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SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
May 9, 2007

Present: Michael Barber, Larry Branch, Roger Brindley, Jennifer Cainas, Gail Donaldson, Dale Johnson, Kim Lersch, Pritish Mukherjee, Gene Ness, Dewey Rundus, Steve Tauber, Graham Tobin, Linda Whiteford

The meeting was called to order at 3:04 p.m. The Minutes from the April 4, 2007, meeting were approved as submitted.

Using executive privilege, President Barber invited all of the Senate officers who will be taking office in August to join the summer Senate Executive Committee (SEC) meetings. He congratulated the new officers on their elections. Senator Tobin has volunteered to serve a second term as Parliamentarian. Senator Tauber was thanked for his service as Sergeant-at-Arms to the Faculty Senate. Senator Mukherjee was thanked for his service as Member-at-Large to the Senate Executive Committee. President Barber also thanked the council chairs for their participation on the SEC for the 2006-2007 academic year.

Today's meeting consisted of discussion items left over from previous Faculty Senate meetings. The first issue was a report from Senator Tauber regarding the most recently submitted PECO list on the CIP report. As chair of the Faculty Senate Ad Hoc Facilities Committee, Senator Tauber was contacted by Associate Provost Glover to discuss the PECO list and the five-year plan.

Discussion was held and it was agreed that the Faculty Senate Ad Hoc Facilities Committee should remain intact but with an expanded membership. Senator Tauber was encouraged to proceed with a survey in order to provide as much data as possible to influence future decision making. Member-at-Large Mukherjee cautioned that the Faculty Senate needs to be more proactive in setting its own agenda rather than reacting. President Barber asked that additional issues the SEC can focus on as a group should be sent to him.

1. Eligibility to Serve on Senate

At the request of the Faculty Senate, the SEC agreed to revisit the idea of allowing instructors to serve on the Faculty Senate. The pros and cons of instructor appointments were discussed. It was pointed out that lecturers and instructors should either not be part of the general faculty or they should be fully involved. Before a final decision could be made, it was agreed that the results of Senator Emanuel Donchin's Senate Restructure Ad Hoc Committee be reviewed. Vice Provost Dwayne Smith will also be invited to the June SEC meeting to give an update on the status of the instructor classification discussion.

2. Language for Officer Elections

Discussion was held regarding who is eligible to vote in officer elections. Secretary Johnson explained that, historically, new but not out-going Senators, vote. President

Barber made the motion that both the new and out-going Senators should be able to vote in officer elections. The motion was seconded. There was a call to question. The motion passed. This change will be reflected in the 2008-2009 election procedures.

A brief discussion was held regarding Senator biographical sketches on the Faculty Senate web site. It was agreed that Senators will be asked to provide a small biographical paragraph to Secretary Johnson.

At this time, Graduate Council Chair Roger Brindley, with the backing of the other SEC members, recommended that President Barber inquire into the possibility of hiring a part-time graduate assistant to work for the Faculty Senate. President Barber will pursue this endeavor.

3. Senate Survey Results

Referring to the responses Vice President John Ward received to his “E-Mail Survey of the Faculty Senate,” President Barber asked the SEC if there was anything else to be done with the responses. It was recommended that the survey should be made into a more formal instrument and presented to the Senators in September. Vice President Ward and Vice President Pro Temp Branch will be asked to carry out this task. Any questions to be added to the survey should be sent to the two Vice Presidents. President Barber will also make an announcement at the first Senate meeting that a revised survey will be forthcoming.

President Barber pointed out that based upon the survey responses, the April Senate agenda was rearranged so that Senate business was listed first with reports last. Everyone felt it was successful and that the format should be kept for all Senate meetings.

4. Senate Annual Report

President Barber proposed that a bulleted list of accomplishments and unfinished business for the academic year be printed for promulgation to the Senators. This would also be a mechanism for tagging open issues for the Senate to work on the following year. The information will be culled from the meeting Minutes from the Faculty Senate and SEC. In addition, President Barber will send an e-mail message to all of the chairs of the Faculty Senate Standing Committees and Councils asking for a one-page synopsis to be presented to the Senate membership in September.

5. New Senate Orientation

New Senators will be invited to an orientation meeting in August. Some suggested items for the new people were a summary sheet on the committees and councils, a summary sheet on the Board of Trustees workgroups, and the Constitution and Bylaws. Additional suggestions should be sent to President Barber. Interested SEC members should contact either President Barber or Senator Sondra Fogel.

6. Meeting Schedule 2007-2008

The following tentative meeting dates were distributed:

Senate Executive Committee

SVC 5012

September 5

October 3

October 31

November 28 or December 5 (Hanukkah)

January 9

February 6

March 5

April 2

Faculty Senate

College of Business, BSN 115

September 19

October 17

November 14

December (no meeting scheduled)

Westside Conference Center, Rooms A, B, C, Louis de la Parte Florida Mental Health Institute

January 23

February 20

March 19

April 16

Summer meeting dates (May, June, and July) will be added to the SEC schedule. It was decided to hold the last fall semester SEC meeting on November 28. With these changes, the 2007-2008 meeting schedule will be distributed to the Senators, as well as posted on the web site.

7. Other Topics

1. In the interest of shared governance, Vice Provost Ralph Wilcox will be asked to present the results of the Benchmarks Committee to the SEC at its July meeting.
2. Lakeland CEO Marshall Goodman will be invited to the June SEC meeting to share information on the strategic plan for that campus. President Barber added that over the course of the next academic year, each of the other campuses will be asked to do the same.
3. Graduate Council Chair Brindley asked for clarification on when the new Travel Module will be operational.

4. President Barber announced that President Judy Genshaft adopted his draft of the USF Faculty Governance Council charge. Meetings will be held with the heads of Sarasota, Lakeland, and St. Petersburg campuses to see how the campuses will deal with issues that are four-campus wide, such as tenure and promotion.
5. Library Council Chair Gail Donaldson asked the other council chairs that if their council has issues that relate to the Library Council to please forward them to her.
6. Secretary Dale Johnson commented that if the Faculty Senate wants to be a legislative body, it needs to have a clear idea as to which issues it wishes to legislate on. A couple of suggestions were academic programs (beginning new programs, as well as terminating existing programs) and benchmarks.
8. Additional Summer SEC Topics

June: Vice Provost Smith – instructor ladder
CEO Goodman – information for current and future prospects for Lakeland campus

July: Vice Provost Wilcox – results of Benchmarks Committee

There being no further business, the meeting was adjourned at 4:30 p.m.