

University Faculty Senate Minutes
OCTOBER 28, 2024, Online Zoom meeting

Please note that a complete audio recording of this senate meeting is available at [UNI Scholarworks](#). The timestamps noted throughout these minutes refer to that recording.

**Meetings are open and any faculty member may attend.
If you wish to attend, email a member of Senate leadership for the Zoom link.**

Senators in attendance:

Kenneth Elgersma (Chair), Alexa Clements (Vice-Chair), Melissa Dobosh (Faculty Chair, Past Senate Chair), Randall Harlow (Parliamentarian), Nick Bailey, Megan Balong, Erika Bass, Andy Berns, Cathi Bowler, Karen Breitbart, Ronnie Chen, Rebecca Dickinson, Tim Dooley, Evette Edmister, Scott Giese, Melanie Hill, Mark Hecimovich, Charles Holcombe, Sherry Petty (alternate), Julie Kang, Syed Kirmani, Alexandra (Ana) Kogle, Reza Lahroodi, Matthew Makarios, Dayna Miller, Susan Moore, John Preston, Shelley Price-Williams, Mohammed Rawwas, Jimmy Reyes, Karla Steege Justice, Ali Tabei

(Fifty percent quorum met, with 30/32 voting senators present; the Faculty Chair is non-voting, as provided in the Faculty Constitution, and the Senate Chair votes only in case of a tie.)

Call to Order at 3:30 PM [timestamp 0:00:00]

Call for Press Identification: *None present*

Introduction of Guests

Regular Guests: Mark Nook, José Herrera, Chris Martin, Lizbeth Montalvo (NISG President).

Other Guests: Marty Mark (Information Technology), Jennifer McNabb (Department Head of History), Michael Hager (Finance and Operations), Benjamin Forsyth (COE Associate Dean), Deirdre Heistad (Provost's Office), Kimberly Baker (Committee on Academic Program Review), Karen Cunningham (Graduate Curriculum Committee), Oksana Grybovych Hafermann

Courtesy Announcements

Comments from President Nook [timestamp 00:01:00]

President Nook thanked everyone for their support of Homecoming Week. He commented that the presentations by Laura Jackson, Scott Peters and Jennifer McNabb were well received. He commented that Wednesday, November 6, the Board of Regents will be hosted on campus and the meeting will be held in the Union.

Comments from Provost Herrera [timestamp 00:03:17]

Provost Herrera reported that freshmen applications are up about 5.8%. He thinks that another 8 faculty lines will be made available in November. One of these positions is for a director for the Center for Civic Education.

Comments from Faculty Chair Dobosh [timestamp 00:05:27]

Chair Dobosh thanked attendees of the Fall Faculty Meeting. She also provided an update on the charge for a committee to explore whether Construction Management should be housed in CHAS or the College of Business. This charge will be forthcoming, pending Board approval, in the next few weeks.

Comments from United Faculty President Martin [timestamp 00:06:23]

President Martin reported that 98.3% of UNI voting faculty supported United Faculty. Contract negotiations for the contract starting in July 2025 will begin in January.

Comments from NISG President Montalvo [timestamp 00:07:51]

President Montalvo provided updates on the upcoming Board of Regent meeting at UNI. She commented that some plans may be impacted by election day, but NISG hope to host questions to the Board, student presentations on NISG led initiatives including Textbook Equity and Green Dot and Metro Product Initiative.

President Montalvo reported that NISG allocated \$50,000 to fund five student organizations that had previously received funding from the CME Office. These organizations are Asian Student Union, African Student Union, Black Student Union, UNIDOS, and UNI Proud. This money was allocated per NISG guidelines, and any additional money becomes part of NISG's non-allocated funds that are available to all student organizations. An additional \$5,000 was set aside for the Multicultural Council that will be launched shortly, which will support collaborations between student organizations and programming that had been hosted by CME. President Montalvo reported that this work will continue into next semester.

Comments from Senate Chair Elgersma [timestamp 00:11:31]

Chair Elgersma thanked the Provost Office on behalf of Faculty Senate for working with the senate to create a committee that will incorporate faculty and administrative input to make a recommendation regarding where Construction Management should be housed. He highlighted this as an example of shared governance success and commented that shared governance comes with responsibility for faculty to represent the best interests of the university.

Minutes for Approval [timestamp 00:12:47]

Minutes from September 23, 2024

Minutes from September 30, 2024

Motion to bundle the two sets of minutes for approval

MOTION: Berns, Kogl (27 yes /0 no /0 abstentions) *minutes approved without amendment*

Consultations:

1615 [Consultation: UNI Works updates](#) [timestamp 00:13:57]

**Note- The slides used in this consultation were made available to senators. I included the timestamps with the title of each slide to indicate when discussion of the slide occurred during the presentation. -Alexa Clements*

Slide 1: UNI Works Update [timestamp 00:14:19]*

Michael Hager and Marty Mark presented the Faculty Senate with an update on UNI Works.

