University of Northern Iowa Faculty Senate Meeting Minutes, December 8, 2014

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Faculty Senate Vice Chair Lauren Nelson called the meeting to order at 3:30.

Amber Rouse, from the *Northern Iowan* was present.

1. Courtesy Announcements

   Regarding the **TIER efficiency study**, Interim Provost Licari urged faculty members to go to the Board of Regents website to view the RFP which has been issued for external consultants who will provide the Academic portion of the efficiency review. Additionally, Regent Mulholland, the President Pro Tempore of the Board of Regents will be on campus next week, to talk about Graduate School student enrollment as part of the **Performance Based Pay formula**, “one last nugget of contention across the three Regent’s universities” that has to do with the formula of how to count students who have received degrees, but are supervised by another professional. Finally, he urged faculty participation and input in the Academic Master Plan process, which will develop University level outcomes and goals.

Chair Peters referred to the history of UNI’s state appropriations as a “decades long inequity” and a current opportunity to redress this trend. *(See cartoon in addenda)* He discussed a lobbying effort to begin in late January. Working with Student Government Affairs Liaison Tori Hurst, he is asking teams of 1-2 students and 1-2 faculty to spend one hour of preparation time and one day at the state legislature in Des Moines. He stressed that the proposed new funding appropriation for UNI will **not** take money away from the University of Iowa.
Vice Chair Nelson passed along from Chair Kidd the reminder that at the January meeting, Associate Provost Chatham-Carpenter will bring back the BAS proposal for consideration. Chair Kidd also requests input about whether or not faculty would like to make a comment regarding the message shared by Faculty Chair Peters.

2. Consideration of Calendar Items for Docketing

1266 UNI Copyright Policy
http://www.uni.edu/senate/current-year/current-and-pending-business/uni-copyright-policy
** Motion Terlip/O’Kane in regular order

1267 Emeritus Status Request for Barbara Allen, Library, effective Dec 20th
** Motion to docket Zeitz/Gould at head of the order today.

** Motion to docket McNeal/Cooley in regular order.

1265/1160 Consultative Session on new Discrimination, Harassment, and Sexual Misconduct Policy 13.02
** Motion to re-docket consultative session with Leah Gutknecht and Leslie Williams for Jan. 26 meeting at 4 pm.

3. New Business

   The Senate asks that the Senate Budget Committee to first consider a statement regarding the Performance Based Funding Model before consideration of a statement by the Senate.

4. Consideration of Docketed Items

1267/1162 Emeritus Status Request for Barbara Allen, Library, effective Dec 20th
** Motion passes (Zeitz/Gould) All aye.
1260/1155 Policy change: Honorary Degrees
** Motion rejected, with a request to bring a new motion that addresses some discussed concerns.

1261/1156 Actions to be undertaken on Receipt of Reports and Consultative Sessions
** Motion passes (Dunn/Terlip) to amend the Faculty Senate bylaws, to include that committees submitting reports to the Senate shall include a summary not to exceed one page, with their report.

1262/1157 Evaluation of expenditures from the General Education Fund
** Motion passes as amended by Zeitz/Walter that three students, selected by student government be included in the evaluation committee.

5. Summary Minutes/ Full Transcript
The Summary Minutes/Full Transcript for Nov. 10, 2014 was approved without changes.
(Gould/McNeal)

6. Adjournment
Motion to Adjourn by acclamation.
Time: 4:42

Next Meeting:
January 12, 2015, 3:30 p.m.
Oak Room, Maucker Union

Full Transcript of 42 pages follows with 4 Addenda
Press Identification: Amber Rouse, Northern Iowan

Present: Senators Karen Breitbach, Jennifer Cooley, Barbara Cutter, Forrest Dolgener, Cyndi Dunn, Kevin Finn, Gretchen Gould, David Hakes, Melissa Heston, Ramona McNeal, Vice-Chair Lauren Nelson, Steve O’Kane, Joel Pike, Gayle Pohl, Mitchell Strauss, Jesse Swan, Secretary Laura Terlip, Michael Walter, Leigh Zeitz.

Not Present: Chair Tim Kidd, Gary Shontz.

Also Present: Interim Associate Provost April Chatham-Carpenter, Associate Provost Nancy Cobb, Interim Provost Michael Licari.

Nelson: I’ll go ahead and call the meeting to order. That way we can get out on time or early. Do we have any members of the Press present?

Rouse: Amber Rouse, Northern Iowan.

Nelson: Thank you Amber, one member of the Press present. Any comments from the Provost’s Office? He’s coming? (Licari arrives)

Licari: Nobody builds any travel time between meetings.

Nelson: We just got to you, so if you have comments, take a minute to gather yourself.

Licari: I do have comments. It’s good to finally be back here. Sorry for missing so many meetings, but my schedule had me all over the place. I just want to say a few things. First of all, thank you for your all of your hard work this semester. We are kind of into the home stretch-whatever that
means—either it’s a time of frantic, panicky grading or cruising towards the finish line, there’s nobody cruising towards the finish line—students or faculty. Good luck as you frantic dead sprint between Thanksgiving and semester break. So good luck as you finish your semester.

There’s a few updates that I can provide related to TIER. The Board of Regents has issued an RFP for external consultants to essentially take over the Academic portion of the Efficiency Review. You can see the RFP on the Board of Regent’s website, so if you’re interested in taking a look at the nature of the call. I would encourage you to go there and review it. Those proposals are due within the next ten days or so. I spoke with Diana Gonzalez of the Board of Regents Office last Wednesday when I was in Ames for the Board meeting and she said that there would be an opportunity for those of us in Academic Affairs on the three Regent’s institutions to review the proposals and so I don’t know how that’s going to work. She did not say. Unfortunately I don’t have a lot of information about process other than the fact that we on this campus should have an opportunity to take a look. She sent me an email and I do know that she sent at least Scott Peters an email. I don’t know if Tim (Kidd) got one as well?

Nelson: Yes.

Licari: That’s where we’re at. Essentially it’s for Phase II of the Efficiency Review, so that would be done this spring and then the...any implementation of any kind of business case would be developed would not take until fall of 2015. We’re about a year behind where the rest of the
process is, related to TIER. Pay attention as we move forward because the nature of this operation is such that it’s almost certain to come up with some sort of recommendations, and so we should be on top of everything that’s happening.

