for Faculty Senate liaisons to University committees and councils, including the Calendar Committee, the Graduate Council, the ISU Retirees Committee, and the Women's Center Advisory Board.

Committee seats filled in 2007-2008:

Academic Standards and Admissions

Geoff Abelson, chair
Philip Spike (CALs)
Barb Lickliger (HSC)
Kevin deLaPlante (LAS)

Curriculum

Jim Thompson, chair

Awarding Honorary Degrees

Brian Mennecke (BUS)
Mary Kay Wilcox (DES)
Joanne Marshall (HSC)

Recognition and Development

Hemir Geirsson, chair
Yoshi Suzuki (BUS)
Barbara Walton (DES)
Roger Smith (HSC)

Women and Minorities

Tanya Zanish Belcher, chair
Peng Liu (LAS)
Wendy Ware (VET)

Governance and Documents

Skip Walter (BUS)
Gregory Palermo (DES)
Stephen Porter (HSC)
John Mayfield (LAS)

Facilities and Educational Resources

Gary Taylor (DES)

Appeals

Gregory Palermo (DES)
Hae Moon Oh (HSC)
Claudia Baldwin (VET)

Research Planning and Policy

No changes

Business and Finance

Gregory Palermo, chair
Dean Anderson (HSC)

Information Technology

Tony Townsend, chair
Scott McLeod (HSC)
Kevan Flaming (VET)

Traffic Appeals Board

Duane Smith (CTRE)

DATE: 4/30/08

TO: Sedahlia Crase, Faculty Senate President

FROM: Steve Freeman, Chair

SUBJECT: Judiciary and Appeals Annual Report

Four faculty have formally submitted appeals to the Faculty Senate Committee on Appeals (FSCA) during the past year. Two of the appeals involved promotion and tenure decisions, one appeal involved a promotion decision, and one appeal involved a dispute between a faculty member and his administrators.

All of these appeals have been completed. In one of these cases, the FSCA recommended against the appeal. In this case the Provost agreed with the recommendations of the FSCA. In the other three appeals, FSCA found in aspects supporting the appeal, but in none of the cases did the FSCA fully recommend supporting the appeal request as filed. In all of three of the cases the Provost denied the appeal.

Besides the four appeals filed, I (as chair of the FSCA) have had formal conversations with three additional faculty concerning appeals and numerous informal conversations with faculty about their concerns and the appeals process.

In addition to the work conducted by the FSCA, the Judiciary and Appeals Council was also involved in a revisions of the Faculty Conducted Policy.

Faculty Senate Resource Polices and Allocations Council (RPA) Annual Report – 2007-8

Members: Gregory Palermo (Chair), Mike Owen (CALs), Travis Sapp (Bus), Chris Martin (Des), Margaret Torrie (CHS), Ricardo Rosenbusch (VetMed), John Jackman (Eng), Arnold Van der Valk (LAS), Jack Girton (Research chair);
ex. Officio: Sedahlia Crase; Clark Ford

1. Meetings and Process:

The RPA meets monthly with Executive Vice President and Provost Betsy Hoffman and Associate Vice President Ellen Rasmussen. Principle issues pertain to budget policies, and development and allocation of resources as they pertain to broadly defined academic advancement of the university. This year, the focus has been on working with the office of the provost as the new budget model is being implemented.

In addition, the council met monthly during the fall, and weekly during the spring semester to conduct other regular business.

The minutes of the meetings are available on the Faculty Senate site.

