

**IOWA STATE UNIVERSITY FACULTY SENATE  
FACULTY SENATE MEETING MINUTES**

Attendance: Alekel, L.; Anderson, P.; Babcock, B.; Bailey, T.; Baldwin, C.; Beetham, J.; Bracha, V.; Braun, E.; Butler, L.; Cai, Y.; Carter-Lewis, D.; Chacko, T.; Cooper, E.; Courteau, J.; Crase, S.; Dark, R.; Engler, M.; Girton, J.; Gregorac, R.; Grudens-Schuck, N.; Haynes, J.; Heising, C.; Hoffman, P.; Jolls, K.; Laanan, F.S; Larson, S.; Madon, S.; Mansbach, R.; Martin, C.; Mayfield, J.; Mitra, A.; Murdoch, A.; Nutter, F.; Olsen, M.; Palermo, G.; Phye, G.; Porter, M.; Post, C.; Robinson, B.; Rosenbusch, R.; Roskey, C.; Russell, D.; Sadosky, L.; Selby, M.; Sundararajan, S.; Thompson, J.; Tim, S.; Townsend, A.; Trahanovsky, W.; van Leeuwen, H.; Vrchota, D.; Wallace, R.; Wong, J.; Woodman, B.; Zanish-Belcher, T.

Absent: Agarwal, S.; Bado-Fralick, N.; Bradbury, S.; Chen, M.; Day, T.; Fiore, A.M.; Hargrove, M.; Kline, K.; Kurtenbach, J.; Mack, B.; Manu, A.; Mennecke, B.; Owen, M.; Paschke, T.; Rule, L.; Russell, S.; Sawyer, J.; Stone, R.; Thacker, E.; Yang, B.

Substitutes: K. Kruempel for M. Chang; P. Vranas for C. Fehr; C. Cardinal-Pett for M. Ghandour; P. Pedersen for M. Owen; M. Hall for J. Pruetz; B. Wilsey for A. Van Der Valk; L. Stephens for A.M. VanDerZanden

Guests: B. Allen (Provost); S. Carlson (Provost's Office); D. Holger (Provost's Office); S. Freeman, S. (Chair, P & T Task Force); M. Porter (Parliamentarian); W. Dillon (Ames Tribune)

**I. Call to Order – 3:30 p.m.**  
**A. Seating of Substitute Senators**

The meeting was called to order and the substitute Senators were seated.

**II. Consent Agenda – 3:32 p.m.**  
**A. Minutes of Faculty Senate, January 10, 2006 - [S05/M/6]**  
**B. Agenda for February 14, 2006 – [S05/A/7]**  
**C. Calendar – [S05/C/7]**

Palermo moved, Wallace seconded, and the consent agenda (with amended minutes) was approved.

**III. Announcements and Remarks – 3:35 p.m.**  
**A. Faculty Senate President**

President Baldwin made the following announcements:

The General Faculty has approved changes to the Constitution (S05-12). President Geoffroy has given his approval and has submitted it to the Board of Regents.

Elections for the At-Large Senators are complete. Results:  
College of Design: Paul Anderson, Landscape Architecture

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College of Human Sciences:

Dean Anderson, Health and Human Performance

Suzanne Hendrich, Food Science and Human Nutrition

College of Liberal Arts and Sciences:

Susan Cross, Psychology

Sidner Larson, English

Peter Vranas, Philosophy and Religious Studies

Joel Geske, Greenlee School of Journalism

College of Veterinary Medicine

Eileen Thacker

Denise Vrchota has agreed to chair a Task Force on Non-tenure Eligible Faculty doing faculty work other than teaching.

Upcoming Speakers: Jamie Pollard on Athletics, March 28; President Geoffroy, April 11; Paula Morrow, April 25

March 2: P & S Council passed motion regarding Presidential Search Committees.

Baldwin also distributed discussion rules for the Senate meeting.