The next item is related to Performance-Based Funding. Some of you might be aware of the fact that Regent Mulholland, the President Pro Tempore of the Board will be on our campus next week, specifically to talk with me and April (Chatham-Carpenter) and some Graduate Faculty leaders about Graduate and Professional student enrollment. This is one last nugget of contention across the three Regent’s universities across the Performance Based Funding formula, and that has to do with how these students are counted in the formula. Iowa, for example, is making a fuss, if you will, about the fact that they’ve got a lot of actual students—I don’t call them students—professionals who should be counted as students because they take faculty time to oversee-- Medical Residents, for example. My point is, they’re done. They’ve got their degrees. They’re doctors. They’re working. The fact that they’re being overseen by a more experienced physician is a function of the profession. That’s it. We have that example in other professions. Once you’re no longer a tuition-paying student, I don’t see how you could possibly factor into a formula that counts tuition-paying students. Anyway. So hopefully we can make some points there when she’s on campus next week.
Then finally, I mentioned this at Cabinet this morning, but thank you so far, for all the work so far, on the Academic Master Plan. I know that many of you have been involved. But as we move forward, please participate whenever you are given an opportunity. Particularly, if called upon to join a subcommittee. So I look for your input and support as we move forward on this. I really, really do want this to be a thing where nobody is left on the sidelines. Everybody needs to make sure that they’re able to have a say and participate in the process. We are developing University level outcomes and goals here. Everybody really does need to participate in this, so I thank you in advance for everything that you will do as we move through this process.

**Nelson:** Thank you. Chair **Peters**?

**Peters:** I asked Lauren (Nelson) to display a cartoon that came into my hands a while back. ([Shows political cartoon found in Addenda](#)). It illustrates that the current funding deficit we find ourselves in is a long-term deficit. This can be dated to sometime in the early 1960’s; sometime soon after the Iowa State Teacher’s College became the University of Northern Iowa. It’s difficult to see, but the legend, the title with the cartoon, down at the very bottom says, it’s titled something like, “Still back to the chicken feed.” “Still on chicken feed,” or something like that. As you know, the Regents have proposed a new funding formula that would rectify this decades-long inequity in funding the three universities. This proposal would change the way the state allocates money, so that state taxpayer funds, for the most part, would follow Iowa students. It also has performance-based measures. I know that there is a lot of wariness about this plan on the part of faculty.
Many of us fear the increased competitive pressures that the Regents seem to be putting on the three universities, and there’s a fear that accountability measures will trickle down and negatively affect our day-to-day jobs. I think these are legitimate concerns, and I certainly understand and I share some of them. But I want to stress that at this moment, this is the ONLY way forward to rectify this decades-long inequity that has hindered our development as a university. I’d love for the legislature to just decide to give us $25 million over three years without Performance-Based measures and without all the accountability measures, but that is not going to happen. A combination of reallocation and accountability seems to be the best path forward to get this through the Republican-controlled House because it’s difficult to get Republicans in the state of Iowa to agree to spend more money, and fully funding the transfer of funds through an additional appropriation, is the best way to get the Senate on board. Recall that a recent effort to get for UNI alone $12 million over three years failed. It’s also important to note that the proposal before the legislature for this year would hold harmless the University of Iowa, at least for the first year, of this three-year process. I want to be very clear here: Under the current Board of Regents proposal, state allocation to the University of Iowa will be HIGHER next year than it is this year by 1.75 %. The $13 million in additional funds that would go to us and to ISU will come from additional appropriations. It will not come out of the pockets from the University of Iowa. Now, although there is a path for this through the legislature, that path is a somewhat narrow and it has challenges. You’ve probably read in the Press that the University of Iowa, as you might imagine, is aggressively
opposing it. The University of Iowa faculty has been aggressive in opposing it. The private colleges, the community colleges — their faculties are opposing it because of a fear of losing more in-state students to the Regent’s Institutions. It is time for our faculty to engage. Working with NISG Government Affairs Liaison Tori Hurst, I'm going to organize a lobbying effort that will take one to two faculty members along with one to two students every week to the legislature, starting late next January. Our purpose there is not to denigrate any other institution. Our purpose there is to talk about the deficit we find ourselves in, and the need for full and proper funding for UNI. This will start in late January. These trips will take place on Tuesdays and Wednesdays. If you are interested in participating or if you know someone who would be interested, please let me know. I'm only asking people to commit to one hour of preparation and one day in Des Moines. If we could get enough people, that’s all we’ll need. It would be especially effective if we could get professors to go with students who they’ve worked with to tell the story about the connection between student and professor at UNI, but I don’t think that’s necessary. I think we can do that with professors and students working together, even if they don’t have that pre-existing relationship. So, if we’re waiting for a better funding opportunity to come along, I don’t think it’s going to happen. THIS IS our chance to get the funding that UNI has needed for decades. This is, I think, a once-in-a-generation opportunity for our faculty to get the resources we need to serve our students and the State. I’m asking for your help as we try to get organized and achieve that.

Nelson: Any questions for Chair Peters?
**Swan:** I didn’t know that we’d have the opportunity to ask questions. So I think I missed it. You outlined all the terrible things that have happened to us for decades and last year’s failed funding et cetera. What I think I missed is why you think this will work if we say, “Yeah, we want it to work.” And if we say we want it to work, or to have it, why do you think it will work? Why will the legislature fund the way the Board wants them to fund? Why will the Board, when in the past, as you outlined, it’s never worked out the way that people have intended it to work out. Why will it work out this time? **Peters:** I think that in terms of the politics of the situation, I think that regardless of other…let me start that over. I think in terms of the politics of the situation, I think it’s worth noting that the Chair of the Board of Regents is one of the most powerful Republicans in the State, and he has basically devoted most of the past year to this project. So, I think he has a lot invested in it, and has a lot of reasons to try to make sure it doesn’t fail. That might be how the House would be willing to go along with spending the extra money. If that happens, then the question is whether the Senate Democrats would be willing to go along with the fact that ISU and UNI are getting money, and the University of Iowa isn’t. That would be challenging. It might fail. I said the path to getting through the Legislature is a narrow one. But I think that having faculty go and explain, help our students who are engaging on this, how the lack of funding harms our ability to do our job will help in that process and can it get through the Legislature. **Nelson:** Okay. We’ll move along so that we get through some of our business today. As far as announcements from the Vice Chair, acting on behalf of the Chair, I just want to remind you that Chair Kidd did send an
email on December 3, with some announcements he mentioned that Senator Zeitz will representing both the Senate and a College and wondered if anybody had objections to that. He also mentioned that there might have been some confusion about two of the items that are on the docket today. We’ll take that up at the point if we get to those on the docket. Today, on the 8th, he sent an email around about the Cabinet meeting and the idea of the Senate possibly making a statement kind of related to what Chair Peters (said), in a statement in favor of the Performance-Based Funding model. I think he wanted questions, opinions, so, I think if there are any we could possibly take that up under New Business. I’ll give you an opportunity to talk about that under new Business. This would be just to inform Chair Kidd whether you want him to go forward with drafting such a statement. And then finally, he also emailed me to remind you that we had asked that some work be done on the BAS proposal, and Associate Provost Chatham-Carpenter is ready to bring that back to us at our January meeting, and he just wanted the Senate to know that would be coming back. So those are our announcements.

