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FACULTY SENATE MEETING
MINUTES
April 18, 2007

Faculty Senate President Michael Barber called the meeting to order at 3:05 p.m. The Minutes from the meeting of March 21, 2007, were approved as presented.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

a. Results of Officer Election (Dale Johnson)

Secretary Johnson announced the results of the election for 2007/2008 as Senator Larry Branch for Vice President, himself as Secretary, and Senator Philip Shenefelt to represent the College of Medicine on the Committee on Committees. There will be a run-off election for the Sergeant-at-Arms and Member-at-Large and everyone was encouraged to vote.

b. Nominations from Committee on Committees (Kim Lersch)

Committee on Committees (COC) Chair Lersch asked for a motion to approve the slate of nominees to fill membership vacancies on the University-Wide Committees and Councils. These appointments will be effective Fall Semester 2007. Vacancies still exist for which the COC will solicit nominees during the summer. A motion was made, seconded and unanimously passed to accept the slate of nominees.

Chair Lersch announced that there is still a need for one representative from each college to serve on the COC for 2007/2008. Interested Senators should contact her.

c. Honorary Degree Revisions (Rajan Sen)

Honors and Awards Council Chair Sen attended the meeting to present proposed changes to the Honorary Degree Guidelines. The changes consisted of restructuring the guidelines to separate criteria from procedures, minor editorial changes and corrections listed under procedures, requirements for criteria and documentation specified as bullets, page limit on supporting information, electronic submission, the addition of new doctorates in Architecture, Marine Sciences, Nursing and Public Health, and a revised checklist that is consistent with the guidelines. In addition, the deadline submission dates were changed from fixed to variable. The changes were previously approved by the Executive Council. A motion was made and seconded with a unanimous vote to approve the submitted changes which will be effective Fall Semester 2007.

d. Collective Bargaining Resolution (Pritish Mukherjee)

President Michael Barber announced that based upon the recent agreement between the United Faculty of Florida and the USF administration, this resolution was withdrawn at the request of Senator Mukherjee.

e. Structure/Restructure of the Faculty Senate Operations (John Ward)

On March 23, 2007, Faculty Senate Vice President John Ward sent an email to all members of the USF Faculty Senate stating his premise about the general purpose of the Senate, Senate meetings, and importance and value of Senate membership. He then asked Senate members to respond to four questions related to operations of the Senate meetings, frequency and duration of the meetings, and structure of Senate representation. Between the 23rd and April 2nd, Vice President Ward received ten responses to the email. Seven of the ten responses included comments related to one or more of the questions. For today's meeting he prepared a restatement of the premise which included excerpts from the respondents' emails. One of the first steps taken was the rearranging of today's agenda to have the business of the Senate first with reports being last. In addition, a microphone was placed in the middle of the room for individuals to use for comments and/or questions.

Other areas that were suggested for improving the structure of the Senate meetings included: staying within the established time limits with the assistance of the parliamentarian; debates should take place at committee, not Senate, meetings; Senators should speak only one time per issue; electronically distribute committee reports before the meetings; e-mail process needs to become more accessible; the need for a new Senator orientation; ideas/ways to encourage the university to acknowledge in a more visible way the work done by Senators; revisiting the work done by the USF Ad Hoc Constitution Committee; getting to know fellow Senators; Senate needs to decide what it should be doing; use of Blackboard on website for discussion; is Senate a legislative or administrative body; more Senate involvement with strategic plan; electronic newsletter; and invite the vice president of USF Health to attend one meeting per semester to report on faculty issues.

Vice President Ward pointed out that although these are good suggestions, it will take more than a few people to make them happen. One way is to form workgroups and move issues forward.

President Barber added that there will be a new Senator orientation in August before the fall semester begins. An ad hoc committee is being formed; interested individuals should contact Senator Sondra Fogel. He asked that any additional suggestions related to the operations of the Faculty Senate meetings be sent either to him or to any member of the Senate Executive Committee.

OLD BUSINESS

a. Eligibility for Senate Membership

President Barber asked whether or not the Senate body thought the issue of allowing instructors to serve on the Faculty Senate should be pursued. With a show of hands, it was determined the issue should be pursued. The SEC will explore this issue over the summer.

b. Statement of Philosophy (Michael Bowen)

Senator Bowen presented a Draft Statement of Academic Assessment Philosophy. The purpose of the document, prepared by the USF Assessment Steering Committee, is to provide the USF community with guidelines that can be used by faculty members and programs to define desired learning outcomes and develop appropriate and meaningful assessment programs that are valued and supported by students, faculty, and administrators. The Steering Committee had received feedback from the SEC and was seeking additional comments, feedback, and approval from the Faculty Senate. Recommendations from the Senate included: accessibility, either by individuals or groups who are interested in the educational process at USF, should be stressed; those departments that are involved should provide some sense of the formative process; and that it should be stated in the document that faculty and student evaluations are not included. With the document amended to reflect these recommendations, a motion was made and seconded to move it forward. The motion was unanimously passed.

