

1999

AY 1998/1999 FS meetings minutes: 1998-09-09

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FS Minutes

9 September 1998

FACULTY SENATE MEETING

September 9, 1998

MINUTES

President Moore called the first meeting of the Faculty Senate for the 1998/1999 Academic Year to order at 3:05 p.m. A welcome was extended to the new and returning Senators. The first order of business was a moment of silence for Dr. Cleon Capsas, Division of Languages, who passed away on August 31, 1998. The minutes from the meeting of April 22, 1998, were approved as presented.

PRESIDENT'S REPORT AND ANNOUNCEMENTS (J. Moore)

President Moore's report included the following announcements:

- Both summer graduation ceremonies were well attended. This was the fourth year for summer graduation ceremonies at the University of South Florida (USF) at which 1,750 degrees were conferred, including 56 Ph.D.'s and 160 undergraduates graduating with honors.
- The university has accepted and approved the design presentation of a new mace being created by Dean Emeritus Harrison Covington. The new mace is expected to be completed this semester.
- As a member of the University North Transportation Initiative (UNTI), Senator Fredric Zerla has informed President Moore of several forthcoming initiatives that should ease traffic and parking congestion throughout the university. Some of the changes include rerouting the flow of present traffic patterns, the addition of other major parking facilities as new buildings are built, and more shuttle bus circulators on campus and in neighborhoods surrounding USF. Senator Zerla was thanked for his detailed report and his voluntary work in assisting the university in addressing these issues.
- A Faculty Senate 1997/1998 Annual Report was completed this past summer. This report is a record of the minutes of the Senate Executive Committee (SEC) and the Faculty Senate meetings, and final reports from the Faculty Senate Standing Committees and Councils. The report includes important issues and actions taken by the committees and councils and can also serve as a reference point for understanding the status of on-going issues.
- The Faculty Senate Office keeps up-to-date records of membership charges and reports, not only for the Standing Committees and Councils, but for the University-

Wide Committees and Councils as well. The faculty constitution specifies that all the University-Wide Committees and Councils should routinely submit minutes of their meetings to the Faculty Senate Office. Committee and council chairs are encouraged to review their charges and update them as needed. The Faculty Senate Office should be notified of any vacancies and changes in designation of officers.

- Among the materials distributed at New Faculty Orientation on August 19, 1998, was an updated version of the *University of South Florida Faculty Handbook*. Chapter 3 of the handbook is a new chapter that outlines faculty governance, and the Appendix is a copy of the Constitution of the Faculty of the University of South Florida.
- Faculty Senate Vice President Julian Dwornik has been appointed as Faculty Senate representative on an external task force to review the College of Public Health Department's Health Policy and Management.
- Faculty Senate Member-at-Large Suresh Khator has been appointed as Faculty Senate representative for the University Community Campaign this year.
- Senator Sandra Robinson-Waldrop, from the College of Fine Arts, will serve as the faculty representative for the USF Pride Team. The purpose of the Pride Team is to increase USF's spirit and pride among the faculty and staff.
- The SEC has met and discussed the status of the Publications Council. Reference was made to a memorandum dated June 10, 1998, addressed to Provost Tighe from Gary Olson, Interim Director, Publications Council, which outlines the changes that were discussed last year and put into action this summer. The SEC reviewed the items listed in the memorandum and, specifically, has determined that there is no longer a need for a director of the Publications Council. The Publications Council still exists under basically the same charge, and the current chair is Dr. Tom Massey.
- Senators received a list of USF's approved degree programs which was excerpted from the "1998-2003 SUS Strategic Plan: List of Academic Degree Programs for Exploration, August 4, 1998". The list includes 9 bachelor, 11 master, and 7 doctoral degrees. This list of degree programs has been approved for exploration by USF. A complete list of programs which was submitted for all the universities within the State University System (SUS) is available at the Faculty Senate Office.
- The SEC reviewed the status of the revisions to the Tenure and Promotion Guidelines including their final approval by the United Faculty of Florida (UFF) this summer. These guidelines are in place now and will apply to new faculty.
- The selection process for the strategic planning task forces took place during the summer. Each task force will be chaired by a faculty member and co-chaired by an administrator. The co-chairs have been designated and identification of the membership of the task forces is underway. In general, the task forces will discuss strategic planning on their focus areas and will report their recommendations by the end of this semester. These recommendations would be shared with everyone before any processes would actually take place. On September 23, 1998, at 4:15 p.m. in the Marshall Center Ballroom there will be a kick-off for the university strategic planning effort. Senators were reminded that the actual task force topics were developed with faculty and administrative input last year, including several key recommendations that came directly from the Faculty Senate. Senators were encouraged to attend the kick-off and to participate in the strategic planning process.
- The SEC has approved a request by Undergraduate Council Chair John Robison to

