

1999

## AY 1998/1999 SEC meeting minutes: 1998-08-19

Faculty Senate

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# USF Faculty Senate Archives

## SEC Minutes

### 19 August 1998

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#### SENATE EXECUTIVE COMMITTEE

August 19, 1998

#### MINUTES

Present: Janet Moore, Andrew Cannons, James Carey, Julian Dwornik, William Janssen, Suresh Khator, Michael Knox, Barbara Loeding, Gene Ness, Chris Ponticelli, John Robison, Cheryl Rodriguez, James Vastine

President's Office: David Carr

Provost's Office: Thomas Tighe, Phil Smith

Guest: Dean Robert Sullins

The meeting was called to order at 3:05 p.m.

Since this was the first meeting consisting of the new Senate Executive Committee (SEC), the first order of business was to make introductions. The Minutes from the meeting of April 1, 1998, were approved as presented.

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

President Moore announced the following items:

- At New Faculty Orientation today, President Moore pointed out that the new Faculty Handbook now contains the Faculty Constitution.
- Dr. Fred Zerla, a Senator from Arts and Sciences and representative to the Center for Urban Transportation Research (CUTR), reported in a July 5, 1998 memorandum to President Moore about forthcoming initiatives that will ease traffic and parking congestion on campus. Phase I, completed in November, 1997, surveyed shuttle bus circulator systems presently in operation at other universities comparable to USF throughout the country. Phase II, complete but for a few details, looks at specific market circumstances of the neighborhoods surrounding USF, providing a sketch plan of potential routes and cost estimates. Phase III will develop a detailed operations plan for a pilot program to test how the bus service will operate.
- The University of South Florida (USF) has accepted, and approved, the 100 percent design presentation of a new Mace by Dean Emeritus Harrison Covington. A target completion date is the December commencement.
- Summer graduation ceremonies were well attended. There were 900 students in attendance with approximately 7,000 guests. Dr. William Ferris, Chair of the National

Endowment for the Humanities, was the commencement speaker. Other statistics about the summer graduation ceremonies will be available in the Faculty Senate Office.

- A Faculty Senate Annual Report for the 1997/1998 Academic Year has been published. The intent of this annual report is to document Senate business for the record and to provide a reference for information on Senate issues and policies. Copies of the report will be distributed in the near future to Faculty Senators, committee/council chairs, and the administration.
- Vice-President Julian Dwornik has agreed to be the Faculty Senate representative on an external task force to review the College of Public Health's Department of Health Policy and Management.
- Senator Sandra Robinson-Waldrop will be the Faculty Senate representative on the USF Pride Team.
- Agendas and Minutes of the Board of Regents' Meetings are available in the Faculty Senate Office.

## **PROVOST'S REPORT**

The Provost reported on the following topics:

- The Board of Regents (BOR) will vote in September on the final form of the five year Strategic Plan for the State University System (SUS). The central part of this plan was to follow the Chancellor's suggestion that the universities be differentiated on the basis of their missions. USF was designated to be in the category of national research universities, which could mean more funding for research and funding in additional areas. Another aspect of the Strategic Planning Process calls for universities to update their lists of degree program possibilities. At the request of the BOR, every university updated their lists and a list of all those programs was distributed. USF's list of degree programs was approved at the last BOR meeting for inclusion on the Regents' master strategic planning list. It does not mean that the university has been approved to offer these programs, but that USF could go forward to seek approval once there is a plan for the program and its resources.
- A report and its recommendations have been submitted from the Ad Hoc Committee on Evaluation and Recognition of Teaching. The Deans have reviewed the report and support the primary recommendations. These recommendations will be presented at the next SEC meeting, by which time it is hoped that funds have been found to support some of the recommendations.
- The guidelines for the selection of faculty for the Distinguished University Professor Award were distributed. These are ready to be mailed to the Deans and Directors. • USF will be offering Arts and Sciences and Education courses this fall at the Pasco-Hernando Community College in the New Port Richey campus. The St. Petersburg campus will have lower-division students attending day-time classes on the Bayboro campus for the first two years.
- The Research Strategic Planning Committee was appointed last year to examine how USF invests its available research resources. The committee is co-chaired by Dean Dale Johnson and Vice President George Newkome. A copy of an interim report from this committee was distributed for review and comment from the SEC members.