2. Administration and Shared Governance

The council developed three working documents to address these issues with the provost:

- a) “Working Relations with the Provost Regarding Budget”, July 2007. Outlined RPA advisory role in shared governance; defined anticipated data and information the RPA would need to carry out its role; & outlined anticipated points of formal advisory input.
- b) “RMM Implementation Schedule”, August and October 2007. Schedule showing FY09 budget process and RMM implementation; RPA review and input dates
- c) “College Implementation of Guiding Principles”, Minutes 10/04/07 and Document, October 2007. Discussion regarding collegiate implementation of faculty and Senate input to budget process, policies and proposals as called for in the RMM approval

3. Budget Policies and Allocations

The council developed four policy papers this year:

- a) Criteria Guidelines for evaluating budget proposals
- b) Evaluation and Recommendations regarding Strategic Budget Enhancement Proposals by the Administrative Service Centers (ASCs)
- c) Evaluation and Recommendations regarding Strategic Budget Enhancement Proposals by the Responsibility Resource Centers (RRCs)
- d) Evaluation and Recommendations regarding Strategic Budget Enhancement Proposals by the Responsibility Resource Centers

4. Research Policy

Reviewed, proposed revisions, approved and forwarded the Research Policy to the Faculty Senate. The Senate approved the policy on April 15. The policy was developed by the Research Advisory Committee under the guidance of Jack Girton working with the office of the Vice President for Research John Brighton.

5. Upcoming for Academic '08-'09

- a) Review council structure and mission mandate for three committees that have been inactive this year: Business and Finance Advisory Committee, IT Advisory Committee and Welfare and Benefits with the objective of re-activating them *or* sunsetting them.
- b) Continue to work with the office of the provost on budget development – the focus will be on shifting to budget and academic policy advisory review and oversight as we implement full operation of the new budget model.
- c) Revise and distribute Budget Development Evaluation Criteria to Senate representative on ASC Budget Advisory Committees, and Senate participants on RRC advisory bodies.

Respectfully submitted by Gregory Palermo, 24 April 2008.

Faculty Senate Research Policy Committee
Annual Report: 2007 - 8

The Faculty Senate Research committee met monthly with Vice President of Research and Economic Development John Brighton. We had a number of discussions on how the research environment could be improved at ISU. There was one item that dominated our year: the development of a draft policy on proprietary research. At the request of Executive Vice President and Provost Betsy Hoffman we investigated similar policies at our peer universities, and developed a draft in collaboration with Joanne Altieri (Director of OSPA). This draft reflected our understanding of what ISU policy is and also considered how such a policy would be used to guide decisions on individuals research policies. After the committee, Vice President Brighton, and Director Altieri agreed on a draft it was sent to the RPA and to the University Counsel for review. Several of Paul Tanaka's comments and suggestions were incorporated. The revised draft was approved by the Faculty Senate Executive Board and after discussion was approved by the Faculty Senate.

Report Submitted by Jack Girton

Chair	Jack Girton
BUS	Roger Stover
DES	Julia Badenhope
FCS	Gary Phye
VET	Vlastislav Bracha
LAS	Jorgen Johansen
AG	Diane Birt
Ex-Officio	John Brighton

Faculty Senate Academic Affairs Council Annual Report

Council members: Suzanne Hendrich, Chair (2006-08)
Ed Braun, Agriculture and Life Sciences
John Wong, Business
Marwan Ghandour, Design
Greg Luecke, Engineering
Michael Clough, Human Sciences
Vlastislav Bracha, Veterinary Medicine
Representative from LAS, vacant
Geoff Abelson, Chair, Academic Standards and Admissions

Committee

Jim Thompson, Chair, Faculty Senate Curriculum Committee
Dave Holger, Associate Provost, Ex Officio

The Council discussed student assessment of educational experiences with input from the Center for Excellence in Learning and Teaching (Corly Brooke, Kevin Saunders), the university's participation in a voluntary accountability system with input from Kevin Saunders, and the definitions of major and minor student academic conduct violations with input from Michelle Boettcher, Judicial Affairs Office, and Mary Jo Gonzales, Associate Dean of Students. The Council suggested possible changes in terms defining academic misconduct. No formal action was taken on the issues described above.

