

1998

AY 1997/1998 SEC meeting minutes: 1998-02-25

Faculty Senate

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SEC Minutes

25 Feb 1998

SENATE EXECUTIVE COMMITTEE

February 25, 1998

MINUTES

Present: Janet Moore, Lou Bowers, Ken Buckle, Ann Cranston-Gingras, Julian Dwornik, Lois Gonzalez, Larry Hall, Tom Kemp, Michael Knox, Sara Mandell, Christy Ponticelli, Trevor Purcell

President's Office: Navita James

Provost's Office: Thomas Tighe, Phil Smith, Donna Dickerson

President Moore called the meeting to order at 3:05 p.m. The minutes from the meeting of February 4, 1998, were approved as presented. Discussion was held regarding the dissemination of the minutes and it was decided to: (1) continue posting them to the web page, and (2) send them to the Senators via e-mail.

PRESIDENT'S REPORT AND ANNOUNCEMENTS (J. Moore)

President Moore announced the following items:

1. Dr. Charles Lindsey of Florida Gulf Coast University has been invited to the March 25, 1998, Faculty Senate meeting to discuss multi-year contracts. Dr. Gil Hutchcraft, President of United Faculty of Florida, has also been invited.
2. President Moore met with the Commencement and Convocation Committee which supports the commissioning of Dr. Harrison Covington, Dean Emeritus and Professor Emeritus of the College of Fine Arts, to design a new mace for the university. The fabrication of the new mace will be coordinated through University Graphicstudio.
3. Past President Knox gave a report on his informal and positive meeting with Chancellor Herbert. One item of interest was the Chancellor's plan to reorganize the Board of Regents (BOR) committee structure. This may make possible the Advisory Council of Faculty Senates' (ACFS) request that a special BOR standing committee be established on faculty academic issues. This committee would solicit faculty input about BOR activity before any action is taken.

PROVOST TIGHE

Provost Tighe gave an update on the I-4 corridor initiative. Money received last year has strengthened such areas as the business outreach function, medical technology endeavors, and the College of Engineering. A significant portion of the money was used to develop a grant matching program to generate research and training programs oriented toward economic development. The college deans have reported that the matching program has brought in 1.6 million dollars this year in cash or in kind contributions from the outside businesses invested in these collaborative research studies. In turn, .07 million dollars has been invested. In addition, Tampa General Hospital and USF have dedicated one-half million dollars (\$250,000 each) of I-4 corridor money in a cooperative project as start-up funds for a center of

cardiovascular research and technology. If USF receives additional funding next year, faculty will be solicited for proposals.

Provost Tighe announced that, according to the last Southern Association of Colleges (SAC) accreditation, USF does not have a review process of its library in place. In response to this, library directors conducted a self-study during which an internal review was done. Two consultants were also hired to examine the library. Their recommendations were: (1) for the Provost's office to conduct a thorough study of the adequacy of resources for the library, including a comparative study of salaries for staff both within the State University System (SUS) and other benchmark institutions; (2) to develop a policy governing the establishment of "niche" libraries, i.e., independent libraries that may grow out of an academic unit; and (3) to examine the organization of the library, especially toward consolidation and creation of a single Director of the University Library System. Provost Tighe has shared these recommendations with the Library Council. He will now create a group to review the results and plan implementation of these recommendations.

Provost Tighe gave an update on the gender discrimination lawsuit that has been brought against USF. The special salary enhancement request has been moved to the top of the priority two list for the BOR. If this request is not successful, a new parallel process would be attempted in which USF would try to identify some of its own resources to start a multi-year program of compensation.

Dr. Donna Dickerson, Special Assistant to the Provost, distributed a draft of the Table of Contents for the Faculty Handbook. Constructive feedback on the draft version of the handbook is being sought from the Faculty Senate, the general faculty, and administrators. The draft version is available on the web at <http://acad.usf.edu> for review and comments. The intent is to have a printed version, along with a web version that will be interactive, i.e., a virtual faculty handbook. A memo will also be sent to all faculty stating that a draft version of the handbook is on the web, invite them to review it, and send their comments to Dr. Dickerson by April 1, 1998.

Provost Tighe announced that the Dean searches for the College of Fine Arts and New College have closed. Lists of final candidates are being created at this time.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

Graduate Council

Chair Buckle reported that due to the lack of a quorum at the Graduate Council meeting held on February 16, 1998, no official business was conducted. Dr. Carl Riggs was present and gave a historical perspective on the Graduate School and graduate credentialing at USF. Graduate credentialing policies had been voted on by the Graduate Council and approved by the Faculty Senate when first instituted. Therefore, graduate credentialing policies and procedures can change with the approval of the Faculty Senate. In Dr. Riggs' view, it was necessary to establish strong graduate programs, particularly at the Ph.D. level, at USF during a period when the university was making the transition from an undergraduate to a research university. Secondly, Dr. Riggs indicated that SAC requires a delineation of graduate faculty from the general faculty of the university. Chair Buckle indicated that Dean Johnson will conduct a review of the accreditation issue and report back to the Graduate Council at its March meeting. In addition, Dr. Sue Shelley, last year's Graduate Council Chair, was asked to draft a position statement from the Graduate Council on the rationale for changes made over the past two years. This will attempt to address some of the issues that have arisen. The Graduate Council feels that there still needs to be an active, strong presence of the Graduate Dean's office in the management of Ph.D. dissertation committee chairs, but not of M.A. committee chairs. A Graduate Council report will be presented at the April Faculty Senate meeting.