- The revised Tenure and Promotion Guidelines will be put into place beginning this fall.
- Strategic Planning Task Forces will be chaired by a faculty and co-chaired by an administrator. Co-chairs have been designated and they are now selecting people on the task forces. It is anticipated that by the next SEC meeting, the task forces will all be composed and working. The task forces will be asked to have discussions during the fall term and report their recommendations on their topic by the end of the fall term. Those recommendations will then be shared with everyone and the process will proceed from that point.
- USF has consistently selected internationalization as one of its priorities. Efforts have been made to internationalize the curriculum, to promote opportunity for faculty research for study abroad, and to educate our faculty and students to be citizens of the world. A consultant has recommended that USF could gain a greater coherence and focus to this priority by bringing the various international activities and support functions together under one organization and one budgetary structure. It was recommended that USF look for an experienced, energetic leader to direct the organization for that area. In order to make sure that everyone is informed and understands why this is being done and has an opportunity to provide feedback, a faculty committee will be composed. The committee will be chaired by a faculty member with the other members appointed from the Faculty Senate by President Moore.

Discussion was held regarding a report on the new selection guidelines for the Distinguished University Professor Award. Past President Michael Knox indicated that either the policies should be taken out of the current guidelines and be more clearly delineated in a separate document, such as a Policy for Distinguished University Professors, or, all policies be added to the present report. Dr. Tighe responded that the report, which was endorsed by the Faculty Senate, has all the policy considerations in it as a standing document, and that at this point a dissemination mechanism needs to be set up for getting this information to the deans in order for them to begin a selection process. During discussion, one recommendation was to send out the original document with the Faculty Senate modifications, along with the guidelines for implementing the selection process this year. A second recommendation was to combine the two documents into one. It was agreed that the first recommendation would be the best. Past President Michael Knox suggested that the name of the Disciplinary Committee be changed to something else. However, Dr. Tighe indicated that this is what the committee was called in the original document and, thus, he thought it best to retain that title.

#### **ASSISTANT PROVOST (P. Smith)**

Assistant Provost Smith distributed copies of the preliminary draft guidelines of the Teaching Incentive Program (TIP) and Professorial Excellence Program (PEP). These have been sent to the deans who have been asked to share them with their department chairs and faculty and to solicit feedback. Mr. Smith would like for the SEC to review and to provide feedback. These guidelines are for the colleges of Academic Affairs. The TIP and PEP allocations from the Board are made separately to the Academic Affairs units and the Health Sciences unit; therefore, a separate set of guidelines will be going to the Health Sciences unit for the TIP and PEP programs. President Moore asked that everyone review these guidelines for discussion at the next SEC meeting on September 2, 1998.

## REPORTS BY OFFICERS AND COMMITTEE CHAIRS

### a. Committee on Committees (B. Loeding)

Chair Loeding presented a list of 1998/1999 Vacancies on Faculty Senate Standing Committees and Councils. Nomination forms have been sent out to people recommended to fill Senator vacancies. Chair Loeding encouraged SEC members to solicit nominations for vacancies. Since Dr. Loeding is actually the Lakeland campus representative, the College of Education Senators were asked to caucus and choose a new representative for the Committee on Committees (COC). Two College of Education Senators have stepped forward to serve. They will be asked to caucus and decide who will serve as representative. A call for nominations to fill existing vacancies on the Faculty Senate Standing Committees and Councils was placed in the August 14, 1998 edition of Inside USF with a deadline of September 18, 1998. COC recommendations to fill existing vacancies will be presented at the October meeting of the SEC.

