Members Attending: Ruth MacDonald, Bob Bosselman, Russ Laczniak, Barbara Ching, Maynard Hogberg, Guru Rao, Ingrid Lilligren, Steve Mickelson, Mike Wannemuehler, Veronica Dark, Dawn Bratsch-Prince

Members Absent: Carolyn Cutrona, Christine King, Ken Koehler, Jonathan Wickert

Guests: Mack Shelley, Tera Jordan, Malika Jeffries-El, Mathilda Tuuli, George Micalone

Meeting called to order 8:15 am

I. Move to accept minutes from 4-17-2013 made by Hogberg, seconded by Bosselman, unanimously approved.

II. University Committee updates:
   - Barbara Ching has agreed to serve on the Provost Budget Advisory to replace Ken Koehler
   - CUE has been working over the summer and more information will be forthcoming
   - Dark asked if IT Services Advisory was working with the LEARN taskforce (Learning Ecosystem Assessment and Review – led by Ralph Napolitano and Jim Tweeten [http://learn.provost.iastate.edu/]) – Rao was not aware of that. Possibly will invite LEARN leaders to a future meeting. (Tweeten provided this statement about the role of LEARN to MacDonald after the meeting: In short, this is the outcome of a process started last year to determine the efficacy of some of our electronic systems (Blackboard, Panopto, etc.). As we discussed informally with faculty, their interest was logically more about the entire learning ecosystem – they wanted to discuss the overall set of tools needed to effectively teach, whether that be Blackboard or how classrooms are set up and equipped on campus. So after some winter time dialog with an ad hoc faculty committee, funding was identified and the provost blessed the process. So far, the consultants retained for the project have met with key administrators and with all Deans, but the larger engagement with faculty has not yet begun.
   - Discussion about whether IT was adequately funded and staffed for current needs – what plans are being made for moving programs to cloud-based technology – how graduate/professional students are served for IT needs - may be topic for future CC meeting (invite Jim Davis).

III. Provost Update (Bratsch-Prince):
   - Note about upcoming Campus Lecture on academic freedom – Sept 30 at 8:00 pm location TBD – chairs and faculty are encouraged to attend.
   - Introduction of Mack Shelley and his role as a Faculty Fellow in the SVPP office to address Department Chair Professional Development. Goal is to strengthen effectiveness of chairs through providing training and information. See handout for details of the 5 programs that will be launched this year. Discussion about the need to make the workshops mandatory, or whether there would be consequences for not attending – goal is to reach all chairs, may be discussion with Deans if repeated lack of participation is observed. Discussion about ensuring topics are not repetitive to college training/meetings – there is diversity amongst colleges in how well they provide information, so there is need to be comprehensive. Discussion about whether any time of outcome assessment of effectiveness of the trainings will be attempted. Suggestion to include more case studies – perhaps provided in advance – so that the meetings can be more interactive and engage discussion.
   - Office of Equal Opportunity, Robinette Kelly, is working on on-line training for faculty, staff and students – this will be required – will be rolled out soon.
   - President’s High Impact Hiring Initiative was discussed briefly – see handout. The goal is to make these be additional faculty hires that address the President’s goals for ISU, this includes key research areas and online learning. Expectation is for colleges to match funds for the hires. Discussion about how startup funds will be provided – colleges will contribute. Discussion about how space limitations may impact the success of this program – also the issue of spousal accommodations.
IV. Black Faculty and Staff Association presentation: Jordan, Jeffries-El, Tuulid

The BFSA has a long history at ISU, currently the group has become more active (see handout). Their mission is to provide social interactions, mentoring, and professional development for ISU faculty and staff. They hold events throughout the year, (including a block party this afternoon) that all are welcome to attend. The group is available to assist with recruitment of faculty to campus and are willing to meet with candidates during interviews. These meetings have proven to be very effective in making candidates feel welcome at ISU and to have a good understanding of the campus, Ames and Iowa. Meetings can be arranged as needed since it may be hard to know the minority status of a candidate and/or spouse.

There is also the Black Graduate Student Association which can be an asset for recruiting students, and the Latino Association and the LGBT Association which can be of assistance.

V. Special presentation – George Micalone, Program Coordinator for Student Clubs and Organizations on the Student Organization Recognition Policy:

Provided update on the recently released document (see handout) that is required for student groups to submit if a department is sponsoring the organization. The form is available online. The form needs to be submitted only once, unless the status of the club/organization changes.

Provided discussion about a draft proposal (see handout) that outlines the expectations for club/organization advisors - which they may be required to sign. There was much discussion about how this was developed and who had input. The faculty senate had not been made aware that this was in discussion. The driver seems to be legal counsel. There was some discussion that these expectations have been in the handbook for years, but without the formality of signature. The document is in draft form and suggestions and further discussion seems warranted.

VI. Faculty Senate Update (Dark):

Main topic for the year will be the Professional Responsibility Statement (PRS) for faculty. While we have used PRS for many years, faculty have not been engaged in defining the structure or the content. With increased focus on using PRS as the guide for annual reviews, tenure and promotion and post-tenure review the impact of the PRS has become significant. The goal is to gather examples of PRS widely, examine the types of information and structures and then provide recommendations of best practice or defined guidance for the faculty handbook. The gathering of PRS may be done via faculty senators reaching out to department chairs.

VII. New Business:

Discussion of topics for future meetings – goal is to use time to bring important topics/concerns to the Provost and to engage key university leaders in discussion of issues that affect departments.

Suggested topics include:

- IT capacity and support
- Salary compression
- Human Resources
- Spousal accommodation issues – Bratsch-Prince agreed to provide information at the September meeting
- Deferred maintenance – how FP&M charges dept
- Insurance issues – liability by departments

Other ideas are welcome!

Meeting adjourned 9:40 am