The Council approved numerous program discontinuations, name changes, minors, certificates and majors and sent those changes forward to Faculty Senate Executive Board. These changes included:

- Discontinuation of the M.S. degree in Veterinary Diagnostics and Production Animal Medicine.
- Biological Systems Engineering major.
- Meat Science minor.
- World Languages and Cultures major.
- Occupational Safety undergraduate certificate.
- Culinary Science major.
- Music Technology Minor
- Global Resource Systems major.
- Bioengineering Minor.
- Agriculture Education & Studies Undergraduate Major Name Change.
- Insect Science undergraduate major.
- Undergraduate Certificate Program in Community Leadership and Public Service.
- Nuclear engineering minor.
- Wildlife Ecology graduate program.

**IOWA STATE UNIVERSITY
OF SCIENCE AND TECHNOLOGY**

**College of Human Sciences
Department of Curriculum and Instruction**

Interoffice Communication

*N132 Lagomarcino Hall
(515) 294-7283
FAX (515) 294-6206*

April 28, 2008

To: Sedahlia Crase
From: Geoff Abelson

Re: University Academic Standards & Admissions Committee – Year End Report

- Approved – Department of Agriculture and Biosystems Engineering – new certificate program in Occupational Safety.
- Approved – Department of Kinesiology – new minor in Sports and Culture with a special grade requirement of “C-“ or better in core courses and required courses to fulfill the minor.
- Approved – Department of Community and Regional Planning – enrollment management plan to meet accreditation standards of student/faculty ratio of 15:1. A formula for admission to the program will bring the number of students in the program into an acceptable range.
- Approved – College of Design – new Digital Media minor available exclusively to students in the college.
- Curriculum chairs of the respective colleges were requested to submit updates of newly initiated special GPA and special grade requirements that had been approved by their college Academic Standards and Admissions Committee. The University Academic Standards and Admissions Committee must also approve these special GPA and special grade requirements before they appear in the new university bulletin. This update by college curriculum chairs is necessary in even years as each new university bulletin is revised.

Date: April 23, 2008

To: Sedahlia Jasper Crase, President
Faculty Senate
103 Lab of Mechanics

From: Peter Reilly, Chair
Committee on Honorary Degrees
2114 Sweeney Hall

Subject: **2007–2008 annual report, Committee on Honorary Degrees**

The Committee on Honorary Degrees consists of Peter Reilly (Chair), Max Rothschild (Animal Science), Steve Freeman (Agricultural and Biosystems Engineering), Joanne Marshall (Educational Leadership and Policy Studies) and Ricardo Rosenbusch (Veterinary Microbiology & Preventive Medicine), with empty seats for the Colleges of Business, Design, and Liberal Arts and Sciences.

In carryover business, two honorary degree nominations approved by the Committee, the Executive Board of the Faculty Senate, and the President during the 2006–07 academic year were (and will be) conferred during the 2007-08 year. The first, to John Pappajohn, Des Moines entrepreneur and philanthropist, was awarded at the December 2007 undergraduate commencement. The second, to Michael Crow, Arizona State University President and former Iowa State faculty member, will be awarded this May or August (there has been no publicity on this yet).

The Committee received two nominations of individuals to receive honorary degrees during the 2007–08 academic year:

Kenneth Quinn, President of the World Food Prize Foundation, former Ambassador to Cambodia — This nomination has been approved by all three levels. Ambassador Quinn will receive his degree and will give a commencement address in a forthcoming ceremony.

J. Dwayne McAninch, President and CEO, McAninch Corporation – This nomination has been approved by the Committee and by the Executive Board. I have not been notified that the President has approved it, but correspondence between him and me suggests that he will do so. An interesting aspect of this nomination is that Mr. McAninch has no undergraduate degree and most of the letters on his behalf suggested that he be awarded an honorary bachelor's degree. Several committee members agreed with this. However, the President and Provost preferred to award an honorary doctorate (the President's comment was that Bill Gates had no undergraduate degree but plenty of honorary doctorates!). Therefore the nomination that passed through the Committee and the Executive Board was for an honorary doctorate.

The Committee did not meet in person during the year, but instead conferred by e-mail. Seven of the eight responses to my request for votes on the two nominations that I sent to the other four committee members arrived back on the same day, and the eighth response arrived the next day.