### b. Secretary (J. Vastine)

Secretary Vastine reported that there are a couple of Senate vacancies in the College of Arts and Sciences. He will contact the runners-up from the last election in an attempt to fill these vacancies. A report will be given at the next meeting.

### c. Graduate Council (A. Cannons)

Dr. Kathleen Moore, Assistant Vice President for Academic Affairs, met with the Graduate Council regarding certificate programs at USF. The Graduate Council will be charged with developing a policy on how to make that process simpler.

### d. Research Council (G. Ness)

Chair Ness reported that there have been recommendations from the Interim Committee that the Research Council invest in sponsored research activities. This will likely have an impact on the Research Council in terms of how it operates, and perhaps its charge. In addition, interfacing with the Publications Council and its function and role in supporting scholarly activities at the university will bring a different aspect to the functions of the Research Council.

Discussion turned to the Research Strategic Planning Committee. President Moore asked if this committee would roll over into a new task force. Provost Tighe indicated that this research committee will be the task force committee in this area of strategic planning. The committee will continue its work and constitute the task force on research and, when its work is done, then it will cease to exist.

## OLD BUSINESS

### a. Status of Publications Council

President Moore reviewed a copy of a memorandum dated June 10, 1998, that was addressed to Gary Olson, Interim Director of the Publications Council, from Provost Tighe regarding the status of the Publications Council. This information will be shared with the Faculty Senate.

### b. Approved Revisions to Tenure and Promotion Guidelines

President Moore will provide the Faculty Senate with copies of memoranda dated May 5, 1998 and July 20, 1998, which pertain to the approved revisions to the Tenure and Promotion Guidelines.

c. Distinguished University Professor Proposal

The Provost is in the process of implementing modified procedures. More information will be available after the next SEC meeting.

d. Issues from Faculty Senate Meeting of April 22, 1998

President Moore asked the Provost to address the issues that were conveyed to her in writing in a letter from Senator Leon Mandell dated May 6, 1998. Dr. Tighe addressed each issue and discussed broader implications with the SEC.

## **NEW BUSINESS**

a. Undergraduate Dean Sullins RE: New Policies to Enact

Dean Sullins distributed reports on two policy issues that were approved by the University Council late in the 1998 spring semester. One report was the proposed policy for designation of honors at graduation. The other, more complicated report, was on the issue of the academic renewal policies. Currently, there are two policies, the "salvage" policy and the "amnesty" policy; both are difficult to understand. To clarify these two policies, the salvage policy has been revised as "Academic Renewal 1" and the amnesty policy as "Academic Renewal 2." At this time, he asked the SEC to review these reports and to provide feedback on both of these policies before they are included in the 1999/2000 Undergraduate Catalog.

b. Senator Resignation from the Louis de la Parte Florida Mental Health Institute (FMHI)

Secretary Vastine will report on this at the next SEC meeting.

c. Governmental Relations Committee

President Moore distributed the 1998/1999 roster for the Governmental Relations Committee. Discussion was held regarding composition of the membership. Three original members of the committee have expressed an interest in continuing as regular faculty representatives; therefore, the remaining four members need to be selected from the Senate. President Moore asked the SEC members to select nominees from the current list of Senators to bring to the next SEC meeting.

d. Revision to Athletics Council Charge

Dr. Curtis Wienker, Chair of the Athletics Council, has submitted a revision to the charge of the Athletics Council. Discussion was held and the charge change will be forwarded to the Committee on Committees for its review.

e. Faculty Senate and the USF Organizational Chart

The USF Organizational Chart that is printed in the Campus Directory currently does not list the Faculty Senate. The Provost agreed that it should be included and has

added it to this year's chart for future publications.

f. [Agenda for Faculty Senate Meeting, September 9, 1998](#)

President Moore asked for notice on committee or council reports or business for the next SEC and/or Faculty Senate meeting.

**OTHER**

Secretary Vastine announced that on Thursday, August 20, 1998, between 5 and 7 p.m. there will be a Faculty Open House in the Library and all SEC members were invited to attend.

The meeting was adjourned at 5:10 p.m.

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