extend the General Education Council's membership and functions for one more semester while Undergraduate Dean Sullins confers between the Undergraduate Council and the General Education Council on how to make the new Liberal Arts Committee work in the most effective manner.

- The SEC is currently reviewing new proposed policies for Academic Renewal I and II and a revision to the University Honors Policy. Once these proposed policies have been reviewed by the SEC, they will be brought to the Faculty Senate for approval.
- Senator Victor Peppard and Senator James Lewis have been nominated to serve on a Faculty Advisory Committee for International Affairs. The purpose of this committee is to advise the Provost on matters related to the leadership of the international efforts at USF. • After conferring with the SEC, President Moore appointed four Senators to serve staggered three-year terms on the Governmental Relations Committee. The Senators are Vice President Julian Dwornik, Senator Mitchell Silverman, Senator Elton Smith, and Senator Alvin Wolfe. The continuing members of the Governmental Relations Committee serving as faculty at-large are Professor Navita James, Professor Sara Mandell, and Professor John Richmond.
- The Distinguished University Professor Guidelines were reviewed by the SEC for clarification. The new guidelines have been distributed to deans and directors and will be in effect this year. A copy of these guidelines is available in the Faculty Senate Office.
- The SEC reviewed 7 new rules and policies from the Office of the General Counsel. These rules and policies are available in the Faculty Senate Office.
- The fall schedule for *Grassroots USF* community open forums was distributed to Senators. This self-directed, self-motivated group, comprised of 50 faculty, staff, and students, would like to build a stronger sense of community at USF. Senators were encouraged to attend and become a part of this effort to build community.

PRESIDENT CASTOR

President Castor welcomed everyone to a new Faculty Senate Academic Year and thanked President Moore for dutifully working with the administration. She also indicated that she is looking forward to the development and the completion of the new mace.

President Castor announced that on Thursday, September 10, 1998, the Board of Regents (BOR) will begin a two-day meeting at which they will consider the adoption of a new five year master plan which includes a new classification of the ten State universities. The good news is that USF is grouped along with the University of Florida and Florida State University as a Research I institution. This grouping is due to the recommendations and analysis conducted by Chancellor Herbert, who has investigated a new categorization of institutions. Some of the criteria the Chancellor reviewed were size, number of Ph.D. degrees awarded, external research from all sources, and level of endowments. USF ranked highest in head count, second in the level of endowments, and second in external research. For these reasons, the Chancellor recommended that USF receive this recognition as a Research I institution in the SUS. Although this recognition does not come with guaranteed funding, it does promise that when USF goes back to the Legislature this year, the Chancellor will have a new area of the budget specifically designated for research funding. President Castor emphasized that there is a far greater recognition of the I-4 Corridor as a connection between research and economic development. She believes these groupings will fuel new interest on the part of the Legislature in helping all of the universities, particularly those that have the Research I designation. In addition to the Research I designation, the

master plan will also list the new proposed degree programs.