NEW BUSINESS

No new business was presented at this time.

ISSUES FROM THE FLOOR

At this time, the following issues were made from the floor:

- Faculty will be receiving an e-mail from the Council on Educational Policy and Issues asking for feedback on student rating instruments (or course evaluations) which will be used to revise the current student evaluations.
- A recommendation was made to Senators looking at student evaluations to check out an article just published in the March 2007 issue of the *American Educational Research Journal* by USF's very own Dr. Tony Onwuegbuzie. AERJ is highly prestigious and this is a very relevant study (Onwuegbuzie, T., et al. (2007). Students' Perceptions of Characteristics of Effective College Teachers: A Validity Study of a Teaching Evaluation Form Using a Mixed-Methods Analysis. *American Educational Research Journal*, 44(1), 113-160).
- The Faculty Senate Ad Hoc Facilities Committee was asked by the Provost's Office to make recommendations on a revised Five Year PECO list which was different than the one presented to the SEC two weeks earlier. The Facilities Committee reprioritized the list based upon the previous plan within a forty-eight hour timeframe. Senator Tauber, Chair of the Facilities Committee, pointed out that despite the quick timeframe, this was an example of shared governance working.
- It was recommended that the Faculty Senate should send its condolences to Virginia Tech. Discussion of what safety procedures are in place at USF should also take place.

REPORT FROM PROVOST RENU KHATOR

Provost Renu Khator's report consisted of the following items:

- In response to the Virginia Tech tragedy, USF has taken a look at its safety procedures and recommendations have been made to improve it. Senators were asked to register their cell phone numbers with MoBull Plus, an instantaneous emergency communication system, so that broadcast emergency alerts can be sent directly to their cell phones.
- Senator Tauber and the Facilities Committee were thanked for creating a revised PECO list that covers growth, research, and the condition of the buildings. The newly revised list will now be presented to the Board of Trustees (BOT).
- Legislatively, money is being shifted toward campus security. The Board of Governors is planning to create legislation that will support safety concerns campuses need to have.
- Seven system-level management councils are now operational. All issues for the BOT will now go through the appropriate council.
- The administration will be working on the strategic plan over the summer. It is anticipated that the guidelines will be in place by the fall semester.

REPORT FROM USF UNITED FACULTY OF FLORIDA PRESIDENT SHERMAN DORN

USF United Faculty of Florida President Dorn's report consisted of the following:

- There is a signed agreement between the United Faculty of Florida (UFF) and the USF BOT. The raise pool for this year is 4.5 percent, and merit raises will be retroactive to October 1st 2006. The agreement also includes a formula for addressing the severely below-market salaries of faculty who have consistently been evaluated at strong or better and have worked at USF for several decades. If the agreement is ratified by faculty, the BOT will ratify it in early May. A meeting for faculty and professional employees will be held on Friday, April 20, 2007, to which everyone was encouraged to attend.
- UFF is working to take legal action on the state ban for universities handling any monies from any source for travel to countries designated as terrorist states by the Department of State. The preliminary injunction was denied. He anticipates that UFF will join that soon and will keep the Faculty Senate apprised of the situation.
- UFF and the administration have two consultation meetings scheduled before the end of the month.
- The incidence that occurred at Virginia Tech this week should make everyone look again at what can be done about campus security. Consideration should be given to the

changes that need to be made. UFF President Dorn is committed to making sure that UFF looks into what can be done to make USF more secure for faculty, staff, and students.

- Concern was expressed about the relationship between human resources, vice presidential areas, the USPS, and the reclassification project recently implemented. Regardless of the monetary effects upon staff, the way it has been conducted has affected some of the staff that many of the faculty work with. Although UFF does not represent the staff, everyone has an interest in making sure that the staff are dealt with equitably and communications do not run rampant. He encouraged Senators to let their staff know that they have heard about the reclassification and understand that it came on all of a sudden and listen to their concerns.

REPORT FROM FACULTY SENATE PRESIDENT MICHAEL BARBER

Faculty Senate President Michael Barber's report consisted of the following:

- As this was the last Faculty Senate meeting for the 2006/2007 Academic Year, the outgoing Senators were recognized and their service acknowledged.
- The current SEC will continue to meet over the summer during May, June, and July.
- There will be a new Senator orientation.
- The language for the officer elections will be examined.
- The strategic plan will be discussed over the summer.
- Senator Graham Tobin has agreed to continue as Parliamentarian for the 2007/2008 Academic Year.
- Any suggestions for inter-Senate interaction to help foster a sense of community should be sent to President Barber.
- Once an intercampus faculty council has been finalized, the Faculty Senate will be apprised.

The meeting was adjourned at 4:55 p.m.