Now, we have some items for docketing. The first item to consider for docketing is the UNICopyright policy. Did everyone have an opportunity to briefly review that? Remember, if we docket items, they’re not formally discussed, although there can be some preliminary discussion about the value of docketing them and then you will have an opportunity to have actual discussion of them at the meeting when they come up. Terlip: I’ll move to docket in regular order.
Nelson: We have a motion from Senator Terlip; Second from Senator O’Kane. Is there any discussion on docketing that item? Hearing no discussion, we’ll docket that one in regular order.

Now we also have a request for emeritus status for Barbara Allen from the Library. The request is complete with three letters of support, and I would like to possibly take that up today if I could have a motion to docket.

Zeitz: Motion to docket at head of order today.

Nelson: Motion by Lee Zeitz. Second by Senator Gould. That one will be docketed at the head of the order. Looks like...I’ll let Chair Kidd figure out the numbering system here, because it has to have a docket number as well as its preliminary number, but we’ll get that figured out and get that correct in the minutes. Now there’s one item that came in that Chair Kidd would like to have docketed, that did not come in time to make the regular meeting agenda, and it’s the Political Science Curriculum Proposal. There were parts of that proposal that we did not take up, that needed to be further work, further action, and the Graduate College Council has worked on that, and they’re ready to recommend to us that we go forward with that. So Chair Kidd would like that placed on the docket, and it would end up being number 1268. If I could have a motion to docket that in regular order, it would be the Master of Public Policy Curriculum. I have a motion from Senator McNeal.

McNeal: I would move to put that on the docket in regular order.

Nelson: We have a motion from Senator McNeal. Do we have a second? A second from Senator Cooley. Is there any discussion?
**Swan:** The only reason I will be voting no is that this is the first I’ve heard of it and I’ve not reviewed it, and I review things in the calendar. I like to look at things to see if they should be docketed, and of course my colleagues across campus haven’t seen this. So it’s not saying anything about the actual proposal, but...

**Nelson:** I know that it’s a bit irregular. Chair Kidd is asking us to do this because there is a time pressure to get it through the process. It needs to be on the docket before we can take it up. I agree that it would have been best if the Senate had had advanced information about it. Is there any other discussion? All those in favor of docketing the Political Science Curriculum Proposal in regular order, please say “Aye.” Any opposed? We have two opposed. The voice vote carries and so we’ll docket that in regular order. Okay. That brings us to...

**Swan:** In communications with Chair Kidd, he suggested that we could handle something else in New Business besides perhaps the new item that you’re bringing up, and that is Docket item #1160: Consultative Session on Discrimination and Harassment.

**Nelson:** Do we want to handle that now, or?

**Swan:** We can’t wait until we get to it in the docket. My point is to schedule it.

**Nelson:** So, what you would like to do is discuss it now, so that we can give him information on whether to go ahead and schedule it?

**Swan:** No, it is ... The motion that he wants is to schedule it, and to stipulate the two--that the staff member and the administration officer who we’re to have the Consultative Session with.
**Nelson:** It was my understanding that he wanted us to decide if we wanted that to occur.

**Swan:** If we voted “No,” that would be saying that “We’re not going to do it then.” Does that make sense?

**Nelson:** That makes sense.

**Swan:** It was supposed to be in the calendar anyway. And if we said, “No, don’t do it.” Then we wouldn’t do it, because right now, there is nothing there, so we would come to #1160 and there would be nothing there.

**Nelson:** If we got to #1160 today, I guess all that we could do is to decide, “Yes, we want it to be scheduled.” But we wouldn’t..

**Swan:** But then we’d be done. We’d go on to the docketed item, then we’d go away. And we’d have it on the calendar again, and so right now, we could fix that to say, “We want this Consultative Session.” Will you entertain that?

**Nelson:** I certainly will.

**Swan:** Can I simply move to re-docket #1160 to our meeting on (I have to look at the calendar) Monday the 26\(^{th}\) of January at 4 p.m. with the Assistant to the President, Leah Gutknecht, and the Dean of Students of Students, Leslie Williams.

**Nelson:** Do I have a second for that? Senator Cutter. The motion was from Senator Swan. Is there any discussion on doing that particular activity?

**Dunn:** First, let me say that I am in favor of us having this Consultative Session. I think in January it would be fine. It occurred to me, thinking about this: Senate meetings are always open to the public anyway, but it occurred to me that this particular topic may be of concern to a number of
faculty and quite possibly a number of students although they may not be aware of it. And so, maybe just to pass on to Chair Kidd if we do calendar it, to advertise widely to the University Community that we will be having a discussion about this particular policy and that they are welcome to attend.

**Swan:** Very Good. Part of our motivation for recommending this matter is that faculty have come to many of us and say they want to be here. Indeed, they were going to come today for the Consultative Session, but were advised that it’s unlikely that we would, since the Administrative Officers and staffers don’t know about it, what’s going on, et cetera. But it looks to everybody on campus like we’ve scheduled it. Consultative sessions are typically actually scheduled at a time so people know when to come and that sort of thing, and that’s another reason we want to correct it for this.

**Zeitz:** We probably want to do it in a different room.

**Swan:** We have to get a sense of how many people do want to come. But that’s a good point.

**Zeitz:** We have what 20 people? 15 people here?

**Nelson:** We can pass that suggestion on to Chair Kidd, but it is difficult to reschedule rooms. There have even been times when we have not been able to schedule this room. So, I will pass that concern on. But, I don’t know if he will be able to do so.