Slide 2: UNI Works Base System Functionality [timestamp 00:14:50]

UNI Works replaced eBusiness, an Oracle based system. Hager commented that the team worked to keep the accounting streams the same where possible to ease the transition to the UNI Works system.

Slide 3: UNI Works Related Initiatives [timestamp 00:15:56]

Mark commented that in the over-20-year use of the Oracle eBusiness suite, many extensions and custom applications were written that needed to be addressed in the transition. These related initiatives include Service Hub, Cayuse, SRS, Accutime and other items. The Service Hub system was redesigned and extended its use to support the Office of Business Operations to support travel and procurement hubs. The custom application that managed pre-award grant activities and approvals (PRAF) needed to be retired; Cayuse has replaced this system. The Security Request System (SRS) was updated. Student employees report times through the Accutime time clock system.

Slide 4: Project Timeline and Methodology [timestamp 00:19:42]

The timeline for the 15-month project, currently in phase 2.

Slide 5: Functional & Technical Complexity [timestamp 00:20:16]

Mark illustrated and compared the architecture of Oracle eBusiness Suite and UNI Works to illustrate the complexity of this transition. Hager provided background on the decision to change the system. He stated that the Oracle eBusiness system was used for 24 years, was a server based system, was not being supported any more, and had some security risks, was no longer functioning the way it needed to. The decision to go to Work Day was made, in part, because Iowa State and the State of Iowa both use Work Day, and the data transfer at the regent level and state level would be more efficient.

Slide 6: UNI Works Implementation Team [timestamp 00:23:23]

Hager reported that over 140 people were involved in the project, with a core group of about 60 people. He discussed the importance of expertise within the institutions to the project.

Slides 7 and 8: Campus Engagement [timestamp 00:24:43]

Mark commented on the different groups that have been engaged in communication, engagement, training and support across campus. Hager commented on the Business Process Users Groups and highlighted the importance of academic department secretaries feedback in decision making and in recommendations for adjustments after implementation.

Hager commented that the UNI Works webpage has been used extensively throughout the project. He highlighted "Job Aids" and "AI Digital Assistant" as starting places to address questions.

Slide 9: Project Goals Achieved! [timestamp 00:29:11]

Mark commented that five guiding principles were established at the beginning of the project. She commented that this slide would be available for review.

Slide 10-12: Go Live Success: Easy Access, System Interfaces and Reporting, Timeliness and Accuracy [timestamp 00:29:46]

Hager highlighted the ability to access many features from mobile devices.

Mark commented on system reports and encouraged submission of questions about system reports to provide assistance in locating a report or to learn where it is in the priorities queue.

Slides 13-14: Go Live Success: Error Rate and Efficiency; [timestamp 00:32:17]

Hager presented error rates for the 4 fiscal years in Requests for Pay, P-Card Vouchers, Travel Expense Vouchers, and Requisitions. One change he highlighted was that instead of audits occurring at the back end, these resources have been moved to the front-end to improve accuracy. This accounts for changes in staffing in clerk positions. He presented error rates for the first three months, which showed a decrease in error rates.

Slide 15: Activities in Progress [timestamp 00:35:11]

Hager reported on ongoing system enhancements and Phase 2. He reiterated that anyone having trouble locating a report should reach out for assistance.

Discussion of Item 1615 [timestamp 00:37:44]

Senator Kogl asked why tasks related to travel and reimbursements were shifted to OBO when they used to be handled within the department. Hager responded that there are fewer errors. He also commented that between \$60,000-\$80,000 of unused airline tickets at the university. In some cases these can be reconfigured for travel, but some tickets simply expired. He acknowledged that some travel issues exist. He encouraged departments to communicate any issues with as many details as possible.

1616 [Consultation: Academic Program Review Task Force](#) [timestamp 00:41:21]

Kimberly Baker, Chair of the Committee on Academic Program Review (CAPR) and former co-chair of the APR task force, provided an update on the APR Task Force's activity. She reported that the origin of the current APR self study form is unknown and stated that the current process is less forward looking than optimal, and the utility of many aspects of the self study report are unclear. She stated the committee's goal to change the culture of the APR to make it more forward looking. Baker reported on a major overhaul of the APR Self Study. The revisions include a reduction of required sections from 9 to 4, elimination of appendices, removal of sections on faculty salaries and budget, removal of the library report, and changes to require one self study per department, although program evaluations will be included in that departmental report.

