

DRAKE UNIVERSITY
Minutes of the Faculty Senate meeting

March 15, 2000

The regular meeting of the 1999-00 Faculty Senate was called to order by Dan Spencer at 3:30 p.m. The following Senators were present for all or part of the meeting: Berry, Cairns, Gillespie, Hariman, Honts, McCrickerd, Petersen, Phillips, Pomeroy, Romig, Schneider, Spencer, Stratton, Strentz, Torgerson, Walker, Wright

Absent: Brady, Parsa, Simpson, Sisk

Minutes of the Previous Meeting:

Upon proper motion and second, the minutes of the March 1st special meeting were approved.

Report from President Maxwell:

- An every other week Program Review Coordinating Meeting has been set up with President Maxwell, Barbara Decker, Provost Hoag, Dan Spencer, Vicki Payseur and Sue Wright. This is part of the ongoing communication effort during the Program Review process.
- The search committee for the two vice president level positions continues. There are various candidates' lists being reviewed. An Athletic Director Search Committee will be established soon with the expectation that the position will be filled by mid-summer 2000. An outside search firm will not be hired to assist in the process.
- A discussion will begin in the joint Cabinet/Deans meetings concerning strategies for Drake to become more of a presence in the Des Moines higher education market. President Maxwell stated that there needs to be a workable strategy set into place soon.

Report from Interim Provost Hoag:

- There was an Information Technology consultant on campus last week whose report will help with the Task Force's planning exercise. Provost Hoag looked forward to having faculty input on this topic.
- A process for Academic Charter and Faculty Manual Review will begin yet this semester in the Provost's office and with President Spencer's assistance a plan will be put into place to have this done along the same relative timeline as the Program Review.

Report from President Spencer:

- Using the overhead projector, President Spencer displayed the Program Review Structure and reviewed with the assembly the status of the Program Review process. He reiterated that the Administrative (Non-Academic) Program Review Steering Committee would be making their recommendations to the President. The data-gathering packet is expected to be available soon.
- The Review and Priorities Advisory Committee (RPAC) nominations are almost complete. There will be an election in early April.
- President Spencer outlined the newly modified Academic Review reporting timeline. The new target deadline for materials to be submitted to the Provost is May 18, 2000.

- Sue Wright presented a summary of work currently happening in the Academic Program Steering Committee. She indicated that areas are being defined as programs or as components of another program. The committee continues to work through the six Criteria areas of their charge. She commented that the group is working well together and they continually think of their own areas and the University as a whole.

Senator Strentz asked of President Maxwell and/or Provost Hoag if any criteria seem to be missing or give them concern. Provost Hoag responded that he has been a part of the discussions and continually brings forward a message of making the definitions useful to the reader. Some other questions were asked concerning the criteria, which were fielded by Sue Wright.

Unfinished Business:

Senator Phillips moved and Walker seconded motion **00-09**:

*amend Senate motion 00-08, section b paragraph one
Membership and Selection Process for the Review and Priorities Advisory Committee*

Senator Phillips explained the wording addition (and Faculty of Instruction who normally vote in Senate elections) would allow for inclusion in the voting process the long term faculty who are not tenured nor tenure track but who have a high degree of experience and commitment to Drake. The number of faculty this would include, especially from the Pharmacy & Health Sciences College, would be approximately 20. A friendly amendment to the sentence structure was offered and accepted.

The motion as amended passed.

b) Selection Process

The faculty members shall be selected through a process of nomination and election. Each college, school, or division shall nominate a minimum of two and maximum of five candidates from within that college, school, or division. The dean shall verify the willingness of each candidate to serve on the Committee prior to forwarding the names to the President of the Faculty Senate no later than March 15, 2000. Diversity within the candidate pool is strongly encouraged. Candidates whose name appears on the ballot will be asked to furnish no later than March 27, 2000, a one-paragraph statement of introduction that describes what perspectives they would bring to the Committee and what contributions they would make to the process. Election of the Committee shall take place in the first week of April 2000. *All Faculty of Instruction who are normally eligible to vote in Senate elections may vote for one candidate in each of the nine divisions represented on the ballot.* The chair of the committee will be appointed by the Faculty Senate Executive Committee.

New Business:

Senator Berry moved and McCrickerd seconded **Motion 00-10**:

Adopt the EPI report on the Student Senate motion AA-111199-C concerning Mid-semester feedback

Renaes Chesnut, EPI Chair, explained the process, which the committee had followed, and their student interactions concerning this issue. There was a lengthy discussion of the Student Senate motion's intent versus the concerns raised in the EPI report. Senator Hariman noted that he did not consider the report to present really strong reasons for not accepting the student senate request. Senator Schneider was concerned that problems exist between faculty and students, which this procedure would not fully address. He and others expressed interest in faculty listening to student concerns. Several senators gave examples of feedback mechanisms, which they currently use or have used in their courses.

Senator Berry noted that approval of this motion would vote down the Student Senate motion but would not preclude that group from presenting another motion on the same issue. Senator Hariman and others spoke against any wording which would mandate mid-semester feedback mechanisms.

Hariman moved and Torgerson seconded to send the motion back to EPI. EPI would be asked to meet again with students and express the Faculty Senate's support for mid-semester feedback. The Senate would not support mandating language, would support the word 'encourage', and would be interested in knowing if there is an underlying issue.

The motion to refer to committee passed.

Senator Stratton moved and Berry seconded **Motion 00-11**:

Amend the Faculty Manual/Faculty Senate committee listing description and committee membership information of the Animal Care and Use Committee to current Public Health Service Guidelines

Senator Stratton, Chair of the Animal Care Subcommittee, gave some background information on this group, which has not changed much in over 20 years. There is a Federal Assurance form, which Drake is required to file in order to continue to receive research monies. This Assurance form is good for five years and outlines many of the committee membership minimums.

There was a friendly amendment offered and accepted to alter the wording in the second to last sentence to include "from Faculty or Staff" and include after Vivarian "(caretaker)".

5.12 INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

The Institutional Animal Care and Use Committee (IACUC) reports to the Educational Policies and Issues Committee and is responsible, through experience and expertise of its members, to oversee the institution's animal program, facilities and procedures.

The IACUC consists of at least seven members. The membership will include at least three Drake faculty members actively involved in animal use for research or teaching. The Chair will be a faculty member appointed by the Faculty Senate Executive Committee. The committee will also include one member not affiliated with the institution in any way other than as a member of the IACUC. This person will not be a member of the immediate family of a person who is affiliated and is expected to represent general community interests in the proper care and use of animals and should not be a laboratory animal user. Also included will be one member *from the Faculty or Staff* from a non-scientific area, one Doctor of Veterinary Medicine and the Drake University Animal Vivarian (*caretaker*). The Veterinarian and Vivarian are permanent members of the committee, and the others are appointed to staggered two-year terms.

The motion passed.

On proper motion and second the meeting closed at 4:55 p.m.

Submitted by Nancy Geiger