**Peters:** One clarification. Do we know that those folks are available at that time. Yes? Thank you.

**Nelson:** We’ve had discussion on Senator Swan’s motion to re-docket this item for the January 26th meeting at 4 p.m. with the two persons that were identified in the motion. All those in favor, say “Aye.” Any opposed? All aye.
That motion carries so hopefully that can take place on January 26. Then I mentioned that perhaps under New Business we might entertain just some feedback to Chair Kidd regarding our thoughts on having a Faculty Senate Statement on the Performance-Based Funding Model.

Swan: So I’ve mentioned to Chair Kidd that if we were to do this, or try to pursue that, it’s first most advisable to send it to our Budget Committee for its consideration and for it to advise us about such a matter.

Nelson: Do we need a motion to do that?

Swan: It sounded like you were just getting a sense of...

Nelson: I just want to make sure that Chair Kidd knows what the sense of the Senate is because he wanted to move this along, I think. He is a member of the Senate Budget Committee, so he could certainly take it to the Senate Budget Committee quite easily.

Swan: If the Budget Committee thought it advisable that the faculty express a view then it would be advisable that they would craft that expression for us to then consider, I would further suggest.

Nelson: I see heads nodding. Does anyone else have suggestions? We won’t vote on this. This is just informal feedback, and so I will forward to Chair Kidd your idea that first, the Senate Budget committee should consider this, and then if the Budget Committee thinks it’s a good idea, that he would go ahead and with the Senate Budget Committee, draft some statement for consideration by the Senate. Okay. So, hearing no objections to that idea, then we can go ahead and consider the items on our docket.

Nelson: The first item on the docket is the policy item for the Honorary Degrees. I’m sorry. We docketed the emeritus status at the head of the
order. So the first item on the docket is consideration of emeritus status for Barbara Allen from the library and that would be effective December 20th. As I said, we did have three letters of support, and those will go into the meeting minutes. So I just need a motion to support.

Zeitz: I move that we accept her application for emeritus status.

Nelson: I have a motion from Senator Zeitz and a second from Senator Gould. Are there any comments?

Gould: Barb Allen, she served the Library for over 30 years and he is a very valuable, dedicated, knowledgeable librarian, but we wish her well on her retirement.


Now back to our regular docket, and this one was brought forward by Associate Provost Chatham-Carpenter, so I will let her lead the discussion. This would be a policy change to the Honorary Degree Policy.

Chatham-Carpenter: At the last meeting, I kind of overviewed, we had about five minutes at the end of the meeting, remember, where I overviewed what the differences were between the two policies, what changes were made. So I don’t mean to go back into that, I don’t think. So, we’re making some changes on criteria; a few minor changes. The committee makeup will be a little larger, procedures for selection are primarily the same as what they are now, as well as the nomination
materials and the awarding of degrees, so it’s primarily a few changes in criteria and on the committee membership.

**Strauss:** As I recollect, a key administrative change is the Athletic Director is on the committee. Is that correct? One of the changes?

**Chatham-Carpenter:** The Athletic Director, or his or her designee.

**Strauss:** That suggests to me that—it might be—it might sound harsh, but we might be trying to sell these Honorary Degrees to fund football? Is that one of the underlying reasons we’re making these changes?

**Chatham-Carpenter:** We needed more people to be nominated, and the nomination process... I talked about it the last time, that President **Rudd** wanted there to be more—and I did get clarification—there was a question last time, on whether he wanted one person per ceremony or one person every...one in May and one in December, and actually, he wants one per ceremony. So that would be three ceremonies in the spring and two if we end up going to a separate Graduate Ceremony in the fall. The thought was to expand the committee to help us get additional persons for nomination.

Nominees.

**Dunn:** Following up on that: Looking at the criteria to be considered, so the first is that “achievements and attainments meriting recognition should exemplify the goals and ideals of the University.” That sounds fine. In the current policy, the second part is that, “financial and political considerations” should not be involved, and the proposal is to remove that statement. I guess, somewhat echoing my colleague, it seems to me that if you’re going to have an Honorary Degree program that has integrity, one of the key points of that is that political and financial considerations should
not be involved. So I consider that criterion very important, and I think removing it particularly in combination with some of the changes on the committee, could send a very problematic message.

**O’Kane:** I’m a little curious about who it is that actually confers the degree? Is the degree conferred by the faculty, or by the President or where does that conference come from?

**Licari:** That conference actually comes from the Board.

**O’Kane:** Board of Regents?

**Licari:** Correct. They’re the final ones who have the ultimate “Yea” or “Nay.” We cannot confer an honorary degree unless we have permission from them to do so, and so by extension that means that really nothing is final until they say “yes” or “no.” One way to review that then is everything is advisory to the Board, because they have the final say.

**Swan:** In the profession, of course you all know, degrees are awarded on the recommendation of the faculty. If the faculty recommend **not** to award a degree, a Master’s in Biology for example, nobody can—legitimately—and subsequently award a degree. This is a degree the faculty recommend awarding the degree. Now some people later on may not award the degree for other reasons: You don’t pay your fines, you...any other number of reasons beyond that. The obverse never has happened in any reputable place: faculty recommend **not** giving a degree, and then the degree **is** awarded. It’s a complex situation of course, but finally the Board of Regents, of course, does have to agree to the awarding of the degree as the final step, and we execute that.
Licari: If I may. If the recommendation doesn’t leave our campus to go to the Board, they would not...

Swan: That’s a very good point. Yes.

O’Kane: But the faculty has voted to not award one of those three degrees, but we were overruled.

Swan: Not legitimately.

O’Kane: That’s what I think: Not legitimately.

Swan: That’s another matter, though.

Nelson: I think that today’s discussion has to be a discussion of process and procedures and of this motion, but I do think that if the Senate has concerns procedurally, additional changes that it would like to make to the process, perhaps a better way for the Senate to have input, I think that’s something maybe we should entertain, maybe not in the context of this particular motion, unless we want to amend this motion. That is certainly something we could entertain.

Swan: I wonder if other means of honoring people important people, to the University has been pursued, or at this time might be pursued, other than this Honorary Degree mechanism? So we could have our commencement ceremonies and honor people with any number of different designations that are not an Honorary Degree. I don’t think that those have been pursued. If they have, I would like to know why they were rejected in favor of this. If they haven’t been pursued, I would recommend that we pursue other means of recognizing and celebrating important people to the University, separate from conferring a degree upon them, unless they meet the traditional, legitimate reasons for being awarded an Honorary Degree.
Nelson: I will recognize Chair Peters and then Senator Strauss.