Baker commented on the discussion of options for sharing the report. The committee determined not to use SharePoint or Google Drive, and settled on using eLearning. She shared an example of the report in eLearning and highlighted the four required sections: Department Snapshot, Curriculum Design and Assessment, Summary of key activities since last APR, and Future Directions. The plan is that departments will have a template to use to build the eLearning site. Programs undergoing review in 2025 will pilot these changes, and the committee is working with the deans to redo the APR schedule which was impacted by past deferments.

Items Requiring Senate Votes:

1617 [Curriculum Proposals: College of Social & Behavioral Sciences AY2024-25](#)

1618 [Curriculum Proposals - College of Humanities, Arts & Sciences AY2024-25](#)

Curriculum Proposal Discussion, items 1617 and 1618 [timestamp 00:55:00]

Deirdre Heistad commented on curriculum proposals from CSBS and CHAS. She reported that the UCC committee members' behind the scenes work on reviewing curriculum proposals. She thanked individuals from the UCC and GCC committees, and from supporting administrative offices. She provided three examples of new programs: Spanish and Community Health Minor (joint CHAS and CSBS), Computer Science new K-8 Certificate in Computer Science, Environmental Data Analysis Minor (joint CHAS and CSBS).

Karen Cunningham, co-chair of GCC, stated that the GCC have reviewed CHAS, CSBS, COE, and materials to go before the Board of Regents.

Motion to approve the CSBS curriculum proposals

MOTION: Bass/Holcombe (26 yes, 0 nos, 0 abstention) *motion passes*

Discussion on CSBS Curriculum: none

Motion to approve the CHAS curriculum proposals

MOTION: Holcombe/Makarios (29 yes, 0 nos, 0 abstention) *motion passes*

Discussion on CHAS Curriculum

Senator Justice asked if the new computer science program met the Department of Education endorsement program. Deirdre Heistad responded that the elementary teaching license is required to move forward with the new program. She followed up that the certificate will qualify candidates for the state's new computer science endorsement to a state teaching license.

Senator Tabei asked why the data analysis minor is a specific stand alone minor for the departments of Earth Science and Geography. Heistad responded that other students could take the minor. She reported that the curriculum packets had gone out for consultation with Biology, Geography, Mathematics, Economics and Physics. She continued that there were some objections in the beginning, but these objections were resolved.

Emeritus Requests:

1619 [Emeritus request: Barbara Bakker](#) [timestamp 01:11:49]

Vote to Approve Emeritus Request (27 yes, 0 no, 1 abstention) *motion passes*

President Elgersma highlighted her success with students in the classroom. She was a pioneer of online education at UNI, and was successful in both online and in person classes.

Senator Balong commented that Bakker held students to high expectations, and her students appreciated her willingness to work with them in many capacities. If there was a need to innovate, she did.

1619 [Emeritus request: Randy Grabowski](#) [timestamp 01:14:10]

Motion to Approve Emeritus Request

MOTION: Makarios/Bass (27 yes, 0 no, 0 abstention) *motion passes*

Senator Harlow stated that Grabowski has been a pillar in the School of Music for nearly 40 years. He has collaborated with nearly every musician in the School of Music, including Senator Harlow, and has been a major draw to the program, especially for trumpeters.

1620 [Emeritus request: Alicja Boruta-Sadkowski](#) [timestamp 01:15:45]

Motion to Approve Emeritus Request

MOTION: Holcombe/Clements (28 yes, 0 no, 0 abstain)

Deirdre Heistad commented that Boruta-Sadkowski has been an example of faculty who has been able to pivot in response to changing student needs. She was involved in the study abroad program and took students to Russia. She has taught widely across the university.

New Business:

Discussion of Early Tenure [01:18:17]

Motion to move to executive session and extend the meeting time by 10 minutes

MOTION: Clements/ Kogl (26 yes, 0 no, 0 abstention) *motion passes*

Adjournment - meeting was adjourned during executive session

Zoom chat is appended:

00:15:17 Marty Mark: Marty Mark, Information Technology

00:15:17 Jennifer McNabb: Jen McNabb, head of History

00:15:27 Michael Hager: Michael Hager, Finance and Operations

00:15:30 Benjamin Forsyth: Benjamin Forsyth, COE Associate Dean

00:15:35 Deirdre Heistad: Deirdre Heistad, Provost's Office

00:16:19 Sherry Petty: Sherry Petty joining for Wu-Ying Hsieh

01:23:30 Megan Balong:

<https://educate.iowa.gov/educator-licensure/endorsements-list/k-8-computer-science>

Minutes Submitted by Vice Chair Alexa Clements