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SENATE EXECUTIVE COMMITTEE

September 13, 2000

MINUTES

Present: Jesse Binford, William Kearns, Suresh Khator, Sara Mandell, Gregory Paveza, Ram Pendyala, Nancy Tyson, James Vastine

President’s Office: Josue Cruz

Guest: Gregory Sylvester

The meeting was called to order at 3:10 p.m. The Minutes from the meeting of August 30, 2000 were approved as presented.

PRESIDENT’S REPORT AND ANNOUNCEMENTS (Nancy Jane Tyson)

President Tyson’s report consisted of the following announcements:

- There will be a reception for this year’s Distinguished University Professors today from 4:00 - 6:00 p.m. at the Sam and Martha Gibbons Alumni Center. Everyone was encouraged to attend after today’s meeting.

- The Provost’s Annual Reception will be held immediately following the Faculty Senate meeting on September 20, 2000, to welcome new Senators and to honor Faculty Senate Past President Jesse Binford. The Faculty Senate will meet in the Kiva and the reception will be held in the Teco Room, both of which are located in the College of Education. Those who plan to attend should RSVP to the Provost’s Office by Friday, September 15, 2000.

Senator-at-Large Gregory Paveza recommended that directions be sent to the Senators on how to find the Kiva once inside the Education building. He felt this would be beneficial to those who are not familiar with that part of the campus. President Tyson has directions which will be sent out to everyone via electronic mail.

- At this time, President Tyson raised the issue of faculty being appointed to committees and councils and other changes being contemplated in the structure of committees and councils without the approval of the Faculty Senate. Discussion was
Senator-at-Large Paveza made the motion that the chair of the Committee on Committees proceed with the following two items: (1) to inform all chairs of Faculty Senate Standing Committees and Councils and University-Wide Committees and Councils of the procedures for changes in committee and council structure, and (2) to make certain that all chairs are aware of the procedures for filling out-of-cycle vacancies. The motion was seconded and unanimously passed.

Discussion was held regarding the issue of adding a charge to the duties of the chair of each committee which would be having the chair track the appointment and vacancy dates of all members. President Tyson asked whether it would be easier for the Committee on Committees to keep track of that because the nomination process runs through them. Parliamentarian Sara Mandell pointed out that if this is done, it would be written into the Constitution rather than something that was voted on at this meeting. Therefore, if this problem arises in the future, there will be no question of the responsibility of a committee chair. Senator-at-Large Paveza responded that this adds another dimension to the issue; that is, adding a new responsibility to the Committee on Committees.

It was decided that the process of tracking vacancies was a moot point because if the committee and councils chairs know what the procedures are, the process should happen automatically. President Tyson indicated that the only other thing to be decided is whether or not to do an inquiry to find out if there were instances where people were appointed illegally. The real question was how this could effectively be done without taking up a lot of faculty and staff time. In addition, it needs to be determined how someone could be inappropriately appointed to a committee or council. It was the consensus of the Senate Executive Committee (SEC) that President Tyson will instruct the Chair of the Committee on Committees to inquire of all chairs of committees and councils to verify whether or not all persons sitting on committees and councils have been duly appointed.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

Senate Vacancy (Secretary Jim Vastine)

Secretary Vastine announced that since the previous SEC meeting on August 30, 2000, there has been another Faculty Senate resignation in the College of Arts and Sciences for which a replacement needs to be found. This second vacancy negates the plan to transfer the first vacancy from the College of Arts and Sciences into the College of Marine Science, thereby eliminating the College of Arts and Sciences vacancy. Secretary Vastine also announced that Professor Amy Borenstein Graves is interested in representing the College of Public Health on the Faculty Senate. He made the motion that Professor Graves be approved for a one-year appointment to fill the vacancy which exists due to the fact that no one was elected from the College of Public Health during the last election. The motion was seconded and unanimously passed. President Tyson asked the SEC to submit nominations to Secretary Vastine from the College of Arts and Sciences before the next SEC meeting on October 4, 2000.