Peters: Senator Swan, in our regular meeting last week, the Chair, the Vice Chair and I, with President Ruud, he actually mentioned that he is considering other ways, short of an Honorary Degree, for exactly that reason: To recognize merit that might not rise to the level of Honorary Degree. He’s considering something that would be out of the President’s Office – recognition out of the President’s office, for contributions to the State or to UNI or something like that.

Strauss: This is for Assistant Provost Chatham-Carpenter: What is your guestimate now on the total number of degrees – Honorary Degrees– that would be offered annually?

Chatham-Carpenter: The President wants to go to having a Graduate Ceremony in the fall, which would mean we would have two ceremonies in the fall and three in spring.

Strauss: So five annually?

Chatham-Carpenter: Five annually.

Strauss: So that is a quantum leap, compared to what we have been doing. Is that correct?

Chatham-Carpenter: Correct.

Strauss: The granting of five Honorary Degrees, then. My last question is how do we compare to our sister institutions, or the Regent’s institutions in the rate of offering? Do you know?

Chatham-Carpenter: I do not know that.

Strauss: That would be an interesting thing to know. If we were to...I’m wondering if President Ruud’s previous institution offered this many, given
what it used to be. That would be interesting to know. I guess my final comment is my concern that we inflate the offering of UNI Honorary Degrees.

**Dunn:** I have two other questions again for the Associate Provost: One, and you can correct me if I’m wrong about this, my understanding is that this proposed new policy, or policy change did not come from the Honorary Degree Committee, that you and possibly some other people presented it to them. So I’m wondering whether they voted on it, what kind of feedback you received from them?

**Chatham-Carpenter:** I got feedback from them. We did not do an official vote. But at this point they realized that if the President wanted to have more Honorary Degrees that we needed to... I don’t know that we needed to have these procedures changed to have them. There was some thought that this might help, but...

**Dunn:** Can I follow up? My other question had to do with the make up, again of the Committee. So currently we have one representative from each College. The proposal is to actually have five, so we’d have one from the Humanities and the Sciences. I think that’s an appropriate. I would hope we go ahead with that. Another change is that currently each College Senate determines how that representative will be chosen. In my College, they’re elected. I don’t know how it’s done everywhere. The proposal is to change it, so that the Provost would choose the Committee members. So we’re moving it from faculty selecting Committee members to the Administration selecting Committee members, and from it being selected through four independent processes, if you will, to the Provost in essence
selecting most of the committee, so I’d like to ask what the reason were for that change?

**Chatham-Carpenter:** That’s a good question. I’m honestly... I’m not sure. I don’t remember. I think this came up in like July, when I first started my position; early August. I’m not sure.

**Peters:** I had another suggestion. I guess what I’m hearing in terms of discussion, I guess, one thing I would just say is I would encourage people to start making some motions to amend, because I’m hearing a lot of agreement about—at least I heard people a few people agree that it wasn’t appropriate to have the Athletic Director on the Committee. I heard people agree that there may be the requirement about financial donations—that financial donations shouldn’t be considered, and now approval. If folks want to make motions to amend, we could send this forward along with the Senate’s version of it to the Cabinet. But I wanted also to identify a place that I think the process can be improved, and that would be where it says “Process for Selection” It says “the Selection Committee reviews nominations, forwards recommendations to the President ...and then the President requests University Faculty Senate review.” I think it might be useful to have something in there that would indicate that the Senate should be able to review all the relevant materials that the Selection Committee saw, to get more of a complete picture of why the Selection Committee made it’s recommendation. At the very least, upon request, the Senate shall be able to review all materials, or something like that.
**Chatham-Carpenter**: I had huge numbers of things, but I couldn’t send them because it’s private. It’s confidential. Being able to copy all of them for all of you…it would have been lots.

**Peters**: It is confidential, but we’re in Executive Session…

**Chatham-Carpenter**: How to get that to you, is the question, I guess.

**Nelson**: I don’t know if this is possible, but the Graduate College is now using that imaging. Could you speak to that?

**Licari**: There would be a way in order to provide the Senate access to the nomination materials. One way from the one year that I was chairing this Committee, where we had something that we brought forward to the Senate, we had been using a Google Drive system to share all of the nomination material. So that could simply be…the rights to that Drive could be expanded to include members of the Senate in order for them to review. That’s a technically feasible thing to do and it would probably help the Senate to understand the context for the various nominees, because otherwise, they’re coming out of the blue and its a little difficult to judge the merits. It’s very difficult, not a little bit difficult.

**Chatham-Carpenter**: A one-page summary: you can’t do that with a one-page summary

**Zeitz**: If I understand this, our desire is to give away ten Honorary Degrees a year?

**Licari/Chatham-Carpenter**: Five.

**Zeitz**: I thought you said one in the spring. Okay, five per year. I was just taking a look at how many have been given by Iowa State and University of Iowa, and last year, Iowa State gave one. They gave three the year before,
and they gave three the year before that, and two the year before that.  
And then The University of Iowa in spring gave three-- in 2013. In spring of 2012, and they didn’t give anything in the December of 2011 and they gave three. So it’s about three. So we’re saying five versus three?

**Chatham-Carpenter:** How many have we given in the few years?

**Zeitz:** I couldn’t find it.

**Chatham-Carpenter:** Right. Whether President Ruud really wants five or if he wants us to just have a representative at every Commencement cycle, I think is... When he looks at...He looked at...I’m not so sure he looked at what Iowa and Iowa State were doing.

**Licari:** I think we went four or five years, I think, without awarding any.

**Strauss:** So we have a backlog. *(laughter)*

**Zeitz:** Five doesn’t seem to me as if it’s out of proportion. I guess I misunderstood, thinking that it would be ten. Five seems like it’s a little more reasonable.

**Chatham-Carpenter:** By the way, I love all the ideas that you have suggested. I think they’re making this proposal better. I’m not ego-tied to the proposal. Thank you.

**Swan:** I very much appreciate Senator Dunn’s many questions, one in particular about the Committee, and given the nature of this discussion, I think the Committee should get this back and consider it, and decide as faculty about the wisdom of this. If the committee, the faculty committee thinks it’s appropriate to do, then the changes in the procedure to send to us, they now have the further benefit of our discussion here, but that they really do need to decide. I do expect our committee to have told us
something. I did read this, I now see, erroneously as coming from the committee, that the committee voted on it, “Yes, do this.” It hasn’t, and I think that it should be given the opportunity to say very clearly that they think this is a good idea for our Honorary Degrees or not. If it does, then what is the procedure that it recommends for us to do? As that goes on, we might be able to learn further of the alternatives for honoring people, and those two projects may be able to come together nicely. So that’s what I would propose.