Elections

Secretary Dwornik reported that the deadline for receipt of election ballots is March 5, 1998.

Committee on Committees

Chair Cranston-Gingras distributed a list of 1998/1999 Vacancies on the Standing Committees. A letter to all faculty and staff from President Castor will be mailed out next week soliciting nominations for university-wide committees

and councils. A meeting of the Committee on Committees (COC) will be held in time for the final Senate Executive Committee (SEC) and Faculty Senate meetings in April to present nominations.

Research Council

Chair Hall announced that in April the Research Council will be mailing out a publication of articles written for broad dissemination by university researchers. Dr. Hall requested suggestions for a title of the publication. President Moore suggested that the publication present articles written by researchers from each college. Dr. Hall indicated that the publication will be sent to industries and businesses so that people outside of the university will learn about the type of research occurring at USF. Discussion was held regarding the dissemination of the call for articles/papers to the faculty. A suggestion was made that future solicitations for articles/papers be sent out via e-mail to the Faculty Senators with an address for responses. President Moore recommended that the Research Council consider ways that all faculty will have more direct access to this opportunity in the future.

OLD BUSINESS

Since there was no Old Business, President Moore moved to New Business.

NEW BUSINESS

Discussion was held regarding the National Association of State Universities and Land-Grant Colleges (NASULGC) draft reports. President Moore indicated that the General Education Council, the Undergraduate Council, the Graduate Council, and the Instructional Technology Council have been asked to respond to these reports separately. Dr. Bowers reported that the Instructional Technology Council thought the technology sections had outdated definitions, so that Council will mention this in its report to the Provost. President Moore reminded the Graduate and Undergraduate Councils to review these reports and also forward a response to the Provost. Some comments by SEC members were that one report was vague and loosely written with no clear statement of its purpose. In other reports, the changing of certain terms was not favored by the SEC. Members recommended that more emphasis should be placed on the real values for learning beyond job training. Members were favorably impressed with positive comments in the reports, such as mention of the need for more recognition for their contributions and reward systems within each institution. President Moore asked that additional comments should be given to her by the end of the week so that a final response can be forwarded to the Provost by March 3, 1998.

The General Counsel's Proposed New/Revised USF Policies and Procedures were discussed and the following comments were recommended:

1) 0-106, USF Records - Public Records Law Compliance and University Record Confidentiality

Comments: It was pointed out that if a grievance has been filed by a faculty member, there is no charge for copies of the record, no matter the duplication and labor costs. This should be stated in the policy.

2) 0-107, Sunshine Law/Public Meetings

Comments: The question was asked for specifics on the length of time that records must be kept. Mention was made of Florida's Public Records Law in this policy. Does that law state such specific information? This policy should mention the length of time that certain records must be kept.

3) 6-015, University Fireworks Policy

No comments.

4) 6-016, Environmental Regulatory Compliance Procedures

Comments: This is a new policy and there was much interest in the compliance process and decisions requiring corrective action. It was recommended that a process for appealing a decision (made by the Division of

Environmental Health and Safety) requesting corrective action should be included so that a disagreement or error in judgement could be dealt with sooner. Otherwise, it appears that the college or department has no way of appealing a decision made by the Division of Environmental Health and Safety. While letter H refers to "further action," such action is after a 60-day period and does not refer to notification that may come from the college or department requesting reconsideration of a prior decision. The policy should state that all federal guidelines will be met.

Vice President Mandell distributed a report from the Sustained Performance Review Committee which met to determine the methods and procedures to be used in a sustained performance review. The report has been sent to all Deans to be disseminated to department chairs and faculty. President Moore pointed out that this report has not been sent to the Faculty Senate office. She requested that future documents from such committees and councils be submitted to the Faculty Senate office. Mr. Smith indicated that the Deans have been informed that instructions on how to put the performance procedures into place will be forthcoming. The reviews are to be completed by the end of the year.

Mr. Smith gave an update on the sabbatical option program. The resolution passed by the Senate on February 18, 1998, was consistent with the collective bargaining language in that applications for the two-thirds sabbatical pay would go to the Sabbatical Committee for review. He announced that awarding the two-thirds sabbatical pay option is not a feasible thing to do this year because the Sabbatical Committee has made all the final recommendations. The two-thirds sabbatical pay option will be phased in with the regular sabbatical process next year.

OTHER

The College of Education has invited the SEC to lunch on April 22, 1998 for a presentation of new initiatives in the college. It was decided to accept the invitation and to include the new SEC members if possible.

President Moore will be out of town on April 15, 1998, which is the same day as the last Faculty Senate meeting for the Spring 1998 Semester. Therefore, that meeting will be held on April 22, 1998, in place of the regularly scheduled SEC meeting.

The meeting was adjourned at 5:20 p.m.



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