

1999

AY 1998/1999 SEC meeting minutes: 1998-12-02

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SEC Minutes

2 December 1998

SENATE EXECUTIVE COMMITTEE

December 2, 1998

MINUTES

Present: Janet Moore, Andrew Cannons, James Carey, Julian Dwornik,
William Janssen, Michael Knox, Barbara Loeding, Gene Ness, John
Robison, James Vastine

President's Office: David Carr

Provost's Office: Catherine Batsche

Guests: Angela DeBose, Robert Sullins

The meeting was called to order at 3:03 p.m. The Minutes from the November 4, 1998 meeting were approved as presented.

PRESIDENT'S REPORT AND ANNOUNCEMENTS (J. Moore)

President Moore's report consisted of the following announcements:

- The State University System's (SUS) Strategic Plan was adopted at the Board of Regents (BOR) meeting on November 19, 1998. The University of South Florida (USF) is now designated a Research I category. Some of the highlights of the goals of the SUS strategic plan are: to improve the quality of undergraduate education, to provide adequate access to undergraduate and graduate education, to increase degree production at all levels, to enhance public and private partnerships, and to enhance public education at all levels (particularly early childhood education). The entire strategic plan is available on the Internet, as well as in the Faculty Senate Office.

PROVOST'S REPORT (C. Batsche)

Vice Provost Catherine Batsche presented a report on behalf of Provost Tighe who was unable to attend today's meeting. Her report consisted of the following items:

- Currently, students register for Fall Semester during the summer terms. The timing of registration often causes scheduling problems for chairs, as well as faculty when someone is needed to teach an additional course at the last minute. The current process is not helpful for students because often the faculty who will be teaching the fall classes are not available in the summer when registration is occurring; therefore, there is limited advisement by faculty during the summer. The administration felt that it would be a more effective system for everyone if the timing of fall registration was

moved from its current time during the summer to Spring Semester. The original proposal was to make the change effective with the Fall 2000 Semester, but the deans and associate deans felt the benefits were so important that the change should be implemented for Fall 1999 Semester if possible. Department chairs were contacted for their opinions, and the consensus was that most were in favor of making the change as early as possible. However, due to the technological aspects of moving the registration process, the change will not occur until the fall semester 2000. One problem is that the academic history for each student is being upgraded by the Banner system which is also the system that handles registration. In addition, the university is also bringing on board the Global Employment System (GEMS). With these two projects being undertaken simultaneously it will be too risky to introduce another major technology project. Therefore, the timing of the registration change will be delayed until Fall 2000.

John Robison asked if the students will have to pay their fees at the time they register in the spring. Vice Provost Batsche responded that the Office of Financial Aid is working on a new time line for fee payment so that it does not interfere with financial aid. Therefore, the registration date would be different from the time payment date.

John Robison suggested that if registration is changed, the Provost's Office reconsider their timetable for sabbatical applications which has an impact on who is teaching if people have to have a list of on-going courses submitted by January. Vice Provost Batsche responded that she will pass this suggestion on to Assistant Vice President Kathleen Moore who handles sabbatical applications.

Past President Michael Knox raised the issue of not using social security numbers in the system as a form of identification. Several years ago the Faculty Senate took a strong stand asking for some other method of identification. He personally suggested that people's full names, followed by the four digits of their birth date and month, be used. Vice Provost Batsche indicated that she would share this concern with Dr. Laurey Stryker, Vice President of Budgets and Human Resources.

David Carr added that at the State level the computer system will be changing over during the next two years. He indicated that this could also add to the confusion of all the other changes taking place.

Vice Provost Batsche expressed her appreciation to the department chairs for their willingness and cooperation to consider the proposal to change the timing of Fall 1999 student registration.

- Provost Tighe has received a report from the Faculty Advisory Committee on International Affairs. This report addressed the issue of the appropriate title for the person who would provide leadership to the university in the area of International Affairs, and what would be the unit and groups that would compose the unit that would report to this individual. The report reflects the responses of the interviewed people who were key to the project and who would be affected by the project, as well as the discussions of the committee as a whole. The major outcome was the recommendation from the Faculty Advisory Committee that a person with the title of Dean be appointed to be the head of an international unit. The nature of the committee's discussion of that title dealt with whether or not there should be a Dean or an Executive Director in charge of the unit. The Faculty Advisory Council Committee felt the title of Executive Director did not accurately reflect the important curricular aspects of the position thereby, giving the position more of an administrator role and less of a leadership role. The idea that the person would have the

responsibility for academic programming and services, as well as frequent interaction with the Council of Deans, warranted the title of Dean. This title would also attract individuals to apply for the position who have an academic emphasis.