O’Kane: Probably just to reiterate what you just said, but I would like in particular for the three items that Chair Peters brought up, to be addressed.

Nelson: So it sounds like we don’t want to act on this today, and we would like to send it...

Chatham-Carpenter: Can I get a record of...I will in the minutes. I have athletics, financial and political consideration and having full consideration of materials, the Athletic Director.

Peters: Four maybe, because there was also the issue of how the members of the Committee are chosen.

Chatham-Carpenter: The College Senates and Provost’s. Sure.

Dunn: You can tell me if this is appropriate. I move that the Senate send the proposed policy to the Honorary Degree Committee, and ask Associate Provost Chatham-Carpenter to share with them our concerns, and that they consult the minutes, and ask them to basically give a revised proposal that they can then send to the Faculty Senate.

O’Kane: Second.
Nelson: Motion from Senator Dunn; a second from Senator O’Kane.

Senator Swan, you had your hand up?

Swan: Just the procedure, right? It’s in the docket to have an action. The action is to take it or not to take it. So if we reject it, then we could do all of that and the committee would make a report to the committee, that would come into the calendar, et cetera. I’m just saying the procedure for this would suggest that when it comes back it would have the same calendar docket numbers because it’s an action that’s ongoing. I guess I would recommend that we reject this and then we could make a motion or we could just have the committee, have the Chair tell the committee, the Senate expects this report. This business is before your committee, and we expect this report forthcoming. Secretary Terlip wants to respond.

Terlip: I’m just wondering rather than go through duplicate motions, if its just as easy to table this until we get that report.

Swan: That could be another. They could recommend not changing anything. That’s what the committee could say, and then they would send back to us, and then we don’t even have to act on it.

Terlip: They could do that anyway.

Swan: That’s right, and if we table it, then we have to make a motion to take it off of the table, if we never do that, then it’s always there.

Terlip: I was just trying to simplify things.

Swan: But it doesn’t simplify things. That’s why I’m trying to clarify. This makes it simple to reject this.

Dunn: I withdraw my motion.
Nelson: Senator Dunn has withdrawn her motion. Now I’m forgetting if we had a motion.

Swan: The motion to docket, right? So we can just reject it, right? We can say, “No, we don’t accept these changes.”

Nelson: Is there any further discussion? Then I think we will go ahead and vote on the motion-- this item that’s in the docket. All those in favor of accepting the proposed changes to the Honorary Degree Policy as presented to us, say “aye.”

Cooley: I don’t understand what you’re asking us: Approve it or reject it?

Nelson: Basically when you have a motion, it’s a motion to approve, even if you don’t personally approve it, you can move to approve it and have a second, and so at this point the motion on the floor is to approve the changes that were presented to us. If you are not in favor of those changes, you would not vote “aye” and if you are against, then when I say, “All opposed,” you would sound out. All in favor of the proposed changes to the Honorary Degree policy as presented to us, say “aye.” (no response) All those opposed? We have voted it down. We would encourage the committee to bring a new proposal forward that perhaps addresses some of the concerns.

Nelson: Now, the next item on the docket is a procedural item brought forward by Chair Kidd, and it’s just an idea to have in place a way to handle things that come before the Senate, where we don’t actually have a policy change, or something like that: committee reports, information from consultative sessions. I guess the motion here would be to move to approve the procedures presented by Chair Kidd in this proposal
Do I have a motion? I have a motion by Senator Dunn to approve these procedures. Do I have a second?

McNeal: Second

Nelson: Second from Senator McNeal. Any discussion of your views on this now that we have a motion on the floor?

Dunn: Part of the reason I moved is that way hopefully I can accept my own amendment. One of the things that I was thinking: One the one hand, I appreciate Tim’s (Kidd’s) desire to make sure that everything that we do here doesn’t just go quietly into a black hole, and so people can just look at the website and say, “Oh, that’s the gist of that report they discussed.” However, it also looks like a lot of work because basically every time we get a report or have a consultative session, somebody’s going to have to sit down and create a summary. So what I was thinking, was at least for committee reports, we could at the time that the committee submits the report, request that the committee include a summary of no more than one page. In other words, make them write the summary, rather than making a Senator do it. So I would like to make a proposal in that one particular way.

Nelson: So we have a proposed amendment. Do I need a

Terlip: Second.

Nelson: Any discussion of the amendment? Is there a specific place here where that would go, to help our secretary?

Dunn: It would be under 6.4. “The Chairperson will” this Committees shall include a one page summary of the
**Dolgener:** Right there, where it talks about “Reports Received.” “The Chairperson will select members of the Senate to draft a summary of the report.”

**Nelson:** Strike that sentence. So this sentence would be replaced by… “Committees submitting reports to the Senate…”

**Dunn:** Committees submitting reports to the Senate shall include a one-page summary of the report, or shall include a one-page summary with the report which will be disseminated to the faculty in general.

**Dolgener:** A summary not to exceed one page.

**Dunn:** Thank you. It doesn’t have to be one page. Thank you.

**Nelson:** So we have that amendment, and that’s where it would go in here. Is there any further discussion of the amendment? All those in favor of the amendment, say “aye.” Any opposed? Any abstentions? So the amendment passes. (All aye/none opposed) It will be as amended by Senator Dunn. Is there any further discussion of this item?

**Swan:** Just making clear: This proposal is to amend the Senate Bylaws? Is that correct? So moving from 6.4 below, to what’s written above in 7.13? I just want to make that clear, that this motion is to change the bylaws. So this will need, so you remember, a two-thirds vote.

**Nelson:** That is important. I’m glad you brought that up that point. I wouldn’t have remembered that. So when we take our vote, we’ll have to make sure that we have a two-thirds vote.

**Terlip:** I’d like to call the question please.

**Nelson:** So we’ve had someone call the question. So are we all ready to vote then? All those in favor of these amendments to the by-laws, please
signify by saying “aye.” Any opposed? One opposed. Any abstentions? (none) I think we have our two-thirds majority.

**Nelson:** That takes care of that. Now I think this last item, since we’ve already dealt with 1265 & 1160, this last item, the evaluation of expenditures from the General Education Fund, is just to approve the idea of going forward with doing the evaluation, and then at some point, it is my assumption that the Senate would receive a report from the committee that’s formed to do this. Do I have a motion to support the idea of going forward with an evaluation of expenditures from the General Education Fund? I have a motion from Senator **Cooley.** Do I have a second? Second from Senator **McNeal.** Okay. Discussion of this item?

