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# AY 1999/2000 SEC meeting minutes: 00 Jan 12

Faculty Senate

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# USF Faculty Senate Archives

## SEC Minutes

January 12, 2000

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### SENATE EXECUTIVE COMMITTEE

January 12, 2000

#### MINUTES

Present: Jesse Binford, Julian Dwornik, Mary Evans, Janet Moore, Ona Riffin, Ed Silbert, Nancy Tyson, Jim Vastine, Fredric Zerla

President's Office: Interim President Richard Peck, Jose Porteiro

Provost's Office: Thomas Tighe, Phil Smith

Guest: Robert Sullins

The meeting was called to order at 3:15 p.m. The Minutes from the meeting of December 1, 1999 were approved as presented.

#### **PRESIDENT'S REPORT AND ANNOUNCEMENTS** (Jesse Binford)

President Binford's report consisted of the following announcements:

- The following proposed new/revised/repealed University of South Florida (USF) Policies and Procedures from the Office of the General Counsel are available for review and comments by members of the Senate Executive Committee (SEC): Sexual Harassment (revised), University Copyright Policy (revised), Alcoholic Beverages (revised), USF Fort Myers Policy on Alcoholic Beverages (repealed), Recreational Facilities License (revised), Student Publications Program (revised), Office of Financial Aid Policy on Refunds and Repayments (revised), Athletic Grants in Aid (repealed), Student Events Management Policy (revised), Illegal Use of Alcohol and Other Controlled Substances (revised), Admission of Students with Poor Conduct Problems (revised), Career Center: Career Development and Recruitment Program (revised), Career Center: Cooperative Education Program (revised), New College Student Organizations (new), Access to Student Health Services in Certain University Sponsored Programs (revised), Immunization Policy (revised) and Veterans Services (revised). Those members who volunteered to review and comment on a policy were asked to bring their feedback to the February SEC meeting. The deadline for feedback on these policies and procedures to the Office of the General Counsel is February 16, 2000.

- The Office of the Registrar has issued a new policy on the distribution of the change of grade form. Any change of grade sent in last fall should be going back to the faculty member who initiated the change. The procedure will be done on a monthly basis. This announcement will be made at the Faculty Senate meeting so the new process can be monitored. No report will be generated for changes of A's, B's, or M's. M's will not be reported due to the volume issued, and there are very few A's or B's changed.

Undergraduate Chair Ed Silbert pointed out that if there are such a large number of M's given out, that suggests the turn around time for faculty to submit grades is too short. Given the speed in which computers operate and the way in which students can be notified (via telephone and Internet), it could indicate that the pressure on faculty at the end of the fall and spring semesters is an issue which should be considered by the Senate. Discussion was held about having the final grades due on Tuesday rather than Monday. Dr. Sullins indicated that the Registrar's Office will accept grades by noon on Tuesday so long as many of them were received earlier. For the spring semester, it has been discussed to get the information out that for those courses with a final on either Thursday or Friday, final grades would be due by Tuesday noon. For those courses which had examinations prior to Thursday, final grades would be due by Monday noon. Sergeant-at-Arms Zerla also asked that there be an emphasis made with the departments to turn in final grades on a daily basis. Although delaying the final deadline to Tuesday is not a problem, Dr. Sullins suggested that the issue does warrant some discussion by the Senate. Dr. Silbert recommended trying a simple negotiation with the Registrar's Office without having the Senate come up with a resolution. President Binford appointed Drs. Silbert and Zerla to work with the Registrar's Office on determining what would be the latest time that grades could be turned in at the end of the semester.

- The 1999/2000 Allocations for the Enhancement of Undergraduate and Graduate Education (attached) were distributed. The plans and budget for the 2000/2001 allocations will be available in the Faculty Senate Office for review by interested individuals.
- President Binford will be attending the meeting of the Advisory Council of Faculty Senates in Tallahassee, Florida, on Friday, January 14, 2000.

## **REPORT FROM INTERIM PRESIDENT RICHARD PECK**

President Peck pointed out that his task as Interim President is to continue a number of community activities in which former President Castor was involved, to trust the Provost and the Faculty Senate to maintain the academic program, and be engaged in the research activities. A task which Dr. Peck has just started is the gathering of annual reports from the vice presidents to be put into a binder for the permanent president. The information contained in these notebooks will help answer questions that a new president might have about USF.

President Peck indicated that the new USF president will be named by March, but will probably not be able to start in the position until the end of the fiscal year, after which time he will return to teaching English at the University of New Mexico. He pointed out that USF has a lot of good things happening and this position would be good for a president with energy and ambition. He feels that USF is going to go up and continue to get stronger. President Peck will be at next week's Faculty Senate meeting to give an official report.

## **PROVOST'S REPORT (Thomas Tighe)**

Provost Tighe's report consisted of the following items:

- There is a final pool of candidates for the Director of the School of Architecture search and interviews will be scheduled within the next several weeks.
- After a national search, the final pool of candidates is ready to be interviewed for Director of the Research Foundation.
- A national search is underway for Dean of the College of Engineering.
- Several items from the Provosts' meeting in Tallahassee were shared with the SEC members. One document, labeled "To Do," has thirty-three items in all, many of them with a deadline of February 1st in order to implement the "Top 20 Plan" by next fall. A copy of this document will be made available to SEC members.

One item brought to the members' attention was that as part of the "Top 20 Plan," the Chancellor is asking each institution to "adopt" two D or F rated schools at the middle or high school level. USF will be asked to name the schools in this area to adopt. Adopting means that USF would agree to provide relationship with those schools involving our faculty and others who would work on an active basis to assist in such things as curriculum development, tutor children, work on planning with their faculty and staff, and take responsibility for trying to raise educational aspirations in the students. USF will pick its two schools with the advice from the Dean of the College of Education, as well as from the faculty across the institution.

