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AY 1999/2000 SEC meeting minutes: 99 Oct 06

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SEC Minutes

October 6, 1999

SENATE EXECUTIVE COMMITTEE

October 6, 1999

MINUTES

Present: Jesse Binford, James Carey, Julian Dwornik, Mary Evans, William Janssen, Suresh Khator, Janet Moore, Ona Riggan, Ed Silbert, Pam Tucker, Nancy Tyson, Jim Vastine, Fredric Zerla

President's: Jose Porterio

Office:

Provost's: Phil Smith

Office:

The meeting was called to order at 3:08 p.m. The Minutes from the meeting of August 25, 1999 were approved as corrected.

PRESIDENT'S REPORT AND ANNOUNCEMENTS (Jesse Binford)

- President Binford distributed the twelve member list of the Presidential Search Advisory Committee of the Faculty Senate (PSAC-FS). Mr. Dennis Ross, Chair of the Regents Selection Committee and Dr. David Stamps, Chair of the Search Advisory Committee, have received a letter from him pointing out that due to the limited number of teaching and research faculty appointed to the Search Advisory Committee, the Senate Executive Committee (SEC) requested that he appoint a committee of ten to twelve Senators to assist in reviewing the credentials of the presidential candidates. The PSAC-FS is a result of this request. A report of the collective evaluation will be supplied at the appropriate time. No response has been received from either Mr. Ross or Dr. Stamps. President Binford pointed out that the only input the Faculty Senate committee will have in the selection process is when the number of qualified candidates is to be cut in half. He added that anyone can recommend a name to the consultants, and an application will be sent.
- The issue of whether or not the Academic Relations Council still exists was researched. Based upon the Faculty Senate records, the Council was abolished from the Bylaws by the Faculty Senate; therefore, any mention of this Council should not appear in the Bylaws.
- The SEC's recommendation that the time of the Honors Convocation be changed was forwarded to Dean Sullins. Dean Sullins's reply was that the Convocation this year will be as it has always been and any changes will take place in the future. He pointed

out that the only option when the Convocation would not be in conflict with classes on Friday afternoon would be Friday evening or the weekend. Then, it is likely that the 15 to 20 percent participation of eligible students would drop to even fewer. President Binford encouraged everyone to attend the Honors Convocation scheduled for 2:00 p.m., Friday, October 15, 1999, in the Marshall Center Ballroom.

- The General Counsel Office received the SEC's recommendation regarding the proposed new policy #6-018, Cart/Utility Vehicle Operation. In turn, President Binford received a letter from the General Counsel Office stating that the recommendation has been forwarded to Administrative Services. The General Counsel Office has asked Administrative Services to review and advise the Counsel on the course of action to be taken regarding the SEC's recommendation. No response has been received from Vice President Hartley.

PROVOST TIGHE

Mr. Phil Smith announced that Provost Tighe has assumed the duties of Acting President which he will retain until the interim President arrives mid-December. As Dr. Tighe performs the duties of Acting President, Vice Provost Tennyson Wright and Vice Provost Catherine Batsche will continue in their positions but will assume most of the responsibilities that were directed by the Provost. What this means in terms of the Faculty Senate, is that Dr. Tighe will continue to attend the Faculty Senate meetings. Vice Provost Wright will be attending the SEC and Faculty Senate meetings in the future to represent the Provost's Office.

President Binford indicated that he has not heard from Carol Rolf regarding the scheduling of a budget workshop for the SEC. Mr. Smith said he would check with Ms. Rolf on the status of this workshop.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

a. Secretary (Jim Vastine)

At the August SEC meeting, Secretary Vastine announced that there were two Senate vacancies, one in the College of Arts and Sciences (CAS) and one in the College of Medicine (COM). Runners-up were contacted and Dr. Domenico Coppola from the COM is willing to serve a one-year term. Dr. Jeffrey Ryan, from the CAS, was contacted. Although he is still interested in serving on the Faculty Senate, Dr. Ryan has been approved for a one semester sabbatical from January through June, 2000 during which time he will be in Washington, D.C. Therefore, Secretary Vastine returned to the list and Dr. Denver Jones shared the same number of votes with Dr. Ryan. Dr. Jones was contacted and has agreed to serve a one-year term. The motion was made and seconded to approve these replacements from the CAS and the COM, each to serve a one-year term on the Faculty Senate. The motion was unanimously passed.

b. Honors and Awards Council (Julian Dwornik)