Dr. David Carr was introduced as the new Faculty Assistant to the President. Dr. Carr is a member of the History Department and now a resident faculty member at the Bayboro campus. His appointment will be helpful in not only showing an increase in the collaboration with faculty, but also with issues at the regional campuses. Part of the master plan strategy for the year ahead places new emphasis on increasing access among the State universities, particularly at the regional campus level.

President Castor announced that enrollment figures for this year are just about where they were last year. Freshmen first time in college (FTIC) enrollment is up, and transfer student enrollment is down. Every community college within our district, except for Pasco Community College, is down in enrollment, which means that the enrollment of transfers will be declining. This is the first time in USF history that the number of FTIC's outnumber the transfer students. Tampa campus college enrollments are slightly up; regional campus enrollments are slightly down, with the exception of the programs in Pasco/Hernando Counties due to the new program offerings in those areas. Honor student enrollment is up significantly, and New College has reached an all time high level of 626 students.

In an attempt to find a way to spotlight the publications of USF faculty, a new theme called "USF Year of the Book" has been announced. This new theme will be featured in various receptions, discussions and lectures throughout the academic year.

During the past eighteen months, USF has been undergoing a self-study of its athletics program for reaccreditation. Later this month there will be a site visit by the National Collegiate Athletic Association (NCAA).

The new elementary school on campus, Pizzo Elementary School, has 850 students enrolled this year. In addition, USF's charter school is open at the Museum of Science and Industry (MOSI).

The Psychology CID building will be under construction by the end of December. Ground-breaking for the WUSF television facility will take place in February. The Center for Humanities on the Bayboro campus will be under construction during the late spring semester. The Pediatrics Research Center at St. Petersburg campus will be under construction at the same time. At the BOR meeting on September 10, 1998, there will be the adoption of a special Legislative request for nonrecurring funds for major repairs and renovation.

The Faculty Senate will be addressed later this fall about the Capital Campaign.

Regent Dennis Ross, a graduate of USF, will become Chair of the Board of Regents.

PROVOST TIGHE

Provost Tighe indicated that he shared President Moore's appreciation of the new Faculty Handbook, as well as the fact that it reflects strongly the principle of faculty governance. He gave special recognition to Vice Provost Tennyson Wright and Dr. Donna Dickerson for taking the initiative to assume responsibility of a much needed and long overdue task of updating the Faculty Handbook.

In regard to the strategic planning process, the Provost added to President Moore's detailed report that, thanks largely to Vice Provost Catherine Batsche, the task of constructing the task forces is almost complete. A list of co-chairs will be announced shortly. Provost Tighe reported that approximately 250 responses were received from faculty and staff to volunteer

their services on the task forces. From the beginning of this process, it was planned to carry out the process in a timely manner, especially in the categorization of the university and the import that this recognition affords USF. Provost Tighe indicated that preliminary recommendations from the various strategic areas should be ready by the end of Fall Semester with the whole process complete by next year.

Provost Tighe reported on the Ad Hoc Advisory Committee of International Affairs. A consultant was brought to campus approximately one year ago to advise USF on how it can best strengthen the internationalization of the university. The consultant's recommendations were presented to a faculty forum last year during which time the bulk of the recommendations were supported. The Provost would now like to take the next step and form an advisory committee to proceed in the implementation of these recommendations. Central to the consultant's recommendations is the examination of the existing array of USF programs, services, and activities of International Affairs toward providing better coordination and coherence. In order to do that, the advisory committee would look at those units that are at International Affairs and advise how best to organize and fund them. In addition, an individual would be hired to provide leadership to the program. The Provost indicated that he anticipates being able to report back to the Faculty Senate on the status of this project by the end of this semester.

