

1999

## AY 1998/1999 FS meetings minutes: 1999-02-17

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# USF Faculty Senate Archives

## FS Minutes

17 February 1999

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### FACULTY SENATE MEETING

February 17, 1999

#### MINUTES

President Moore called the meeting to order at 3:08 p.m. The Minutes from the meeting of January 20, 1999, were approved as corrected.

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

President Moore's report included the following announcements:

- A memorandum was sent to members of the Bylaws Committee asking them to add the two newest Faculty Senate Standing Committees (Governmental Relations Committee and Faculty Evaluation and Standards Committee) to the Bylaws and to clarify the role of ex-officio members. A response to these requests will be presented later at this meeting.
- A letter was sent to the deans of the regional campuses asking for their support of Senators traveling to the Faculty Senate meetings in Tampa.
- President Janet Moore and Past President Michael Knox attended the Advisory Council of Faculty Senates (AFCS) meeting in Tallahassee on January 28 and 29, 1999. Items discussed with the other Faculty Senate Presidents from the State University System (SUS) were: Florida State University's proposal for a medical school and the possibility of raising the caps at other medical schools, such as University of South Florida (USF), the 12 categories of the SUS legislative budget requests, the Florida Virtual Campus, efforts to formalize faculty involvement in the Board of Regents (BOR) Council, and details about the Sunshine Law and its impact on tenure and promotion deliberations. The ACFS approved a resolution calling for sexual orientation to be an additional category for nondiscrimination in future Florida statutes to be recommended in the future by the BOR. The Minutes of the BOR meeting held on January 14 and 15, 1999, in Gainesville, Florida, are available in the Faculty Senate Office.
- Other State reports available in the Faculty Senate Office are the 1999-2000 Legislative Budget Request, the SUS of Florida 1999 Legislative Recommendations, and the Alternative Admissions to the SUS, November, 1998.
- At the Senate Executive Committee (SEC) meeting of February 3, 1999, Professor

Ram Pendyala, Chair of the Faculty Committee on Student Admissions, presented an update on the charge and activities of that committee. There was concern on the part of some SEC members that USF's percentage of alternative admissions is significantly higher than those reported for the University of Florida and Florida State University. A resolution was made by the SEC asking the Faculty Committee on Student Admissions to research the effects of placing a 12 percent cap on future alternative admissions at USF. The results of this research will be reported by the Faculty Committee on Student Admissions to the SEC in the near future.

- Dr. Derrie Perez has been appointed by the Provost to serve as Interim Director of the USF Tampa Campus Library.
- A report with the results of the visit to USF by representatives from the Office of Public Policy Analysis and Government Accountability (OPPAGA) will be available June, 1999.
- The Provost has announced a new competitive funding program for centers across the university, specifically called the Pilot Interdisciplinary Center Development Grants. The purpose of these grants will be to provide seed funding for interdisciplinary centers designed to enhance research and graduate education efforts. Funding for these grants will be at a maximum of \$80,000 to be expended over a two year period. The Provost will provide more on this new grant program during his report later in this meeting.
- From the Office of the General Counsel, the SEC received five proposed new or revised USF policies and procedures to be reviewed at the next SEC meeting on March 3, 1999. All Senators were encouraged to contact any member of the SEC to review and make recommendations for changes to these policies and procedures.
- The faculty position on USF's Enrollment Planning Steering Committee is vacant. Interested faculty should inform either President Janet Moore or contact the Faculty Senate Office.
- There will be an Open Forum after the March 17, 1999, Faculty Senate meeting by the Strategic Planning Task Forces. Senators will receive copies of the executive summaries from each task force in advance of this Open Forum. Full reports are available on the web site for Academic Affairs.

## **PRESIDENT CASTOR**

President Castor was not in attendance today due to a meeting with Chancellor Herbert in Tallahassee regarding the SUS and Legislative issues.

## **UNITED FACULTY OF FLORIDA (UFF) REPORT (Senator Surendra Singh)**

Senator Singh reported first on the following items which are under consideration at the State level:

- Article 5 - Academic Freedom and Responsibility. According to this article, faculty do not have any academic freedom as far as assigned services are concerned. However, faculty do have academic freedom to teach and do research, but if any other activity is conducted, it is not covered under Article 5. Therefore, this year the BOR and UFF have agreed to include academic freedom in assigned services.
- Article 6 - Nondiscrimination. Efforts are still being made to include sexual

orientation as an area not to be discriminated against. It is the understanding of the UFF that the BOR is agreeing to reopen this article under article 31.3 as soon as it has a legal decision.