OLD BUSINESS

Enrollment Projections (Nancy Jane Tyson)

At the SEC meeting on August 30, 2000, Provost Stamps indicated that he would need this group’s advice on enrollment projections, especially as they relate to budgetary issues. President Tyson found a web site belonging to the Enrollment Planning Steering Committee
which contains their full report titled "The Enrollment Plan 2000." The web address was:
http://acad.usf.edu/cvisot/enrollplan.html. President Tyson asked the SEC members to
familiarize themselves with the issues so that they can advise the Provost. Further
discussion was tabled until the SEC has had an opportunity to review the report of the
Enrollment Planning Steering Committee.

NEW BUSINESS

1. Parking and Transportation Services Director Gregory Sylvester

At this time President Tyson introduced Mr. Gregory Sylvester, Director of Parking
and Transportation Services. To aid in his presentation, Mr. Sylvester distributed hard
copies of his message to the university community which appeared on the USF
ListServ September 12, 2000. The message includes his background and perspective
on parking and transportation. Mr. Sylvester pointed out that he would like to have a
collaborative approach to dealing with long-term parking and transportation issues.
One of his plans is to establish a Parking and Transportation Advisory Committee to
look at such things as master plan issues and how parking and transportation folds
into that, as well as short term issues such as the impact that enrollment will have on
parking.

Mr. Sylvester announced that he is trying to get plugged into the university
community by meeting with all the key people. He asked for feedback from the SEC
on how he should approach the Deans, whether it should be directly or with a slightly
different version of his message, in order to open a dialogue. He is ready to work
with all the different groups to make the University of South Florida a mobile,
friendly campus.

At this time, Mr. Sylvester received the following suggestions for campus
parking/traffic improvements: install traffic lights with left-turn arrows at some of the
large parking lots, install a left-turn arrow at the traffic light at the corner of Pine
Street and Bruce B. Downs Boulevard, improve traffic flow around the College of
Public Health and the Louis de la Parte Florida Mental Health Institute, install a
traffic light with a left-turn arrow for vehicles exiting west onto Fletcher Avenue
from the Louis de la Parte Florida Mental Health Institute, install overhead pedestrian
walkways to avoid the mixing of vehicular and pedestrian traffic, keep bicyclists in
mind when working on improvements, make reserve spaces available for the payee
twenty-four hours a day, 7 days a week, three hundred and sixty-five days a year, and
reinstate towing for first time offenders.

2. Formation of New Standing Committee

President Tyson announced that Mr. Sylvester would like an advisory committee
composed of faculty, staff, students and other related constituencies to advise him on
issues of parking and transportation. Discussion was held on the proper channels for
Mr. Sylvester to follow in order to establish this committee. Senator-at-Large Paveza
reiterated that the faculty governance document of the university clearly states that all
committees are under the purview of the Faculty Senate. Mr. Sylvester expressed his
concern that whatever format the committee is in, he wants it to be very functional,
meeting on a regular basis once a month and on an as-need-be basis as special issues
arise. Senator-at-Large Paveza recommended that this be a university-wide
committee rather than a Faculty Senate standing committee because that will allow
Mr. Sylvester to draw from the other related constituencies as well. Such a committee
would be under the auspices of Vice President Albert Hartley. President Tyson
pointed out that a committee of this sort has to originate from the Faculty Senate floor. Mr. Sylvester indicated that he is willing to work within the system to create this committee; therefore, he will be at the September Faculty Senate meeting to seek the support of the senators. In addition, President Tyson will be in touch with Vice President Albert Hartley to let him know that the SEC supports the formation of this committee.

OTHER

Parliamentarian Sara Mandell announced that Ms. Carolyn Borders, Administrative Assistant in the College of Arts and Sciences had passed away the previous week. A formal announcement will be forthcoming from the College of Arts and Sciences regarding Ms. Borders’ funeral at the Blount Funeral Home on Bearss Avenue.

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