Another issue expanded upon by the Provost was the Chancellor's request this year to the Legislature on behalf of the faculty and staff for a salary enhancement fund. This money would be used to raise faculty salaries beyond the level of whatever is offered by the State. The Chancellor has requested \$12 million system-wide of which a portion would go to USF. The Legislature, in turn, asked the Chancellor to provide data showing that the system is having trouble recruiting and/or losing faculty based upon salary. The Chancellor has asked each institution to provide this information; however, there is no systematic data available. Therefore, the Chancellor has requested how such instances can be best documented. Advice from the Provosts to the Chancellor was to provide cases in which individuals did not apply because the salary was well below what they expected, or at a department level, documented cases where faculty quit due to salary. The SEC members were asked for their ideas and/or how the Provost can best respond to the Chancellor's request.

- A list of Priority Issues 2000-2001 Budget (attached) was distributed as a basis for discussion, as well as information on the enhancement funding process. The Board of Regents (BOR) Legislative Budget Request (LBR) is the beginning of the budget process. In order to create the necessary dialogue, it is important for the SEC members to know what is in the LBR, other LBR requests important to meeting USF basic needs and priorities, and priorities unique to USF. The enhancement funding is just one component of this request. The SEC members were asked to orient themselves with the LBR in order to begin a dialogue on the budget process at the next SEC meeting.

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

- a. Senate Elections - Schedule, Apportionment, Vacancies (Secretary Vastine)

Secretary Vastine presented the 2000/2001 Faculty Senate Voting Units and Apportionment. He pointed out that the College of Arts and Sciences will lose one seat; the College of Education will lose one seat; and both the Louis de la Parte Florida Mental Health Institute and the College of Medicine will gain one seat each. Secretary Vastine also presented a list of Senate vacancies per college based upon the apportionment and the Election Schedule. The motion was made and seconded to approve these items and have them presented at the January Faculty Senate meeting. The motion was unanimously passed.

b. Research Council (Chair Mary Evans)

Chair Evans presented the following report on the Research Council's allocations of funding: There were 60 applications requested (\$444,702) for the Research and Creative Scholarship Grants, with 27 awards being granted totaling \$178, 565. Fifty-nine applications totaling \$82,360 were received for the Faculty International Travel Grants, and 41 awards were funded totaling \$48,966. There were 13 applications received to provide funding for two international conferences to be held and sponsored by USF. Three of these awards were funded totaling \$20,000.

Chair Evans pointed out faculty dissatisfaction with the lack of funding for conferences. The Research Council is looking into ways to increase resources. In addition, subcommittees within the Research Council are involved in reviewing some of the strategic planning documents for research as well as the president's services and plans and technology report. Discussion was held regarding finding additional resources for the Research Council to fund more conferences. Chair Evans indicated that this topic is on the agenda for the next Research Council meeting, and it is hoped that a resolution will be developed to allow such funding to occur. Past President Moore pointed out that the Research Council should also support scholarly activities in other areas that are not considered as priority areas. In addition, she recommended that the Research Council needs to keep its research interests universal.

## **OLD BUSINESS**

Faculty Advisors Resolution (Fredric Zerla and Ed Silbert)

Dr. Zerla presented background information on the history of student groups and faculty advisors. He pointed out that now there seems to be a legalism whereby faculty are assigned duties for a percentage of research, teaching and service, and work with students tends to be neglected. The result is that while student activities are increasing at the university, the faculty involvement is not, thereby causing a withdrawal between the faculty and students. This withdrawal is causing problems with student groups because these groups require a faculty advisor which they cannot acquire due to the fact that such activity is considered voluntary and as an off-campus activity. The purpose of this resolution is to encourage that faculty participation with students as advisors be recognized, be encouraged, and be rewarded. The motion was made and seconded to accept the Faculty Advisor Resolution. The following discussion was held.

Dr. Silbert asked that the resolution include a statement that the contract between the BOR and the United Faculty of Florida (UFF) allows for such activity to be recognized as part of a faculty member's assigned duties. This is not creating a new activity, but rather alerts faculty that this is permissible and to encourage them to use it as it exists. Dr. Silbert pointed out that his part of the resolution was directed toward the Faculty Senate alerting the chairs, deans and directors to be aware of this activity and that it is acceptable. Mr. Smith

pointed out that this assigned duty option is allowable and that it can become part of a faculty's assigned duties. Past President Janet Moore recommended that a statement be included in the resolution that this assigned option is allowable as defined by the BOR and UFF. Dr. Zerla will revise the resolution as recommended to be sent out to the SEC members via electronic mail for a vote. If it approved as revised, the resolution will be presented at the January Faculty Senate meeting.

## **NEW BUSINESS**

### Proposal from the Undergraduate Council

The following proposals were presented by Dean Sullins on behalf of the Undergraduate Council: Proposal to Revise USF's Academic Renewal Policy (dated November 15, 1999), Proposal to Delete USF's Restriction on Drops (dated November 22, 1999) and Proposal to Require 48 Hours at the Upper Level (dated November 22, 1999). A motion was made and seconded to approve these proposals and to be forwarded to the Faculty Senate. The motion was unanimously passed.

## **OTHER**

Mr. Smith announced that the deadline for receipt of sabbatical leave applications was 5 p.m. today.

There being no further business, the meeting was adjourned at 5:28 p.m.

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