- Article 22 - Professional Development Programs and Sabbatical. The BOR and the UFF agreed to remove the faculty at the Gulf Coast University from multi-year appointments and to make them eligible for sabbaticals. It was also agreed to increase the number of one semester, full pay sabbaticals from 1 for each 49 faculty to 1 for each 40 faculty.
- Article 23 - Salary. UFF Developmental Research School Employees agreed that faculty will continue to have consultation rights in terms of salary supplements. Under this article, UFF agreed that if the Legislature provides more than 3 percent funding, 50 percent would go into market equity and 25 percent would go into the Teaching Incentive Program (TIP) and Professorial Excellence Program (PEP). If the salary appropriation is less than 6 million, the funds will be distributed as market equity according to Section 23.4(a).
- Article 24 - Benefits. Under Section 24.6A2a (Phased Retirement Program) the UFF requested, and the BOR agreed, to reinstate the eligibility of employees formerly on 12 month appointments who enter the phased retirement program for five days of leave with pay.

At the local level, Senator Singh reported that some progress has been made to strengthen the due process rights and that the grievance process is progressing well.

Senator Singh thanked those who took the initiative to actively participate in other issues earlier this year. He announced that a consultation has been scheduled with President Castor on March 16, 1999, to submit a formal report on the progress that has been made and the difficulties that might arise in the upcoming months. Senator Singh will report on the consultation with President Castor at a future meeting.

## **PROVOST TIGHE**

Provost Tighe's report consisted of the following items:

- To date, 105 applications have been received for the position of Dean of the Lakeland Campus. For the Dean of International Affairs position, 90 to 100 applications have been received thus far. The screening process for these two positions will begin within the next week.
- School of Architecture Dean Alexander Ratensky will be resigning his position to return to teaching at the end of this academic year. A committee is being formed to conduct a national search for a new leader of the School of Architecture.
- As the third phase of the market salary equity, the salary enhancement program is in the process of being administered. The pool of money is approximately \$500,000 and will apply to everybody in the faculty pay plans. The process required construction of the correct data base. The main factors for awarding from this salary pool will be length of service, performance, and distance from the market. The enhancement program is scheduled to be completed by April 1, 1999.
- Information on the Pilot Interdisciplinary Center Development Grants has been sent to all deans and chairs with a request that all faculty receive a copy. The same information has also been announced on the web. The agreement worked out with

John Ruckdeschel, Director of the H. Lee Moffitt Cancer Center and Research Institute and Martin Silbiger, Vice President of the Health Sciences Center, was that matching base funding would be provided to the degree to which their faculty are involved. These grants are to provide a new opportunity for faculty who want to work together as a team to enhance existing collaborative efforts or renew research efforts. This new program is in response to USF being designated a Research I institution. The grants will probably start with the next budget year. The competitive applications will be reviewed by the Faculty Research Council of the Senate, with possibly some assistance from the Graduate Council.

- The Legislative budget requests from the BOR have gone forward to the Legislature. This year the budget included requests for initiatives over and above the basic funding of the SUS university. The effort this year was to define enhancement pool funds. Specifically, Chancellor Herbert has set aside 72 million dollars in Legislative budget requests -- 42 million dollars for the enhancement of undergraduate education and 30 million dollars directed toward graduate education and research enhancement. Chancellor Herbert views enhancement money in the form of one lump sum; that is, asking for amounts in a lump sum to cover specific enhancement. He would like to have the lump sum come from the Legislature and then, in turn, work with the universities to allow them the flexibility to decide what should be funded within those broad categories. This is very important to USF because it is the enhancement funding which will allow the opportunity to improve both undergraduate and graduate education. The principle is consistent with the philosophy of Chancellor Herbert in that he would like greater flexibility at the level of the Chancellor, the SUS, and the university.

Chancellor Herbert has indicated that the lump sum funding that he receives will be allocated based upon the a list of prioritized projects which were submitted by each university. This list of projects was generated by deans and department chairs. However, USF has expressed to Chancellor Herbert that it would like to receive its share of the lump sum amount to distribute as deemed appropriate. A final decision on this has not been made at this point. As part of his budget, Governor Bush has placed 30 million dollars toward enhancement in a lump sum form. A copy of the statement that lists the projects which are currently on the table for USF will be provided. At this time, this lump sum funding concept will have to go before the House and Senate for a decision.