At the August meeting of the SEC, on behalf of the Honors and Awards Council, Dr. Dwornik presented proposed revisions to the Honorary Degree Nomination Guidelines. The proposed revisions were approved by the SEC and forwarded to the Faculty Senate for consideration at its September 8, 1999 meeting. However, due to conflicts within the guidelines, the Faculty Senate did not pass the proposed revisions and recommended the guidelines be returned to the Honors and Awards Council for

further revisions. At today's meeting, Dr. Dwornik presented a second set of proposed revisions to the Honorary Degree Nomination Guidelines. Discussion was held and the SEC agreed that the second set of revisions was in line with the recommendations made by the Faculty Senate. The motion was made and seconded to accept this second set of proposed revisions to the Honorary Degree Nomination Guidelines, and forward them to the Faculty Senate for consideration at its October 20, 1999 meeting. The motion was unanimously passed.

c. Appointment of Search Advisory Committee of the Faculty Senate (Jesse Binford)

President Binford announced that Dr. Nancy Jane Tyson will be Chair of the PSAC-FS. The first meeting of this group will be held immediately after the Faculty Senate meeting on October 20, 1999. The main responsibility of the committee will be to review the credentials of the eight to ten applicants. The Search Advisory Committee (SAC), chaired by Dean Stamps, will meet Thursday, October 14, 1999, 9:00 - 11:00 a.m., in the Marshall Center Ballroom. Part of the agenda for this meeting will be a discussion of the campus interviews and what form they will take. President Binford has talked with Chair Tyson about setting aside time for each of the candidates to be interviewed by the PSAC-FS. Dr. Silbert suggested having all twelve members of the PSAC-FS meet with each of the candidates in order to compare answers to the interview questions. The question was asked if there will be a second visit by the finalists. President Binford commented that once the final cut is made, that will be the last time the PSAC-FS will see them and the Regents will then make a final choice. It was recommended that Dr. Tyson contact the members of the PSAC-FS to inform them of the SAC meeting on Thursday, October 14, 1999, and to invite them to attend.

d. Committee on Committees (Chair Pam Tucker)

Chair Tucker presented the current nomination recommendations from the Committee on Committees (COC) to fill existing vacancies on the Faculty Senate Standing Committees and Councils, as well as on the President's Committees and Councils. The motion was made and seconded to forward these recommendations to the Faculty Senate for consideration at its meeting on October 20, 1999. The motion was unanimously passed.

e. Graduate Council (Chair Ona Riggin)

Chair Riggin announced that the Graduate School is having a convocation for the outstanding thesis and dissertation award on October 28, 1999, from 3:00 to 5:00 p.m. in the Marshall Center. Everyone was invited to attend.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

a. Faculty Advisors to Student Organizations (President Binford)

Ms. Laurie Woodward, Interim Director of the Marshall Center, has contacted President Binford about attending a Faculty Senate meeting to invite faculty members to become involved with student organizations. President Binford presented her request to the SEC to determine whether they felt it was appropriate for her to do so.

The following discussion was held.

A major concern was how faculty advising is recognized on the Assigned Faculty Duties form. Mr. Smith clarified that there is nothing to prevent a department chair from making these types of assignments, and there is not an obligation on the part of the department chair to make these assignments. And, if it did happen, it would fit into the category of Assigned Faculty Duties/Activities under "university governance." These categories are determined by the Chancellor's Memorandum and not by the university. He indicated that these assignments can be made and he has seen such cases.

Dr. Tyson indicated that Ms. Woodward should also take her concern to the faculty at large, or at least ask the Faculty Senate to convey this request to their own colleges. Dr. Silbert felt that the Faculty Senate could be used as an avenue to ask the department chairs to assign advising to the faculty. And, in order to show such support, the SEC could issue a formal statement. Dr. Zerla clarified that Ms. Woodward should appear before the main Faculty Senate and that the SEC have a resolution prepared stating that the Faculty Senate supports the concept of faculty working as advisors and suggest that this be recognized in their evaluation. Mr. Smith indicated that as far as getting credit for performing the activity, first, it would have to be assigned and there would have to be an evaluation. Department chairs would be more likely to make such assignments for student organizations that are related to their particular department and the university mission as opposed to assignments that relate to a special interest. Mr. Smith indicated that it is not due to a lack of the ability to accommodate the assignment, but it is simply people being aware and understanding the role they have taken.

SEC members felt there needs to be communication between the faculty and chair about what is appropriate. Drs. Silbert and Zerla agreed to write up a resolution of support for consideration at the next SEC meeting.

b. Status of Banner (President Binford)

President Binford received an e-mail message from Senator Sherman Dorn regarding computerized university information matters, particularly Banner. Senator Dorn pointed out in his message that information in faculty files has been either inadvertently changed or deleted, and that Banner has become a long-term management mistake for the university. Senator Dorn would like for the SEC to recommend, and the Faculty Senate to approve, an ad hoc committee to investigate the status of management information in registration affairs at the university and report back to the Faculty Senate by the December meeting. Senator Dorn indicated that he would be willing to chair such a committee. Senator Dorn's request was discussed.