**Terlip:** I just have a question. This is written very specifically, only for this calendar year. Is this something we want to do on a regular basis or is this a one-time thing?

**Nelson:** Unfortunately the petitioner is not present.

**Terlip:** I think the Senate could decide if it’s they want it to be on-going or a one-time report. Do we want to look into this every year or just this year? I’m not sure of the answer.

**Swan:** The petition does stipulate an ad hoc committee—that means it’s temporary. If we pass this, it’s going to be done this year. Otherwise it would be a committee that would then go on.

**Nelson:** Is there any other discussion on this?

**Finn:** This item came up. I serve on, I represent the Senate on the Athletic Advisory Council, and this was one that was mentioned, although I wasn’t in on it. The big concern is: How do we look at evaluation? How do we
define the word ‘evaluation’? Are they objective and to some degree reputable? So I guess my discussion question is: What do we mean by ‘evaluation’ as opposed to ‘reporting’?

**Nelson:** I think it’s a good point. I wish that I could answer it for you. This was a petition brought forward by Senator **Kidd**.

**Swan:** I don’t know for sure, but I suspect that Chair **Kidd** brought this as a member of the Budget Committee, and so I’m reading it as a Budget Committee kind of proposal, and that the Senate representatives or the faculty representatives would basically be the budget committee members. About what ‘evaluation’ is I would expect that the faculty representatives would be having academic faculty senses of what’s appropriate to spend money for. That’s not stipulated, but that’s the general expectation of what faculty do on such a committee. Then the other members....Who are the other members, the President’s office? So the President’s office, what’s ‘evaluation’ to them? That would be another influence, I would expect. The Student Government representative would have maybe another sense of what ‘evaluation’ means, what’s important. Right? I do expect that it wouldn’t be singular. Again, this is what I’m reacting, what I’m thinking must be going on; different senses of what’s valuable, and get that more out in the open. I don’t know if that though is satisfactory.

**Terlip:** I think also that ‘evaluation’ is really only in the title of this. If you look at what we’re voting on, it’s for a committee to do a cost-benefit analysis so...

**Pike:** Just to decide what areas might benefit from one. Not even to perform one.
Terlip: Right, to examine who might benefit from it. I don’t know that it is ‘evaluation’ as much as it is presenting a study to the Senate who would evaluate what they come up with.

Zeitz: I have a question that has to do with the wording. You’re talking about nine individuals. Are they saying that there are three that are going to be students?

Nelson: Apparently so.

Zeitz: Three chosen by student government? They could be all faculty members. My point is to insure that there are students in there we should probably say “three students as selected by student government.”

Nelson: Are you proposing that as an amendment?

Zeitz: Yes.

Nelson: I have an amendment from Senator Zeitz. Do I have a second?

Walter: Second.

Nelson: I have a second by Senator Walter. Any discussion to the amendment? I think we’ll go ahead and vote.

Swan: I just want to say as the Senate, does this mean that as the Senate, that we could choose students? I mean, that’s not normal. Is that what you’re saying? Is that an expectation? We’re going to have to amend that. The President’s Office could select, you know.

Nelson: The amendment is to say three students, selected by student government.

Zeitz: It’s to insure that we have students involved, which is an important facet of this. If the Senate decides they want to select three more students they can. I don’t think they will.
Swan: I don’t think the Student Government will select staff or administrators or faculty or other people either.

Zeitz: It’s a single word. Is it worth arguing about?

Swan: Well it does imply something. It implies that the Senate could then do other things, and you’re saying that that’s fine with you, that the Senate appoint students?

Zeitz: I just want to make sure that we have students involved. Otherwise that may not happen.

Finn: I’m reading at the end here, it says, “The committee will draft a report to the Senate of its suggestions by April first.” What action would we take from that?

Nelson: Receive the report, I guess,

Finn: Receive the report. That’s it?

Nelson: Unless the committee comes back with a requested action. Sometimes a report will have an action item within it that we are requested to act on. If a report does not come with an action item, then we just vote to receive the report.

Swan: We don’t have to do anything.

Nelson: Right. I guess that’s true too--we don’t even have to docket it.

Finn: And so this is a new committee, right?

Nelson: It would be an ad hoc committee, so that’s a new, one-time, temporary committee.

Finn: Temporary, and I gathered that. I’m just trying to reply. When we meet again, it will be in January, obviously prior to any report. I guess their interest is they’re looking at their allocation. Of course, they’re looking
from an athletic standpoint. We can look at the report and see if it’s stable or if it’s gone up proportionally, but not with inflation. The idea that they’re trying to get a sense on what action would be taken on next year’s budget or allocation to athletics for the coming year. I guess my concern is by April first, if there is an action, what does that mean? Again, maybe it’s just the way I perceive the situation that Advisory Council is interested, and of course people from the athletics who are advising, are concerned.

**Nelson:** I do know that with regard to budget consultation, that we will have an opportunity to consult in general, on the budget, and that has to occur in April, and that would be a proposed budget, so I have a feeling that any report coming through any time in April is unlikely to affect budget proposals in the short term. So it would be a long-term suggestion, or discussion, just because of the timing of how the budgets are put together, and how they have to be discussed.

**Finn:** Okay. Thanks.

**Swan:** Back to the discussion of the amendments: two things. One, I think we have a student representative, here, right? We typically have a student representative. So if the student government to agrees and presents three students, I’m very curious that that be the case. Maybe they know nothing of this. Then I have even less desires to make it be a student. “Well we have this one student and it’s really good if we have these two adjunct, contingent faculty members who really know us well and our interests.” Something like that, right? But, maybe they are prepared for three students, and if we do want the three students, and I do think that that’s the point of the petitioner, again, I’m thinking that--I could be wrong. I
don’t know, I want to support the addition of students, unless the student government doesn’t want to be so restrictive. Speaking, to the amendment, that’s what I’m doing. That’s what we’re supposed to be doing right now, not to the whole motion.

Zeitz: In response to Senator Swan, I’d like to point out that this is only created for a single year. You take it out, you test it out, you try it and see how it works out, and I have a great deal of confidence in our students.

Swan: I do too. They could choose faculty members.

Zeitz: They surprise me daily. I would still like to stick to with the students and see how it works.