It met once, on Friday, February 3, 2006. At that meeting it recommended that three nominations be forwarded to the Executive Committee of the Faculty Senate:

2007-2008 Faculty Senate Curriculum Committee Report

Committee Membership:

College of Agriculture and Life Sciences- Wade Miller

Business- William Terando

Design- Pam Iasevoli

Engineering- Stuart Birrell

Human Sciences- Carla Peterson

LAS- Rob Wallace

VET- Jared Danielson

GPSS- Jeremy Ziemer

GSB- Justin Knight

Chair- Jim Thompson

Ex-officios:

Provost Office- Dave Holger

Catalog Editor- Char Hulsebus

Registrar's Office- Diane Rupp

Graduate Student Office- Carolyn Payne

The committee has held thirteen meetings this academic year. Minutes are posted after approval on the committee's web site. The committee spent a majority of its time on new proposals, majors, minors, and certificates. After reviewing and many times requesting revisions or additions these were sent on to the Academic Affairs Council for review and action.

Through the rest of the semester and summer members will be working on preparations for the next catalog. This activity will consume most of the committee's time next fall semester.

Faculty Senate Curriculum Committee 2007-2008 Docket

Number	Title	Comments	Outcome	Status	Senate Approval
F07-1	Repeatable courses in Catalog	Fact finding	AccessPlus editing system should handle this now		
F07-2	Re-activation of Nuc E		Passed 9-13-07		
F07-3	Entrepreneurial Studies Minor	Changes through FSCC for next Catalog	Passed 9-13-07		
F07-4	Experimental Course UST 120X	SSSP Seminar	Approved 9-27-07 pending title change		
F07-5	Experimental Course C Dev 522X	Community Leadership and Capacity Building	Approved pending syllabus & new form. 9-27-07		
F07-6	Experimental Course C Dev 524X	Non-Profit Management in Community Development	Approved pending syllabus & new form. 9-27-07		
F07-7	Minor in Sport and Culture		Approved 10-18-07 Sent to Academic Affairs Council	To Academic Standards Committee 1-22-08 Approved & to EB	4-15-08
F07-8	International Perspective Credit for Veterans	Basic concept Refinement	Approved 10-18-07 Approved 11-1-07 Sent to AAC		
F07-9	Honors Seminar Proposals	Make credits consistent with University guidelines & do DIP	Approved 10-18-07		
F07-10	Anthropology 350X	Dual-list 550X	Approved 11-1-07		

07-11	Undergraduate Certificate in Occupational Safety	New certificate	Approved 11-15-07 Sent to AAC	ACC approved 2-7-08	4-15-08
F07-12	World Languages and Cultures Major proposal		Approved 11-15-07 Sent to AAC	AAC approved 2-7-08	3-25-08
F07-13	Degree in Entomology name change	To Insect Science	Approved 11-29-07 Sent to AAC	AAC approved 2-7-08	3-25-08
F07-14	Minor in Meat Science		Approved 11-29-07 Sent to AAC	ACC approved 2-7-08	4-15-08
F07-15	International Perspective Form Revision	Forms were revised	Revised forms will be used		
F07-16	B.S. program in Culinary Science		Approved pending investigation 11-29-07. May change name.	AAC approved 2-18-08. To EB	4-15-08
F07-17	Degree program in Biological Systems Engineering		Approved with recommendation to add more Biology in electives on 1-16-08	AAC approved 2-7-08 To EB	4-15-08

