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SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
April 6, 2005

Present: Glen Besterfield, Elizabeth Bird, Ellis Blanton, Susan Greenbaum, Carnot Nelson, Steve Permuth, Christopher Phelps, Philip Reeder, Andrew Smith, Gregory Teague, Tom Terrell, John Ward, Kathy Whitley

Provost's
Office: Bob Chang, Renu Khator

Guests: Kathleen Moore, Steve Prevaux

The meeting was called to order at 3:08 p.m. The Minutes from the meeting of March 9, 2005, were approved as presented.

REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT SUSAN GREENBAUM

In the interest of time, President Greenbaum did not give a formal report so that Provost Renu Khator and Vice President Kathleen Moore could discuss the SACS visit.

REPORT FROM PROVOST RENU KHATOR

Provost Khator announced that the SACS accreditation team would be on the Tampa campus April 13 and 14, 2005. The team is scheduled to meet with the Senate Executive Committee (SEC) on April 14th. To prepare the SEC, Provost Khator invited Vice President Moore to review some of the issues that could be raised during the meeting with the SACS team. At this time, the floor was turned over to Vice President Moore who distributed copies of two reports: "Off-site Committee Review: November, 2004 Focused Report" and "Off-site Committee Review: November 2004 Special Focused Report." She explained that the focused report was sent to SACS last September in response to a request to follow up on ten items for which the team did not have enough information. The special focused report is on the USF system because the institutional reaffirmation is complicated by the fact that USF St. Petersburg has submitted an application for accreditation as a separate unit. USF needs to demonstrate that it has within the university system an entity that is fairly autonomous. USF also has to demonstrate that it is one system and that there is consistency in operations, practices and procedures. A list of frequently asked questions (FAQs) is posted on the President's web page. These FAQs address the timeline of how the USF system was developed. Questions of the SEC will be based upon the information the SACS team has received. Provost Khator added that the USF system was approved by the Florida Board of Governors (BOG) on March 24, so there is a formal approval of the USF system designation. Also, it is important to understand that if one looks at the events of the timeline all actions are driven by Legislative mandates.

OLD BUSINESS

a. Summer Salaries (Steve Permut)

Vice President Permut applauded the memorandum sent forward by Associate Provost Phil Smith on the criteria for summer teaching assignments. The memorandum was distributed for information purposes only.

b. Program Expansion (Steve Permut)

Vice President Permut reiterated that the Faculty Senate was asked by President Judy Genshaft to provide a formal statement recommending the USF system policy on degree program expansion across campus sites. A revised version of a draft policy was distributed for today's meeting.

The new issue in the cover letter speaks to the second page where the first item had two critical ingredients and now a third which states "In addition, the third critical element of the recommended policy is the need to articulate a clear listing of "existing degree programs" at USF by "campus" site. Given the new sense of a University "System" in both word and schema shared at our last Faculty Senate meeting, we believe that the Provost should establish such a list at USF and the President should develop the "existing degree programs" standing for USF St. Petersburg with recommendation with such an articulation should be the list that was included with the application for accreditation to SACS."

Vice President Permut asked that the SEC approve the package to be forwarded to the full Senate at its April meeting. A motion was made and seconded that the SEC approves the Policy on Expansion of Degree Programs Across Campus Sites and that it be forwarded to the Faculty Senate for consideration at its April meeting. The motion was unanimously passed.

b. Blackboard Financial Update and Other Council Items (Tom Terrell)

Instructional Technology and Distance Learning Council (IT-DLC) Chair Terrell reported that although he and Provost Khator have not had a formal discussion, the two of them have talked and she is now aware that Blackboard is in financial trouble. Chair Terrell told the Provost that this is an important faculty issue, and he feels that some change may have been informally effected. At this point, he did not think there was anything further that the Senate needed to do.

Chair Terrell announced that all directors of computer groups will be asked to implement the resolution on web accessibility passed by the Faculty Senate in March. Library Council Chair Andrew Smith announced that a representative from the College of Arts and Sciences will meet with Student Disability Services to discuss what can be done to accommodate those students.

Chair Terrell announced that while working to combine the IT-DLC and the Academic Computing Committee, a new name has emerged for the group – Council for Instructional Resources and Computing (CIRC).

c. Research Incentive Proposal (Gregory Teague)

Research Council Chair Teague distributed a draft of a Proposed Scholarship and External Funding Incentive Stipend (SEFIS). This document has also been distributed to the deans so that they can determine how much they can afford to spend on this program. At this point, the Provost has yet to decide whether to take the document to the faculty and potentially to the Senate. She believes that it would be premature to distribute it to the faculty until such time as the deans can figure out how much they could afford. On the other hand, this body needs to decide when faculty should be included. Chair Teague pointed out that the concept is acceptable. The issue is financial, and the Provost is looking for input.