#### **B. Faculty Senate President-Elect**

President-Elect Palermo had no announcements.

#### **B. Provost**

Provost Allen had no announcements.

#### **V. Special Presentation: Dianne Bystrom, Director Carrie Chapman Catt Center – 3:50 p.m.**

Bystrom spoke about the Women's Leadership Consortium, which brings together the leaders of women's programs on campus. The membership includes representatives from the Carrie Chapman Catt Center for Women and Politics, Women's Studies, the YWCA, Thielen Student Health Center, University Committee on Women, the President's Committee on Diversity and Human Resources, Child Care Resources, the Faculty Senate Committee on Women and Minorities, the University Lectures Program, the Department of Public Safety - Sexual Assault Response Team (SART), the Margaret Sloss Women's Center, the Athletic Department, the Archives of Women in Science and Engineering, and the Program for Women in Science and Engineering

Current WLC projects include reviving the administrative internship program, creating programming dedicated to women's leadership, distributing grants through the women's enrichment fund, and sponsoring an annual leadership program (April 28, 2006)

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**IV. Special Presentation: Jessica Lecy, Veishea Co-Chair – 3:45 p.m.**

The VEISHEA Co-Chairs (Jessica Lecy and Eric Peterson) discussed their plans and events for the upcoming festival. They hope to showcase academics at ISU.

The website of calendar events is available at:

<http://www.veishea.iastate.edu/index.php?page=calendar>

**VI. Special Order: Election of Council Chairs and Secretary – 3:55 p.m.**

Ballots were distributed for the elections and each candidate spoke about their qualifications. (Tellers distributed ballots)

- Secretary: Nancy Grudens-Schuck—Agricultural Education and Studies
- Academic Affairs Council: Suzanne Hendrich—Food Science and Human Nutrition
- Faculty Development and Administrative Relations Council: Tony Townsend—LOMIS
- Governance Council: Max Porter—Civil, Construction, and Environmental Engineering
- Judiciary and Appeals Council: Steve Freeman—Agricultural and Biosystems Engineering
- Resource Policies and Allocations Council: Jack Girton, BBMB

Palermo moved to close the nominations, and the Senate passed this motion.

Beetham (a teller) asked if candidates are still elected if the vote is no. Porter confirmed that the candidates do need to have a majority vote for each slot.

Baldwin again went over the discussion rules:

- Using microphones
- Identify yourself
- Limit comments to 2 minutes
- Senators speak first
- Other faculty may speak afterwards
- Everyone should have the opportunity to speak

**VII. Old Business (for decision) – 4:00 p.m.**

**A. Resolution on University Presidential Searches – [S05-16 Revised]**

*As revised, 2/28*

The Board of Regents is responsible to the people of Iowa for hiring the presidents of the three Regents universities: UNI, SUI and ISU. These universities with their collective missions to provide post-secondary and graduate education, to provide top-flight research and to advance economic development are also responsible to the people of Iowa. Jointly, university representatives and the Regents have effectively searched for, and selected leaders of the Regents

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institutions that have had the support and respect of the Regents, the university communities, and the people of Iowa.

*Whereas*, since 1981, the process of using university-based broadly representative membership for search committees led by members of the General Faculty with final decision authority resting with the Regents has led to important and successful leadership choices of the Regents' universities, *be it resolved that*:

- 1) Presidential search committees shall be broadly representative of members of the university community: including faculty, administrators, students, alumni and staff.
- 2) The Regents shall include sufficient numbers of General Faculty who do not hold university administrative posts on the search committees for presidents so that they shall constitute a significant voting share of the voice with respect to recruiting, evaluating, determining the list of finalists, and recommending the acceptable candidates to the Regent's for their consideration. Collectively, members of the General Faculty (including those who may hold administrative posts) shall be a majority of the membership of the search committee.
- 3) The chair of the search committee shall be a member of the General Faculty.
- 4) The ISU Faculty Senate supports the endeavors of the faculties of SUI and UNI to ensure university-based broadly representative presidential selection processes with direct faculty involvement in the search, screening and recommendation process.