Dr. Silbert pointed out that there could be a bona fide concern by faculty who are advisors and the Faculty Senate could possibly bring a little more attention to the problems with Banner. The suggestion was made to have someone from the Office of Information Resources give a presentation on Banner at the next Faculty Senate meeting. Past President Moore reminded the SEC that the Faculty Senate is to deal primarily with academic issues and that Dr. Dorn's request should be handled by academic leaders. After Dr. Dorn has gathered his information, he should report his findings to the SEC and, if necessary, the issue would be brought before the Faculty Senate. Therefore, she recommended that Dr. Dorn contact Dr. Jack Walters, Vice President for Budget, Human Resources and Information Resources and Mr. George

Ellis, Director of University Computing Services, regarding the management information problems with Banner. Dr. Khator agreed to go with Dr. Dorn to meet with these two individuals.

c. Emeritus Professor Nomination Guidelines (President Binford)

Senator Charles Arnade has expressed his concern to President Binford that the awarding of the Emeritus Professor status is not working very well in that an individual must be nominated by the department chair in order to receive this award. If the chair of the department does not do this, then the nomination goes no further. His concern is with the fact that there is no vote by the tenured faculty within the department as to whether or not to award Emeritus Professor status. Discussion was held.

As a former chair of the Honors and Awards Council, Dr. Silbert explained that a nomination for a faculty award is expected to be supported by members of that faculty for the distinction. It does not have to be the department chair. The current Emeritus Professor Nomination Guidelines state "In the event the department chair and/or dean does not support the nomination, then the nominator will forward the nomination with supporting comments directed to the Chair of the Honors and Awards Council by the deadline date." It was recommended that President Binford provide this information to Senator Arnade.

d. Parking (Ona Riggin)

The Health Sciences students are having a difficult time in finding a place to park and are experiencing problems with the operation of the shuttle. The shuttle is suppose to go through Lot 43 to pick up passengers, but students complain that the shuttle does not show up as scheduled. This causes problems for the students because they are not able to get to class on time. The lots where students used to be able to park are now gold lots; therefore, causing a domino affect. It seemed to be the general consensus of the SEC that the creation of gold parking lots has caused a major shift in where people used to be able to park and to where they have now been relegated to park. Dr. Riggin has had some of her students tell her that they will not recommend USF to prospective students because of the parking problem, and she felt that it should become an issue for the university and faculty. Past President Moore recommended inviting Ms. Marie Hunnicutt, Director of Parking Services, to the next Faculty Senate meeting to give a status report and what future improvements are expected. Dr. Khator suggested limiting Ms. Hunnicutt's presentation to 10 minutes, with 10 minutes for discussion. Everyone agreed to this suggestion.

e. Commencement and Convocation Committee Resolution (Jim Vastine)

The Commencement and Convocation Committee seeks endorsement of the following resolution:

The Commencement and Convocation Committee recommends that:

1. All faculty participate in at least one (1) university-wide commencement per year. It is suggested that the College Deans work with Department Chairs to facilitate this recommendation.
2. Faculty, administrators, and the platform party wear full academic regalia (robe, hood, and cap).

3. The Provost's Office provide a limited number of robes, hoods, and caps, from a rental company, to faculty on a first come, first served basis.

The resolution was discussed. Some of the concerns of the SEC members about the resolution included the following: not being able to enforce it, and the number of faculty attending each ceremony will require better accommodations in order to fit everyone into the existing seating as currently arranged. Mr. Smith added that under the collective bargaining agreement, faculty cannot be required to attend commencement. He pointed out that there was a time when departments actually put into a faculty member's assignment to serve a term as a "regalia" representative of that department. Their responsibility was to represent that department at any official function (graduation, honors convocation, etc.) in which regalia was worn. This assignment, therefore, was enforceable. However, it will be difficult within the department to require people to attend commencement convocation exercises if they do not want to do it.

Dr. Zerla felt it would be reasonable that, at a minimum, each department have a rotating representative to attend official functions. Past President Moore supported recommending this idea to the Commencement and Convocation Committee (Committee), as well as adding that others within the department be invited to attend as well. Dr. Silbert asked that the Committee include in the resolution what they find deficient about the current commencement procedures and recommend improvements. In addition, find out why the Committee thinks the desirability of encouraging all faculty representation. Dr. Tyson asked that the SEC recommend to the commencement planners that they seriously consider not drawing out the process by granting every student a degree separately and naming everyone. Mr. Vastine will take the recommendations back to the Commencement and Convocation Committee to have the resolution reworked and brought back to the SEC.

f. Agenda for October 20, 1999 Faculty Senate Meeting

The following items will be on the agenda for the next Faculty Senate meeting: Proposed Revisions to the Honorary Degree Nomination Guidelines, Nomination Recommendations from the Committee on Committees, Update on the Presidential Search Advisory Committee, and a Parking Services Presentation/Update.

There being no further business, the meeting was adjourned at 5:05 p.m.

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