Discussions between the university presidents have taken place on how the enhancement funding would be allocated. An allocation model was designed which included basic factors such as enrollment (the number of first-time-in-college students, full time equivalency figures, the value of degrees) and research. The end result of these discussions is if enhancement money came, what percent would be of USF's current budget base? For example, if the enhancement funding package was 74 million dollars, each university would receive 3.7 percent of its current base budget. If the money was distributed based upon the allocation model, USF would do worse than by the proportionate funding model. At present, the House and Senate will make a decision regarding the lump sum funding concept, and USF will receive enhancement money with some flexibility to use it for specific purposes.

- Another part of Chancellor Herbert's original concept was that there might be differential tuition funding across the universities. However, this year it will not be possible to work out a differential tuition funding model. On the other hand, Governor Bush did authorize in his budget a differential tuition funding to a 6.5 percent level. Due to the complexities of differential tuition funding to ensure fairness, no

discussions on the topic will take place this year.

- Another new concept that Chancellor Herbert is proposing is a different way of accomplishing enrollment funding by managing to hit a set target of enrollment by eliminating the concept of course so that there will not be a degree of toleration to be sustained over several years' period. That is, once a decision is made from the university at a certain target or planned level, the university would have two years to make that level. The Senate has made its first cut at a budget and has included a reduction in the entire system enrollment to actual level. That would be a reduction of 19.2 million dollars. In addition, the Senate would like to deduct 3.6 million dollars from alternatively admitted students. The good news on enrollment is that USF is in order and should not face enrollment funding reduction for the coming year. The Senate's initial budget did allocate 10 million dollars for TIP, PEP and merit increases. There is a plan to develop a new enrollment funding policy that will be reflective of the university's position which would have a greater amount of enrollment funding go to research universities for graduate enrollments.

## REPORTS FROM OFFICERS AND COMMITTEE CHAIRS

### a. Faculty Evaluation and Standards Committee Report (Chair Kevin Archer)

The Faculty Evaluation and Standards Committee (FESC) was formed approximately three years ago to have faculty input into how the processes of the TIP, PEP and post tenure reviews are put into effect. At today's meeting Chair Archer solicited input from the Senators in terms of comments with regard to any problems with the TIP, PEP, post tenure review, and the annual evaluations of tenure and promotion. He announced that there are two vacancies on the FESC, one in the College of Business and one on a Regional campus.

### b. Faculty Senate Elections (Secretary James Vastine)

Secretary Vastine announced that Faculty Senate nomination election forms were sent out and the deadline for receiving nominations has passed. He presented a breakdown of Faculty Senate 1999-2000 nomination election results as follows (the number of nominations is listed behind the vacancies):

College of Arts and Sciences	8 three-year seats (11)
College of Business Administration	2 three-year seats; 1 one-year seat(0)
College of Education	1 three-year seat (1)
College of Engineering	1 three-year seat (3)
College of Fine Arts	1 three-year seat (0)
College of Medicine	5 three-year seats (5)
St. Petersburg Campus	1 two-year seat; 1 one-year seat (2)
Sarasota Campus	1 three-year seat (2)

Ballots will be mailed later this week for the College of Arts and Sciences, College of Engineering, and the Sarasota Campus. Due to the fact that nominees will be automatically seated for the College of Education, College of Medicine, and the St. Petersburg Campus, no ballots will be mailed. There were no nominations received for the College of Business Administration and the College of Fine Arts. Secretary Vastine encouraged the Senators to vote for their colleagues in order to receive good representation.

President Moore reminded Senators that at the Faculty Senate March meeting, officer nominations will be accepted from the floor. She added that these Senate positions should be filled with proactive people and people who believe in faculty governance and can effectively carry out the duties of the office.

c. Bylaws Committee (Chair Fredric Zerla)

The Bylaws Committee consists of Senators Kelli McCormack-Brown, Leon Mandell, and Fredric Zerla. On February 3, 1999, President Janet Moore asked the Bylaws Committee to address two issues: (1) the addition of two new Faculty Senate standing committees, and (2) clarification of the term ex-officio as it applies to certain members of committees. The Faculty Evaluation and Standards Committee and the Governmental Relations Committee were added to the list of all Faculty Senate standing committees in Article V, Section E, of the *Bylaws to the Constitution of the Faculty of the University of South Florida*. As to the question of the meaning of ex-officio, the following quote was presented:

An ex officio member is not elected or appointed to a committee, but becomes a member when he is elected or appointed to a particular office. When an ex officio member ceases to hold office, his membership on the committee terminates and his successor in the office replaces him on the committee. ... An ex officio member has all the rights, responsibilities, and duties of any other member of the committee, including the right to vote. He is not, as is commonly believed, merely a consulting or advising member. He is a full-fledged working member of the committee; ... If it is desirable to have the president or some other officer act as consultant or advisor to a particular committee, he should be made an advisory or consulting member rather than an ex officio member.