Girton moved, Dark seconded, and the motion passed unanimously.

**B. Change in Bylaws regarding RPA Council – [S05-17 Revised]**

Girton presented the change in bylaws.

Article VI, Section 6. Council on University Resource Policies and Allocations

A. Charge: Develops and maintains a system for shared governance to ensure communication between faculty and administration in relation to resource policies and allocations; advances proposals consistent with Faculty Senate initiatives and priorities; recommends initiatives to the senate pertaining to resource policies and allocations; works with the university president and other administrators to implement approved policies. Serves as the provost's advisory committee on budget and planning. Reviews issues related to budget policy and budget formation, and makes recommendations on issues of budget and planning to the Provost.

B. Committees of the Council on University Resource Policies and Allocations

1. Committee on Research Planning and Policy

- a. Charge: Reviews issues of long term and short term importance to the ISU research efforts. Serves as the advisory committee to the Vice Provost for Research, and prepares reports and recommendations on items of importance to the faculty and/or

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the Vice Provost for Research. The chair also serves on the Research Council (formerly CURIA).

- b. Membership--Voting: One member from each College. Membership – Non-voting, ex-officio member: the vice-provost for research.
- c. Term of Office: Committee members will be appointed for a three-year term, renewable for a maximum of six years.

2. Committee on Faculty Welfare and Benefits

- a. Charge: Oversees current policies and develops new ones concerning the insurance, benefits, and general welfare of all faculty.
- b. Membership – Voting: An attempt will be made to make the committee representative of the broad diversity of the faculty. A representative of the university benefits committee will be a voting member of this committee.

Membership: Non-voting, ex-officio members will include representatives of the offices of the provost and vice president of business and finance.

- c. Term of Office: Committee members will be appointed for a three year term, renewable for a maximum of six years.

3. Committee on Business and Finance

- a. Charge: Reviews issues of business, finance, and university infrastructure. Serves as the faculty advisory committee to the Vice President for Business and Finance. Prepares reports and recommendations for the Senate and for the Vice President for Business and Finance.
- b. Membership—Voting: Chair plus four members.  
Non-voting, ex-officio member: the Vice president for Business and Finance.
- c. Term of Office: Committee members will be appointed for a three year term, renewable for a maximum of six years.

4. Committee on Information Technology

- a. Charge: represent faculty interests regarding IT; coordinate information of standing and ad hoc IT committees; address IT issues and policies of importance to the faculty and administration; serve in an advisory capacity to the CIO.
- b. Membership--Voting: The voting members of the committee will be a chair and one representative from each college and from the library; in addition, not more than three members from the general faculty who have expertise in IT matters will be appointed by the Faculty Senate President.

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Nonvoting: Non-voting ex-officio members will be the CIO.

Babcock asked about making recommendations to the Provost in regards to budget. It appears that previously this was a liaison. Is this a change in mission?

Girton responded that the Provost wanted to have an official faculty voice advising him. But the RPA also serves as an “official” council representing issues from the Faculty Senate. The RPA provides additional advice, in addition to the other sources for the Provost, such as the President and Dean. He is open to advice from the Senate.

Courteau asked about membership, will these be Senate representatives?

Girton responded yes.

Palermo also responded to the changing mission question. He feels this falls under the auspices of shared governance. It is important to institutionalize these.

The RPA moved that the Senate accept the changes, Heising seconded, and the Senate approved the motion.

**C. Discontinue UG major in Studies in family and Consumer Sciences – [S05-20]**

The Academic Affairs Council moved to discontinue the major, and the Senate approved the motion.

**D. Name change for a MS and PhD in Industrial Education and Technology to Industrial and Agricultural Technology – [S05-21]**

The Academic Affairs Council moved to accept the name change, the Senate approved the motion.