As part of the strategic planning process for USF, approximately one year ago the Provost, with the assistance of Vice President Silbiger of the Health Sciences Center (HSC), created the Research Strategic Planning Committee. The committee's charge was to examine how to assure that the university maintains its balance of teaching and research activity. The composition of the committee includes the Chair of the Research Council, as well as faculty from the university and the HSC. The committee is co-chaired by Vice President of Research George Newkome and Dean of the Graduate School Dale Johnson. In the materials for today's meeting, Senators were provided a copy of the Research Strategic Planning Committee's Interim Report presented to Provost Tighe and Vice President Silbiger, dated June 9, 1998. This interim report has been reviewed by Provost Tighe and Vice President Silbiger. The Provost said that the recommendations are on target, and the committee has been asked to continue to work throughout the Fall Semester on addressing the remaining charges.

UNITED FACULTY OF FLORIDA REPORT (Senator Surendra Singh)

Senator Surendra Singh had to leave the Senate meeting early in order to teach a class in Lakeland. Therefore, a United Faculty of Florida report was not given.

REPORTS FROM OFFICERS AND COMMITTEE CHAIRS

a. Secretary (Senator James Vastine)

Secretary Vastine reviewed the Senate vacancies that currently exist in each of the colleges. He emphasized the importance of filling these vacancies and suggested that Senators recruit colleagues from their appropriate college.

b. Committee on Committees (Chair Barbara Loeding)

Chair Loeding welcomed Professor Martha Harrison and Professor Roger Peters as new members of the Committee on Committees (COC). Nominations are currently being solicited to fill vacancies on the Standing Committees of the Faculty Senate. She asked the Senators to encourage their colleagues to apply for membership on committees and councils that have vacancies within their college. The deadline for

receipt of nomination forms is Friday, September 18, 1998.

ISSUES FROM THE FLOOR

There were no issues from the floor to be discussed.

OLD BUSINESS

Teaching Incentive Program (TIP) and Professorial Excellence Program (PEP)

President Moore announced that new TIP and PEP guidelines are forthcoming. It is anticipated that there will be approximately 55 TIP awards and 43 PEP awards. The floor was then opened for Senators to ask questions of the Provost pertaining to the draft guidelines for the TIP and PEP awards.

The first question was how does a faculty member find out how many student credit hours (SCH) a course generates? Vice Provost Phil Smith answered that detailed information will be sent out to the deans. The information will include a history of the last three years' SCH statistics, showing the median and mean for each department, and what each individual faculty member did by semester (i.e., number of SCH and number of sections taught).

Discussion was held regarding the inclusion of non-degree seeking education training and whether or not it is included under the criteria for eligibility for a TIP award. Further research will be conducted by Vice Provost Smith into whether or not this issue is covered under eligibility.

Clarification was asked as to exactly when a faculty member can apply for a TIP award. Vice Provost Smith replied that an individual is eligible for a TIP award after that individual has completed 3 years of service.

Vice Provost Smith announced that the Provost's office is working on revisions to the guidelines based upon feedback received from faculty; therefore, there will be adjustments to the time line.

The TIP guidelines state that material in each applicant's portfolio is to be evaluated by the same number of reviewers in each unit. However, it is not stated that it will be the same reviewers. The question was raised as to whether or not this statement will remain in the guidelines. In addition, it was recommended that a procedure for reviewing an applicant's portfolio for a TIP award be more equitable. The Provost responded that various means of handling large numbers of applications to review were explored and this system appeared to be the best.

NEW BUSINESS

a. Election of 1998-1999 By Laws Committee

The Constitution of the Faculty calls for three Senators to be nominated to serve a one- year term on the By Laws Committee. The purpose of the By Laws Committee is to propose to the Senate changes in the By Laws and Constitution. Members are nominated from the floor with the term effective at the beginning of the Fall Semester 1998. President Moore asked for three nominations for the By Laws Committee to serve a one-year term. Senator Kelli McCormack-Brown (College of Public Health), Senator Fred Zerla (College of Arts and Sciences), and Senator Leon Mandell (College of Arts and Sciences) were nominated. A motion was made and seconded to accept these nominations, and the motion was unanimously passed.

b. Research Strategic Planning Committee

President Moore opened the floor to discussion and comments on the Interim Report of the Research Strategic Planning Committee. The question was asked if this report was a draft set of recommendations. Provost Tighe's response was that the committee had completed the first phase of the charges and these are their recommendations with respect to the specific issues which are covered in this report. He indicated that he views this as being the final report with another section of the report to come. Therefore, this is not a draft but a report on this segment of the charges.

