

1998

## AY 1997/1998 SEC meeting minutes: 1997-12-03

Faculty Senate

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# USF Faculty Senate Archives

## SEC Minutes - 3 Dec 1997

**SENATE EXECUTIVE COMMITTEE**  
**December 3, 1997**

### MINUTES

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

Provost Office: Phil Smith

President Moore called the meeting to order at 3:05 p.m. The minutes from the meeting of November 5, 1997, were approved as submitted.

#### **PRESIDENT'S REPORT AND ANNOUNCEMENTS (J. Moore)**

President Moore announced the following items:

1. Provost Tighe will not be present today because he is attending a BOR meeting in Tallahassee, and Phil Smith will assist in the discussion of new business.
2. Senator Goldstein from the College of Medicine has resigned; therefore, a replacement needs to be found.
3. Dr. Stanley Gould has resigned as Chair of the Governmental Relations Committee. Dr. Kofi Glover has agreed to be the new Chair. The Governmental Relations Committee will meet next week to work on its charge and responsibilities.
4. There is an ad hoc committee on the use of university space. Tom Kemp will represent the Faculty Senate and report back to the SEC on its proceedings.
5. There is an ad hoc committee on the problem of food and drink spillage throughout university property. Julian Dwornik is serving on this committee for the development of a university policy on the matter.
6. The Sustained Performance Evaluation Committee (SPEC) has been formed and a list of the members is available from the Faculty Senate Office. Discussion was held about having a member of the Faculty Evaluation and Standards Committee (FESC), as well as a Faculty Senator, attend the SPEC meetings as an ex-officio. President Moore indicated that it would be appropriate for Dr. Kevin Archer, Chair of the FESC, to attend these meetings. Vice President Sara Mandell will serve on the SPEC on behalf of the elected faculty. Discussion was held about having a Senator as an ex-officio on the SPEC. As an elected member of the SPEC, Sara Mandell was asked to report back to the SEC on its proceedings.

President Moore asked the Faculty Evaluation and Standards Committee to review the procedures that are used for appointing and/or electing departmental chairs university wide. She has sent a written request to Chair Archer asking the committee to canvas the departments to obtain the pertinent information and send a report to the SEC.

President Moore reminded everyone that all Senators were asked to review the strategic planning process and give

their feedback to the Provost by mid-December.

President Moore stated that on December 4, 1997, from 1-3 p.m. there will be a public hearing via teleconference on the Chancellor Search for the SUS. Discussion was held as to why there were no university sites selected for the teleconference. President Moore indicated that there is an e-mail address to which she recommended people should send a message asking why university sites were purposely avoided.

President Moore distributed copies of the comments given by Judith Solano, Past Chair of the SUS Advisory Council of Faculty Senates, on the kinds of things that the ACFS is looking for in a Chancellor. President Moore will have an e-mail sent to the Faculty Senators encouraging them to respond to the Search Committee about which characteristics they feel would make a good Chancellor.

President Moore further stated that due to a conference she needs to attend, the next SEC meeting will be held on January 14, 1998.

## **REPORTS BY OFFICERS AND COMMITTEE CHAIRS**

Sergeant-at-Arms Ponticelli gave an attendance update. Senators that have missed one meeting to date have been notified of such by either e-mail, voice mail, or letter. These people have also been reminded of the by-laws regarding absenteeism; that is, after two unexcused absences, they will be replaced. Senator Ponticelli will make an announcement at the January meeting regarding absenteeism and the importance of Senators turning in their attendance cards to her.

### **Instructional Technology Council**

Chair Bowers announced that the council has decided to form a subcommittee to look at the strategic plan. This subcommittee has been assigned the task of writing a separate section devoted to technology and its use in the classroom at a distance. A joint force has also been formed with the Academic Computing Committee to look at how the technology fees, if and when they are passed, will be utilized by USF.

### **Research Council**

Chair Hall reported that all the funded grants have been put on the web.

### **Committee on Committees**

Chair Cranston-Gingras asked the SEC to consider Dr. Fred Eilers' nomination as Chair of the Bachelor of Independent Studies Committee. Because of Dr. Eilers' position as Coordinator of the Bachelor of Independent Studies Program, the COC and the SEC agree that it is a conflict of current policy for an administrator of the program to head the committee that monitors the program. President Moore has talked with Dr. Eilers and has recommended to him that the committee either rewrite the charge, or appoint him as an ex-officio member. Chair Cranston-Gingras will contact Dr. Eilers to reiterate President Moore's recommendation.

## **OLD BUSINESS**

Discussion was held regarding the Agenda for the Special Faculty Senate Meeting on December 10, 1997. This will be a meeting to discuss the proposed changes to the tenure and promotion guidelines. President Moore recommended that this meeting will give an opportunity for Senators to voice their thoughts about the proposed changes. She suggested having each proposed change on an overhead projector which would then be discussed by the whole group. President Moore asked for feedback from the SEC on their thoughts about the way the meeting should be conducted. It was decided that at the beginning of the meeting, President Moore will give the guidelines for the meeting. There will be 5 smaller groups dealing with 2 proposed changes each. Senators will be asked to choose the group in which they will participate. There will be a leader/moderator for each group who will give a report on its small group discussion. Following this, the floor will be opened for discussion about each item by first the small group and then the large group as a whole. The small group leaders will be Sara Mandell, Trevor Purcell, Julian Dwornik, Lou Bowers, and

Ann Cranston-Gingras. The intent will be to discuss and begin documenting the various views of the Senators on each proposed change, to be followed by future discussions by the SEC.