**E. Double Voting – [S05-18 Revised]**

Freeman again spoke on behalf of the Promotion and Tenure Task Force and presented significant revised changes in the document from the last Senate meeting:

**Rationale:**

To avoid undue or unfair influence in promotion and/or tenure (P&T) decisions, P&T procedures should ensure that individuals involved in the process provide input only once for any single candidate. The following policies are proposed to implement this guiding principle of “one-person—one-vote”.

**Proposed policy to prohibit multiple voting:**

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In order to avoid undue or unfair influence in P&T decisions, P&T procedures must ensure that the guiding principle of “one-person—one-vote” is complied with. For the purposes of this policy a vote, or the equivalent of a vote, is defined as a vote or advice on the specific question of whether or not a candidate should receive tenure and/or promotion. Votes or advice concerning the process or readiness of a portfolio are not in violation of this policy. For example, advice to a candidate on how to improve their portfolio or advice to the department about the completeness of the portfolio or advice to an associate professor about the timing of a promotion application, etc. are process issues not P&T decision issues. Specifically, under this policy: 1) if a faculty member votes on a P&T decision as a member of a departmental P&T committee, that faculty member may not vote again on the same decision at the departmental, college, or other levels. 2) If a faculty member votes in a P&T decision at the departmental level, that faculty member may not vote again on the decision at the college or other levels. 3) Since the chair of the department independently evaluates P&T decisions, he or she may not also vote on the decision at the departmental faculty, college, or other levels. 4) Administrators participating in a P&T decision can only participate at one level and are allowed to vote only once on the decision.

#### **Proposed policy about undue influence:**

In order to promote accountability and avoid undue influence in P&T decisions, advice by advisory committees on whether or not a candidate should receive promotion and/or tenure at any level (departmental, college, and higher) must be considered a vote or the equivalent of a vote, and thus should be the advisory committee members' only opportunity for input in a P&T decision. Therefore, a faculty member participating in a P&T advisory committee at any level (and thus voting or providing the equivalent of a vote) may not vote or participate again at any other level on the P&T decision for that candidate.

#### **Proposed policy on departmental P&T procedures:**

As long as the guiding principle of “one-person—one-vote” is adhered to, faculty may determine procedures for complying with this principle at the departmental level. The following examples illustrate the variety of forms in which this guiding principle may be implemented. These examples are not an all inclusive list, but rather a sample of the variety of ways in which faculty may choose to govern their P&T process.

1. A department may choose to have members of the departmental P&T committee vote on the candidate. The recommendation of the P&T committee goes forward to the department as a whole. Only eligible faculty members who were not part of the P&T committee are permitted to vote on the candidate representing the department vote. These two votes are then combined into a single tally representing the department faculty's decision. Thus, each faculty member's vote counts equally and no faculty member votes more than once.
2. A department may choose to make P&T decisions as a committee of the whole and have the department P&T committee consist of all eligible faculty members. Thus, no faculty member votes more than once.

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3. A department may choose to have the P&T committee assist the candidate in preparation of the portfolio and then present the case to the voting faculty without taking a vote or providing a recommendation (the equivalent of a vote). All eligible faculty (including the P&T committee) then vote at the departmental level. Thus, no faculty member votes more than once.
4. A department may choose to elect a P&T committee to represent the department faculty. In this case, only the P&T committee members vote on the candidate's advancement. While not all eligible faculty vote, they did elect their representatives to vote for them. Thus, no faculty member votes more than once.

### **Proposed policy about faculty voting at college or higher levels:**

Administrative faculty members should cast their one vote in a given P&T decision at the appropriate administrative level. A non-administrative faculty member's one vote in a P&T decision about a member from their own department should be cast at the departmental level (as a member of a P&T committee or as part of the department faculty), not at the college or higher levels. Not all departments are equally represented on college or higher level P&T committees. Thus, to avoid undue influence, only faculty who are members of departments other than that of the P&T candidate may vote in P&T decisions at these levels.