Nelson: Do we have any further discussion of the amendment? Then our first step would be to vote on the amendment, which is to specify that the three students would be “Three students selected by student government.”

Swan: Just add the word ‘student.’

Nelson: Okay. Where we have in the motion, “three by student government, I think we would say, “Three students selected by student government.” All in favor of that amendment say “aye.” Any opposed? That amendment passes, and so now we’re back to discussing the whole proposal.

Nelson: I think I hear a call for the question. Now we’re voting on the proposal as amended. All those in favor of forming this ad hoc committee to investigate expenditures from the General Education Fund, say “aye”.

Any opposed? Any abstentions? Three abstentions.

Swan: You abstain. That means you don’t participate.
**Nelson:** Anyway, I’m taking that with the variety of different voices, that the overwhelming voice vote was “aye,” so the motion passes, and I do believe, unless you folks correct me, that takes us to the end of our agenda.

**Terlip:** We forgot to approve the minutes.

**Nelson:** Okay, my first run through things and no one mentioned that we didn’t approve the minutes. Okay, so before we adjourn, we should go ahead and do this item, Minutes for Approval. The minutes would be the minutes of the November 10th meeting. Can I have a motion to approve the minutes? I have a motion from Senator Gould; a second from Senator McNeal.

**Nelson:** Any discussion of the minutes? Any amendments? All those in favor of approving the minutes of the November 10th meeting, say “aye”. Any opposed? (All aye) Okay, and we had a motion to adjourn. (by acclamation.)

**Minutes/Full Transcript for Approval**

Nov. 10, 2014  
(Gould/McNeal) All aye.

4:42 adjourn

**Submitted by:**

Kathy Sundstedt  
Faculty Senate Administrative Assistant and Transcriptionist
Addendum 1:
Hakes cartoon from the 1960’s to accompany Faculty Chair Peters’ comments.
Addenda 2,3,4: Letters of Support for Barbara Allen’s emeritus status request.

December 6, 2014
Dr. Timothy Kidd
Chair, Faculty Senate
University of Northern Iowa
Cedar Falls, Iowa

Dear Dr. Kidd and Faculty Senate,
I’m writing in support of granting emeritus status to Barbara Allen, Associate Professor and Reference Librarian.

Professor Allen is very knowledgeable and experienced in all of her areas of responsibility. Reference librarians often are asked to consult with researchers in a variety of subject areas, some of which are outside their own areas of expertise. She does an excellent job of working with students and faculty in many subject areas. She has at times spent hours in helping researchers to find what they are seeking, and has shown great dedication in providing excellent services to the university community.

Professor Allen also has taught library instruction sessions for a variety of courses, most often in the subject areas of language and literature (but also other subjects). She has often received thank-you notes from the teaching faculty, who praise her expertise in using library sources. Since I arrived at UNI in 1998, Professor Allen has been the coordinator of collection development for the Reference collection, and also serves as bibliographer for several subject areas. She has been very skilled in keeping the selection processes going at times when everybody was very busy. She also has expended funds efficiently and has done well in coordinating discussions and facilitating consensus among a group of librarians who sometimes had a divergence of opinions on how to spend very limited funds.

Along with her intelligence and contribution to the learning mission of this university, Professor Allen provides an extremely reliable and stable presence in the Reference & Instructional Services Department. She has a modest demeanor and often seems to prefer that her contribution not be noticed. I’m very happy to notice all of her contributions with this letter, and enthusiastically support her nomination for emeritus status.

Sincerely,
Jerilyn Marshall / Head, Reference & Instructional Services Dept.
Cc: Barbara Allen
Cc: Christopher Cox, Dean of Library Services, Rod Library
Tim Kidd
Chair of University Faculty Senate

UNI Faculty Senate Colleagues,

It is my pleasure to write this letter in support of Associate Professor Barbara Allen’s application for emeritus status here at UNI.

Professor Allen has worked at Rod Library at UNI for 30 years. She started as a Library Assistant II in the Catalog Department in 1994. She moved up in the organization quickly, became a Library Associate in the Catalog Department two years later, working primarily with Youth Collection materials. During this time she was studying to complete her Master’s of Library Science degree. In 1989, not long after completion of the degree she moved into her current position as Reference Librarian and Bibliographer, primarily supporting the College of Education.

Professor Allen’s scholarship is diverse, as she has served as an indexer for MLA Bibliography since 1995 and has published a number of German translations. In addition, Professor Allen has long been an active member of the Iowa Library Association, giving back to the profession and her colleagues in the state. Professor Allen also calls UNI her alma mater, having earned a second master’s in TESOL in 1994.

Professor Allen’s contributions to Rod Library and the profession have been numerous and it would be my honor to count her within the ranks of our emeritus colleagues. If you have any questions regarding her candidacy, please call or email me.

Sincerely,

Christopher Cox
Dean of Library Services, Rod Library, University of Northern Iowa
December 3, 2014

Dr. Timothy Kidd
Chair, Faculty Senate
University of Northern Iowa
Cedar Falls, Iowa 50613

Dr. Kidd:

The members of the Rod Library Faculty Senate, on behalf of the Library Faculty, endorse granting emeritus status to Barbara Allen, Associate Professor and Reference Librarian and Bibliographer.

Barbara Allen has been a library faculty member at the University of Northern Iowa since 1969. She has served as a reference librarian and as the bibliographer for Education, German Language and Literature, French Language and Literature, and other areas. Ms. Allen selected books, journals, and other information sources to promote study, teaching, and research in Education and in modern languages, and she coordinated the development of the Rod Library Reference Collection. She contributed to students’ and faculty members’ learning in these and other disciplines through the individual guidance she provided at the Reference Desk, through Research Consultations, and through class instruction.

On the basis of her contribution to the Rod Library, to the University, and to the library profession, the Rod Library Faculty Senate recommends that Barbara Allen be granted emeritus status.

Sincerely,

[Signatures]

[Signatures]

[Signatures]

Copy: Barbara Allen, Reference Librarian and Bibliographer
Jen Lyn Marshall, Head, Reference and Instructional Services
Katharine Martin, Head, Collections and Museums
December 3, 2014

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Chair, Faculty Senate
University of Northern Iowa
Cedar Falls, Iowa 50613

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[Signatures]

Copy: Barbara Allen, Reference Librarian and Bibliographer
       Jerlyn Marshall, Head, Reference and Instructional Services
       Katherine Martin, Head, Collections and Museums