*Sturgis Standard Code of Parliamentary Procedure, second edition*, pp 178-179. *Robert's Rules of Order* mentions the term ex-officio, but does not define it.

Chair Zerla reiterated that the term ex-officio means that a person is actually a full-fledged member of the committee by virtue of another office that is held by the individual. If a person is to act solely as an advisor, then that person should be called an advising or consulting member.

According to the Bylaws, these changes which were presented today will be voted on at the March Faculty Senate meeting.

## ISSUES FROM THE FLOOR

Senator Charles Arnade raised the issue of Senators' responsibility for serving on university-wide committees and councils, as well as participating in faculty governance. The issue of the sense that Senators' time is not valued and what could be done about it was discussed. President Moore recommended that if a committee member has an issue that is not being dealt with by his

or her committee, that member should contact the chair of that committee. Senator Leon Mandell indicated that some of the disenchantment reflects the feeling that faculty do not have any impact, causing a feeling of helplessness.

Senator Charles Arnade raised a second issue that in order to have more time at the Senate

meetings to take care of business, that a special meeting time be set aside for President Castor and Provost Tighe to give their reports to faculty. Provost Tighe indicated that although he would be willing to entertain the idea of meeting at a different time, he feels that the Faculty Senate meetings are an opportunity to discuss important issues. President Moore indicated that the SEC will discuss these issues. She also encouraged committees to meet and formulate ideas for action.

## **OLD BUSINESS**

There was no old business on today's agenda.

## **NEW BUSINESS**

### a. Ad Hoc Committee on University Conference Guidelines Report and Resolution

The Ad Hoc Committee on University Conference Guidelines was formed after an Issue from the Floor on problems with conference fees charged to students and faculty was brought to the Faculty Senate by Senator Charles Arnade on November 18, 1998. President Moore presented the following resolution from the committee:

At its meeting on February 4, 1999, the Ad Hoc Committee on University Conference Guidelines passed the following resolution as its recommendation for consideration at the Faculty Senate meeting on February 17, 1999:

**Whereas**, the primary mission of the University of South Florida is education, and

**Whereas**, the cohesive force which binds together the University Community is the desire for learning, and

**Whereas**, the intent of conferences and symposia held at the university is for the dissemination of knowledge,

**Therefore**, be it resolved that the Faculty Senate recommends that, wherever possible, special consideration, especially in regard to fees, be given to admitting USF students, faculty and staff to conferences and symposia offered by any USF entity. Furthermore, it is recommended that the University Community be encouraged to participate in conferences conducted by and at the University of South Florida.

A motion was made and seconded to accept the resolution as presented. There was a call to question and the motion was unanimously passed.

### b. Marshall Center Enhancement Workshop

President Moore received a notice from the Dr. Wilma Henry, Associate Vice President for Student Life and Wellness, that the Division of Student Affairs has recently established a Marshall Center Enhancement Workgroup to conduct a comprehensive study of the Phyllis P. Marshall Center (Marshall Center). Information on this workgroup was included with today's meeting materials. The charge of this workgroup is to study all aspects of the Marshall Center, including programming, facilities, operations, funding and marketing. The workgroup is expected to recommend how the Marshall Center can play a more significant role in strengthening student life at USF. In addition, the Division of Student Affairs would like to have faculty representation, and President Moore has been requested to recommend two

members from the Faculty Senate who would be interested in serving on this workgroup. Senators were asked to send their recommendations to the Faculty Senate Office.

c. Faculty/Staff Campaign (Co-Chair Andrian Cuarta)

Co-Chair Cuarta attended today's meeting to kick-off this year's Faculty/Staff Campaign (Campaign) and ask for the Senators' support. This is the 26th year of the Campaign which includes 1,600 scholarships. The goal for this year's Campaign is to raise \$300,000, which will go to meeting the capital campaign. Thus far, the Campaign has already raised over 2 million dollars in scholarships, awarded over 638 USPS scholarships, increased the library fund by over \$100,000, and has established an additional faculty/staff scholarship fund for which \$76,000 has been generated. All the money that is raised is kept in-house for scholarships. Although the Campaign is trying to increase the giving levels, concentration is actually on participation at any level. The three levels of giving are: (1) Academy Society for donating a \$1,000 and above, (2) the Literary Society for under \$999, and (3) the Green and Gold Society which is \$250 to \$400. The Campaign ends April 14, 1999.

There being no further business, the meeting was adjourned at 4:45 p.m.

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