Robinson asked the Provost about the status of a small committee being involved with overseeing the case. They may not be technically voting, but will vote with the wider department.

Provost Allen responded: that is currently the policy.

Rosenbusch: Is this new policy and where will it reside, or best practices?

Freeman responded that this will be a change in the faculty handbook, but best practices will also be included.

Babcock—if the small P & T committee writes a negative review, would this be considered a vote?

If the subcommittee makes a recommendation, this is the equivalent of a vote.

Courteau stated that she is pleased with the results.

Madon feels this disallows P & T committee to vote at the larger department level. She understands the principle behind this policy, but feels that this proposed policy ignores other undue influences. The smaller committee votes should be allowed to resurface. Feels the examples are not binding.



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Freeman responded:

He understands the issues that have been raised, and pointed out that this the scenario described would include all the votes. The Task Force does not want to micromanage the departments' procedures.

Sadovsky:

He does endorse the spirit of the multiple voting issue and appreciates the Task Force's work and responsiveness to the suggestions. But his complaints are similar to the issues raised by Senator Madon. He believes that the purpose is to remove undue influence. He also pointed out that our democratic elections do often include multiple votes (i.e. the U.S. Senate/Judiciary Committee voting on judicial candidates). He feels this is completely unfair to smaller departments.

Roskey:

She pointed out that small groups do not have to make recommendations.

Brown feels if the committee does not make a recommendation, will cripple the cases.

Madon feels that the departments will still continue their procedures and will not change. She does not feel the policy has taken a strong stand.

Palermo: The College of Design complies with this policy already. Feels since this is one policy standing alone, and could result in further motions standing alone. Would like to see a collection of policies.

Freeman responded. The next recommendations the Task Force will be working on include:

- Clarification on definitions related to scholarship of teaching
- Peer evaluation of teaching
- PRS development and the annual review
- Advice on feedback

Porter commented that President Geoffroy is concerned over policies over multiple voting, he recommends passing this motion.

Heising also recommended passage of the motion. We need to take action now.

Courteau remarked that we could be dealing with litigation and lawsuits, it is very important to have one vote.

Sadovsky stated that we have tenure to protect our scholarship. He feels this is the first step towards the Faculty Senate micromanaging at the department level.

Girton moved, Courteau seconded and the motion passed.

## **F. External Review Letters – [S05-19 Revised]**

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Freeman presented the new document (which includes the previous policy). Anything marked policy would be changes in the Faculty Handbook.

Townsend: feels candidates should be able to reject reviewers without penalty or explanation and suggested language.

Freeman responded—the Task Force did discuss this, and determined that this gives the candidate undue influence. Is there a conflict of interest? Tell the Department.

Carter-Lewis:

Content of external letters: would like to have the reviewer's opinions on the bigger issues because of valuing wisdom and judgment. He feels this policy hobbles the reviewers and would weaken the process.

Freeman commented: we cannot control what a reviewer is going to write, recommendation of what is asked of the reviewer when solicited. Reviewers may not even look at the P & T policy, or understand the culture at ISU.

Townsend: strongly urge we reject this motion.

Freeman: In the current policy, faculty are at a disadvantage. With the revised policy, they are equal in terms of submitting reviewer names.

Girton moved, Martin seconded, and the Senate passed the motion. A hand count was conducted, and the final vote was 34 to 22.

## **VIII. New Business (introduction and discussion) – 4:50 p.m.**

### **A. Deletion of 2<sup>nd</sup> Major in Pest Management – [S05-22]**

On behalf of the Academic Affairs Council, Roskey introduced the proposed deletion of the second major in Pest Management (on behalf of the College of Agriculture). There are no or few students in secondary majors and the Council supports the discontinuation.

## **IX. Good of the Order – 4:55 p.m.**

## **X. Adjournment—5:00 p.m.**

The meeting was adjourned at 5:00 p.m.