Vice Provost Batsche indicated there was more discussion and a less consistent vote in favor of the title of the unit. One line of thought was that this unit should have a forward-looking title and should not have a traditional title that characterizes the unit. Rather, with entering the year 2000, some members of the committee wanted to take this opportunity to reflect the committee's visionary expectations for International Affairs. The title recommended was the Institute for Global Studies and International Services as opposed to something that would be more traditional such as the Office of International Affairs. The Dean will report directly to the Provost. The areas that will report directly to the Dean are: the International Student and Scholar Services, Overseas Studies and Exchanges, Center for Africa and the Diaspora, Latin American and Caribbean Studies Program, and the USF Linkage Institutes. Areas that will not report directly to the Dean are: English Language Institute, area studies, and disciplined-based programs.

The committee also prepared a draft job description and announcement which was included in the report to the Provost.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

a. Graduate Council (Chair Andrew Cannons)

Chair Cannons presented the amended Graduate Certificate Studies Policy which was discussed at the November 4, 1998, SEC meeting. The Graduate Council has incorporated recommended changes and considers this version the final policy. Discussion was held. Chair Cannons made a motion that this Graduate Certificate Studies Policy be presented to the Faculty Senate at its January meeting. The motion was seconded and unanimously passed.

b. Sergeant-at-Arms (Chris Ponticelli)

Sergeant-at-Arms Ponticelli was not at today's meeting, so President Moore reported on her behalf. A Senator from the College of Business thought that his term had expired, therefore, he has not been attending Faculty Senate meetings. Discussion was held. James Carey recommended that if this person has a history of attending Faculty Senate meetings, he should be asked to return to active status. President Moore will encourage the Senator to attend in order to represent the College of Business.

c. Undergraduate Council (Chair John Robison)

Chair Robison revisited the issue of the General Education Council (GEC) becoming a part of the Undergraduate Council. He distributed a one-page handout containing the charge for the Undergraduate Council, along with questions and suggestions pertaining to the General Education Council/Liberal Arts Committee. Although this issue has been discussed by the SEC, it has never been presented to the Faculty Senate. Chair Robison pointed out that if last year's model is followed, the GEC would become a Liberal Arts Committee which would be equivalent in size to the Undergraduate Council even though it would be a part of the Undergraduate Council. In addition, the Undergraduate Council would consist of 18 faculty members and nine of them designated as members of the Liberal Arts Committee. Chair Robison asked for reactions to the suggestions he presented, especially those pertaining to the

membership size and composition.

Dean Sullins pointed out that up until now the membership has not been an issue, but that the faculty needs to really think about how important it is to have an advocacy body for the General Education/Liberal Arts curriculum that has that as a primary function. The Liberal Arts curriculum is university-wide, is representative of all the colleges, but it has no advocacy body such as a department or college unlike other undergraduate curriculum. Dean Sullins stated that the Undergraduate Council will recommend that the GEC continue as it currently exists through next term, so whatever happens will be put into place next fall. He reiterated that it is up to the faculty.

Past President Knox pointed out that the Undergraduate Council is the only legitimate council that represents the faculty. Several years ago the decision was made by the SEC that the GEC should be folded in under the Undergraduate Council. The structure of the GEC is driven by the charge of the Undergraduate Council. When the current GEC membership expires in the fall, it can start fresh with a new charge approved by the Faculty Senate. Dr. Knox emphasized that the structure and operation of the Undergraduate Council needs to be made a legitimate process to represent the faculty, eliminate redundancy, eliminate the possibility of one group approving and another one not approving a course. The current members could be grandfathered in until their terms naturally expire and then work on the size of the Undergraduate Council that is actually needed.

Chair Robison announced that the Undergraduate Council is having a special meeting on Monday, December 7, 1998, to discuss this issue. He asked that any guidance and/or ideas on what the SEC members think the general make-up should be based upon the suggestions that have been made should be forwarded to him.

d. Research Council (Chair Gene Ness)

The Research Council funded 27 Research Creative Scholarship Awards and 32 international foreign travel awards this cycle. Another activity of the Research Council has been the publication of Inquiry Magazine. Articles for this publication are being solicited.