Discussion was held as to whether or not to proceed with this proposal. Chair Teague added that it would be fall semester before anything is ready, but the administration should continue working on it throughout the summer. President Greenbaum felt that this is so detailed that it would be very hard for the faculty to respond until there is some confidence that this is a viable plan. It was agreed that the issue should be brought up in the fall.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Nominations for General Education Council (Ellis Blanton)

Committee on Committees (COC) Chair Blanton distributed the slate of nominees for the newly created General Education Council. The list came with a motion from the COC to accept. Discussion was held regarding one nominee who is on a faculty line and not teaching faculty, but due to the individual's extensive experience with general education courses would be considered a valuable member of the council. It was pointed out that curriculum development was the issue in this case and whether or not this individual could contribute. There was a call to question. The motion was amended to read that the SEC approves this slate of nominees with the understanding that if in the future someone is nominated that it be handled on a case-by-case basis when there might be a question of eligibility. The motion was seconded and unanimously passed.

b. Report on Officer Elections (Kathy Whitley)

Secretary Whitley announced that the following ballot for officers for 2005/2006 had been mailed to Senators: Steve Permuth and Harry Vanden for Vice President), Michael Barber and Steven Tauber for Sergeant-at-Arms, and Kim Vaz and John Ward for Member-at-Large. Deadline is April 15th for receipt of ballots in the Faculty Senate Office. Final results will be reported at the April Faculty Senate meeting.

At this point, there is no candidate for the position of Secretary which will be vacated by Secretary Whitley when she leaves the faculty for another position on campus at the beginning of May. The Library will elect someone to replace her as Senator. Sergeant-at-Arms Michael Barber will assume those duties until then. Secretary Whitley has identified Ms. Maryellen Allen as webmaster for the Faculty Senate site.

At this time, President Greenbaum thanked Secretary Whitley for her valued service to the Faculty Senate during her tenure as Secretary.

c. Revised Research Council (Ellis Blanton/Gregory Teague)

Research Council Chair Teague distributed copies of proposed revisions to the council charge. COC Chair Blanton explained that the goal was to try to get these revisions approved at the next Faculty Senate meeting so when the solicitation for nominations is sent out in late summer for the fall cycle, it can be done under the new charge. However, it needs to go through the COC first, so this was for informational purposes at this time. If the proposed revisions are approved by the SEC, they will then be sent to the COC. If there are no substantial changes at that level, they will be presented to the Faculty Senate at its April meeting. Although it is not normal procedure to rush issues through committee, it is necessary in this case in order to implement with the new recruits for the fall semester under the new rules.

Chair Teague pointed out that although there were four substantive changes, the most explicit one addresses the term length which would be between one and three years. Another substantive change addresses the issue of when there have been a greater number of applicants than slots it will be possible that some could be asked to serve as an alternate if the person who is a member cannot attend. Currently, there is a provision for those who cannot commit to serving a whole term, but not for a few meetings.

There was a call to question. A motion was made and seconded for the SEC to approve the proposed revisions to the Research Council charge, forward the revisions to the COC for review and if no significant changes, the revisions would be presented to the full Senate at its April meeting. The motion was unanimously passed.

NEW BUSINESS

a. Honors and Awards Process (Susan Greenbaum)

President Greenbaum announced that she would like to see some changes, or at least some study, about how procedures are written and review how the nomination process for all awards is done by the Honors and Awards Council, as well as a number of other issues that need attention. She will ask Sergeant-at-Arms Barber to form a sub committee and begin to look at these issues. President Greenbaum asked for guidance from the SEC about how to proceed. The members' reply was "you go girl" on revamping the Honors and Awards Council charge.

b. Governance Task Force (Susan Greenbaum)

President Greenbaum announced that she would like to convene over the summer an ad hoc governance task force to look at how the Senate articulates with other levels of government. The departmental governance study is currently underway, and it is showing a lot of interesting things. There is also an effort underway to pull the different college councils together to see how the Senate and college councils could better articulate with each other. Vice President Permuth, Past President Bird, Senator Gregory McColm, and Library Council Chair Andrew Smith will be on the committee plus others.

There being no further business, the meeting was adjourned at 5:10 p.m.