Number	Title	Comments	Outcome	Status	Senate Approval
Sp08-1	Discontinue VDPAM MS	Put in conventional form	Approved 1-30-08. To AAC	Waiting college vote	
Sp08-2	Music Technology Minor proposal		Approved to ACC 1-30-08	AAC approved 2-18-08. To EB	3-25-08
Sp08-3	Bioengineering Minor		Approved 2-14-08 to AAC	AAC approved 2-18-08. To EB	4-15-08
Sp08-4	Agriculture Education major name change	To Agriculture and Life Sciences Education	Approved 2-14-08	AAC approved 2-18-08. To EB	3-25-08
Sp08-5	Global Resource Systems (GRS) B.S.	New program	Approved 2-14-08 to AAC	AAC approved 2-18-08. To EB.	4-15-08
Sp08-6	Combination of Animal Ecology & Wildlife Biology to Wildlife Ecology		Approved 3-27-08. To AAC	AAC approved 4-14-08. To EB	
Sp08-7	Certificate in Community Leadership & Public service		Approved 3-27-08. To AAC	AAC approved 4-14-08. To EB	
Sp08-8	Undergraduate Nuclear Engineering Minor		Approved 3-27-08. To AAC	AAC approved 4-14-08. To EB	
Sp08-9	Biotechnology major	4-10-08 Returned for revision & supporting documents			
Sp08-10	US Diversity/International Perspectives Course Substitution or Waiver Request forms	New form	4-10-08 endorsed use of the new form		
Sp08-11	Request to Apply a Transfer Course to Satisfy US Diversity/International Perspective Requirement.	New form	4-10-08 endorsed use of the new form		

Annual Report
Faculty Spring Conference Committee
Clark Ford, Chair
April 22, 2008

The Faculty Spring Conference Committee membership consisted of the Caucus Chairs (Rob Wallace, Brian Mennecke, Teresa Pashke, Mike Owen, Dean Anderson, Mike Olson, and Jim Thompson) and Susan Carlson from the Provost Office. We met in May 2007 and several times in Fall. The date of the conference was constrained by President Geoffroy's and Provost Hoffman's schedules to the last weekend in March. We decided not to have the conference conclude on a Saturday as it had in the past, and instead to start it on a Thursday night, and have it continue all day on Friday ending with a reception Friday evening. The dates were thus set for Thursday March 27 and Friday March 28. Both the Memorial Union and Scheman Conference center were booked for those dates, so we chose to hold the conference at Gateway Conference Center. Attempts to hold the conference on campus at Howe Hall were unsuccessful due to lack of availability of the large lecture room during the day on Friday March 28.

Our committee's next task was to decide a theme for the conference. Brian Mennecke suggested research and this was quickly agreed upon. Susan Carlson wanted the Sesquicentennial honored, so our theme became "Research Excellence at ISU, Past, Present, and Future". Provost Hoffman suggested that she ask Arden Bement, Director of the National Science Foundation to speak on the future directions for research in Science and Engineering, and he agreed. We wanted a woman speaker on the topic of future research directions in the Arts and Humanities, and someone to speak on the history of research excellence at ISU. By October 2007, Arden Bement and Alan Marcus, historian and former ISU faculty member, had agreed to speak, as well as Provost Hoffman, speaking on "Improving the Research Environment at ISU" and President Geoffroy, speaking on "Vision for the future of Research at ISU". Unfortunately, it took until January to find our last speaker, Caroline Levander from Rice University to speak on "Future Directions for Research in Arts and Humanities".

We arranged for two discussion panels, one on the topic of improving the research environment at ISU, and the other on future research directions. The first panel was made up of Jim Bloedel, Tim Borich, John Brighton, Brenda Daly, Betsy Hoffman, and David Oliver, with Jack Girton moderating. The second panel, who each gave a 10-minute presentation about the future of research in their area, was made up of Diane Birt, Alex King, Balaji Narasimham, and Pat Schnable, with Sedahlia Crase moderating. They were joined by Arden Bement and Caroline Levander.

We also arranged for a poster session on Thursday night to highlight ISU research, primarily from the different research centers on campus, but also from some individual faculty. Rob Wallace took the lead in organizing the poster session which was very successful. Poster boards were rented from the Office of Biotechnology as well as from Gateway. Over 70 posters were submitted.