OLD BUSINESS

a. Review of Five Year Academic Calendar (Angela DeBose)

University Registrar Angela DeBose attended today's meeting to receive comments and answer questions pertaining to the 1999 - 2003 Academic Calendars. She pointed out that these calendars meet the BOR requirement for 220 instructional days, including final exams. Classes also begin within the required guidelines. The 1999-2000 calendar begins on Tuesday, January 4, 1999, because the extra day is needed for late orientation and registration. Dean Sullins pointed out that graduation ceremonies are now held after final exams have ended. The BOR and community college board rules on the start/stop dates are coordinated with USF's calendars. Ms. DeBose indicated that the Fall and Spring Semesters need at least 79 days of instruction, excluding holidays and including finals week. A possible discrepancy was pointed out on the number of weeks for the 2001 and 2002 academic calendars, with 2002 showing one week more of classes. Ms. DeBose will review this discrepancy.

Past President Michael Knox brought up the issue that faculty should be more

involved in the planning process of the academic calendars. Discussion was held. Dr. Knox recommended that the Registrar's Office should analyze and make the faculty aware of how the calendar might affect their course planning.

b. Committee/Council Reports

President Moore asked if the three Faculty Senate Standing Committees chairs that did not report at the November 18, 1998 Faculty Senate meeting should be asked to do so during the Spring Semester. Discussion was held. A motion was made to invite the chairs of the three standing committees that did not give a report at the last Faculty Senate meeting to do so during the Spring Semester. The motion was seconded and unanimously passed.

NEW BUSINESS

a. Conference Fees for Faculty and Students

Under Issues from the Floor at the Faculty Senate meeting on November 18, 1998, a motion was passed that the SEC should look at the process of charging conference fees for USF faculty and students and make a decision about how to deal with it. President Moore would like to have an ad hoc committee to look at the issue. Discussion was held, and it was agreed that it would be worthwhile for an ad hoc committee to review the process by which university conference fees are determined. Past President Michael Knox suggested that people from different areas (i.e., Athletics Department, College of Medicine, College of Fine Arts, Educational Outreach) be included on the ad hoc committee. Past President Knox made a motion to expand the scope of the ad hoc committee to include all university events for which a fee is charged and appoint, not only the faculty who spoke at the Senate meeting, but representatives from other disciplines and those entities who actually sponsor events. The motion was discussed and seconded, but did not pass. Dr. Knox made a second motion that President Moore appoint an ad hoc committee to investigate conference fees for faculty and students. The motion was seconded and passed. The following individuals will be asked to serve on this ad hoc committee: Charles Arnade, Suresh Khator, Elizabeth McFalls, Sandra Robinson-Waldrop, Elton Smith, Richard Taylor, Frederic Zerla, Laura Ellenburg (ex officio), Mohsen Milani (ex officio), Debbie Sutherland (ex officio), and Larry Thompson (ex officio).

b. Declaration of United Nations Human Rights Resolution (Barbara Loeding)

The primary purpose of this resolution was to alert the SEC members to an alarming situation that has developed in Iran. In September/October, members of the Iranian security force arrested a number of professors and confiscated all of their textbooks, laboratory equipment, etc., in violation of the universal declaration of human rights. Basically, the arrest was made because these professors and students were members of the Baha'i faith, which Iran does not recognize. Therefore, they are being denied the right to an education. It is hoped that if enough educators and people of conscious express their outrage at this action, the Iranian government will readmit the students and release the professors from jail and allow them to return to teaching. Dr. Loeding indicated that USF students have started circulating a petition for release of the professors. Dr. Ness made a motion that the resolution be endorsed by the SEC and forwarded to the Faculty Senate for consideration. The motion was seconded. Discussion was held and the motion was withdrawn.

OTHER

- a. President Moore announced that the Principals of Hillsborough County will be meeting on the USF campus December 9, 1998. She has been invited to attend the meeting and asked the SEC members if there were any issues they thought would be appropriate for her to take to the meeting. David Carr pointed out that the principals want to hear about programs that deal with the students. Mr. Carr and President Moore will meet with President Castor to discuss what programs to present to the group, such as the Honors Program, Learning Communities, undergraduate programs, etc. Printed materials can also be distributed. President Moore asked that if anyone had additional program ideas to give them to her. Materials for distribution can be given to either Mr. Carr or Ann Pipkins in the Faculty Senate meeting prior to December 9, 1998.
- b. President Moore reminded everyone that the December 9, 1998, Faculty Senate meeting has been canceled. The next SEC meeting will be January 13, 1999.

The meeting was adjourned at 4:56 p.m.

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