A second question pertained to the initial charge for the Research Strategic Planning Committee. The Provost read excerpts from the letter addressed to the committee members that outlined the assigned tasks. The organizing question was how to maximize the current investments of university resources in a research enterprise. Central to the resolution in this question is to be the development of criteria for areas of investment in evaluation of outcome. The committee was asked to first develop and apply this framework and bring recommendations on the following, specific topics:

- (1) sources -- including amounts of support funds available within colleges, campuses, etc.;
- (2) findings -- existing practices for supporting faculty research startup and continuing faculty research activities;
- (3) infrastructure needs for a productive research environment;
- (4) a process for identifying existing research areas and potential strengths with emphasis on the natural and health sciences;
- (5) policies/procedures to bring greater consensus to faculty research efforts;
- (6) technology transfer policies and processes and coordination of graduate education and research.

Finally, the committee was asked to formulate, make recommendations and seek input broadly from our faculty to be shared, which is what the committee is doing with this interim report. Provost Tighe indicated that the committee has made it clear to him that this university should make provisions for the support of scholarly enterprise in areas that do not have the opportunity to generate funds.

Discussion was held regarding Recommendation 1 of the Interim Report: "A Research Board should be established to direct the coordinated investment of university resources in all research activities." Since most of the members of the Research Board will be people with administrative titles, the recommendation was made from the floor that it would be more appropriate to have additional faculty representation clearly spelled out in this charge. Also, faculty concern was expressed about 1 b) "evaluate broad outcomes and revise allocations in the context of these goals and priorities." The opinion was presented that to allow the Research Board to have the authority to "toy" with a system that has been so successful would be a mistake at this point. Provost Tighe's response to the first comment was that having the Chair of the Research Council as a member of the Research Board is critical because that faculty member is in contact with the Research Council as a whole; therefore, this should create an affirmative context for meeting with the faculty before the board does its

deliberations. The Provost also indicated the importance of having a Board that can provide coordination, which is also part of the Research Strategic Planning Committee's recommendation. In response to the second comment, the Provost responded that the current system of dealing with allocations was not changed in any way. He emphasized that these were only recommendations at this time.

The following discussion was held regarding Recommendation 8: "In prioritized areas, the goal of the University of South Florida should be to increase graduate assistant compensation to 10% above the peer average by discipline." The question was raised as to how the areas will be prioritized? Provost Tighe responded that one of the charges of the Research Strategic Planning Committee was to recommend a process for identifying these areas, but the Committee has not yet dealt with that charge. Dean Dale Johnson, co-chair of the Committee, added that one of the things the Committee has been charged with this fall is to produce a framework to look at all areas of income to determine criteria to use in prioritizing areas in response to Recommendation 8.

The question was asked as to whether or not it would be possible for faculty to receive the indirect cost expenses for last year. Provost Tighe indicated that the information could be put on the web. The point was made that none of the recommendations from the Research Strategic Planning Committee address how to create healthier indirect costs. Discussions in this area were nonconclusive at this time.

President Moore encouraged the Senators to interface with and express their concerns and issues to the members of the Research Strategic Planning Committee. A list of the members on that Committee will be provided by request to the Faculty Senate office.

RECEPTION ANNOUNCEMENT

President Moore announced that after today's meeting, everyone is invited to a reception hosted by the Provost to welcome new Senators.

The meeting was adjourned at 5 p.m.

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