The committee worked well together in planning and execution of the conference. Rob Wallace and Brian Mennecke worked on the poster session, Teresa Pashke handled meals for the speakers after the conference, Dean Anderson arranged for publicity, and Mike Owen arranged transportation for the speakers to and from the airport. Susan Carlson gave welcoming remarks to convene the conference on Thursday night, and introduced the speaker, Alan Marcus. Sherri Angstrom in the Faculty Senate Office worked tirelessly producing the advertising, program, poster list, and handling registration and nametags before and during the conference, and coordinating the musical entertainment. The College of Engineering sponsored the reception during the poster session on Thursday night, the LAS College sponsored the string quartet at lunch on Friday, and the Office of the President sponsored the reception on Friday night.

The conference was excellent. Unfortunately, attendance was only about 70 faculty for each of the sessions, although over 100 signed up for the conference.

Recommendations for future conference committees:

- 1) Meet early to decide date, theme, and speakers. Invite speakers as early as possible. By October, many potential speakers were already booked for late March.
- 2) Consider having open attendance for faculty but with each department sending at least two representatives to the conference. Such representative attendance would facilitate dissemination of the ideas discussed at the conference, and help foster broader interest in the Faculty Senate.

CAUCUS REPORTS

Business Caucus 2007-2008 Report

Here are the activities in which our caucus has been involved during this academic year:

- Proposed revision to College and Department P&T voting procedures required by Faculty Handbook change.
 - COB faculty approved only because the Handbook disallowed our fully representative voting procedure.
- Reviewed Departmental Journal Lists
 - Internal college issue that has import for P&T and faculty evaluations.
- Draft of process to select COB Departmental PRS mediators was reviewed and implemented.
- Reviewed and discussed the need for College and Departmental Governance Documents.
- Administered evaluations of COB Administrators (Dean, Assoc Deans, and Chairs).
- Reviewed Faculty Development Plan for new faculty.
- Discussed and reviewed the new budget model and its implications for the college, faculty, and students.

Brian E. Mennecke
Associate Professor
College of Business
Iowa State University

College of Design Caucus 2007-08 Annual Report

Members of the College of Design Caucus

Teresa Paschke, chair, At-Large
Paul Anderson, At-Large
Marwan Gandour, Architecture
Michael Martin, Landscape Architecture
Francis Owusu, CRP
Chris Martin, Art & Design

Transparency was emphasized this year. Caucus members worked to keep faculty informed of important issues. Caucus members solicited input on various issues, specifically the NTE policy on hiring and reappointment, the NTER policy, and governance document compliance/oversight, and brought these ideas and concerns to caucus meetings and then to the Senate. The Caucus chair serves on college Liaison Council which meets monthly with the dean and elected representatives from each department. The chair reported Senate issues at each CoD faculty meeting and encouraged faculty participation.

Two new initiatives were developed this year:

- 1) Approval of Caucus to serve as CoD Governance Document Review Committee; Caucus is charged with bringing the college document into compliance with University policies. To this end, the Caucus has begun to address/update CoD Governance Document to comply with findings of the Gov Doc Task Force.
- 2) Caucus chair to serve on CoD Budget Committee; as a member of the College Liaison Council the Caucus chair serves on the college Budget Committee. The college Governance Document was changed to reflect this development.

The Caucus began discussion of Employment Verification and Background Check draft policy and is currently in the process soliciting input from faculty.

A new Caucus Chair was elected.

The 2008-09 College of Design Caucus members will include:

Paul Anderson, chair, At-Large
Gregory Palermo, Architecture
Michael Martin, Landscape Architecture
Francis Owusu, CRP
April Katz, Art & Design
Joe Muench, At-Large

**College of Agriculture and Life Sciences Caucus
Report 2007-2008
Mike Owen, Caucus Chair**

The academic year 2007-2008 was successful for the College of Agriculture and Life Sciences (CALs) Caucus. We met consistently throughout the year with the Dean and addressed a number of important topics (i.e. RMM). It is clear that the Dean appreciates and utilizes the CALs Caucus and factors our recommendations into the decisions she makes. We enjoy an access to the Dean and an opportunity to interact that is not typical at Iowa State University and the CALs Caucus is appreciative of the Dean's willingness to embrace the tenants of Faculty Governance. The CALs Caucus has responded in a timely fashion to ensure that we are represented on all committees and councils.