## **NEW BUSINESS**

On behalf of Provost Tighe, Phil Smith announced that in the spring there will be seed grants made available to faculty that will range up to \$15,000 each for research and study that will address economic development issues specific to the I-4 corridor project. Information will be forthcoming on the implementation of these grants in the spring.

Phil Smith reported on the sabbatical program. He emphasized that an addition is being proposed to the program, but that it does not involve any other changes. This is a response to a request that the Faculty Senate had made to the Provost to consider the development of an additional sabbatical program to serve faculty who have been at USF without a full paid sabbatical and who cannot afford to take a one-half pay sabbatical. Dr. Smith reviewed the provisions of the addition to the existing sabbatical program. He referred to a memo from Provost Tighe to President Moore, dated November 24, 1997, that outlines the additional option and its proposed features. This will add a sabbatical of 2 semesters with 2/3 pay to the present options for sabbaticals. The departments and colleges would have to pay for the sabbaticals from lapse funds, although each case generally varies.

Mr. Smith reiterated that although this represents a major addition to the current sabbatical program, it does not impact the current program, but provides another option. The sabbatical information is out for the 1998/1999 academic year. If there are no major problems with this plan, there is time to integrate it into the current sabbatical year. Mr. Smith also suggested that if there are problems with the proposal, the plan could be re-examined and implemented on a pilot basis next year. Tom Kemp recommended because of the fact that university librarians are not eligible for tenure, they should be added. Mr. Smith indicated that the Faculty Senate could pursue this issue if it chooses to do so.

Discussion was held as to whether or not this issue should be collectively bargained. Mr. Smith clarified that the addition being offered would not alter the sabbatical program currently reflected in the collective bargaining agreement. In order to implement such a program, it is not required that this be submitted to collective bargaining at the State level. It does, however, require USF to submit the program to the local chapter of the union which does have the option of consulting with the administration with respect to the provisions of the program. Past President Knox recommended that a formal motion and this proposal be taken to the Faculty Senate at its January meeting. This was agreeable to the SEC members.

President Moore asked if the members had any comments and/or recommendations for changes to the 7 proposed new/revised USF Policies and Procedures from the General Council. Past President Knox suggested that when matters of this nature come to the Faculty Senate, those items which fall under the charge of standing committees should be forwarded to the appropriate committee to review. Therefore, policies 2 and 4 should be forwarded to the Academic Computing Committee for its review and comment. Discussion was held regarding the language of USF's Americans with Disabilities Act (ADA). Past President Knox made the motion that the SEC recommend to Noreen Segrest that this policy be rewritten to reflect the appropriate language. The motion was seconded and unanimously passed. President Moore will also send a memo to Ms. Segrest stating that the SEC appreciated the format in which the policies were presented, and that the SEC encourages the General Council to send more as they are developed. Past President Knox asked that the Campus Signage policy include a statement that the corner of Bruce B. Downs and Fletcher be identified as an authorized location of the university. President Moore will include this suggestion in her memo to Ms. Segrest.

## **OTHER BUSINESS**

President Moore asked the SEC members what kind of statement they would like to make about areas to be included in the basic strategic directions of the university. She indicated that the intent is for the administration to identify a reasonable number of areas to be considered. Past President Knox feels that the SEC should be concerned about quality vs quantity. He felt that this group should think of some measures of quality in all areas of education so that everyone can see that USF has taken steps to move toward a quality education. It was agreed that this could be encompassed under the topic of "measures of a quality education of a university." Dr. Bowers indicated that the Instructional Technology Council will be recommending that the technology section is really focused on research and

the use of technology in the instructional process. President Moore asked the SEC members to let her know if there were any other topics to be considered.

President Moore announced that due to Professor Marc Defant's resignation, there is a vacancy on the Leadership Council. She would like to have a subcommittee meet with her after this meeting to review the current nominees. Discussion was held regarding the correct process for handling this request for a replacement. Past President Knox recommended that in order to have a new member in place for the January meeting of the Leadership Council, Navita James should use the remaining nominees that were previously approved by the Faculty Senate and were submitted to her in June. Ann Pipkins will inform Dr. James of the SEC's decision on this matter.

Discussion was held regarding a replacement for Senator Steven Goldstein who will be resigning at the end of January, 1998. Professor Ivan Barlow, from the COM, is the next in line for receiving the highest vote. Sergeant-at-Arms Ponticelli made the motion that Dr. Barlow be offered the appointment to fill the vacant position until the next election. The motion was seconded and unanimously passed.

The meeting was adjourned at 5:08 p.m.



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