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FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
July 23, 2008

Present: Michael Barnett, Elizabeth Bird, Larry Branch, Gail Donaldson, Emanuel Donchin, Susan Greenbaum, Dale Johnson, Sang-Hie Lee, James Strange, Paul Terry

In President Michael Barber's absence Vice President Larry Branch conducted today's meeting and called the meeting to order at 3:07 p.m. The Minutes from the meeting of July 11, 2008, were approved as corrected.

REPORT AND ANNOUNCEMENTS FROM VICE PRESIDENT LARRY BRANCH

His report consisted of the following items:

1. A message from President Genshaft was sent to USF faculty and staff soliciting names for the search committee for the position of Senior Vice President for Business and Finance. Secretary Dale Johnson stated that President Barber did respond to the President and Secretary Johnson was recommended. He announced that the committee has met and the process is moving along.

Discussion was held regarding the importance of having interaction between the candidates and faculty. It was agreed that there should be interviews of the finalists with faculty. Secretary Johnson will take back to the search committee the position of the Senate Executive Committee (SEC) that when candidates are interviewed there should be some involvement of the SEC with the finalists. There should also be a standard feedback form. Another comment was the need for a more formal process to approve individuals for senior-level positions. A motion was made and seconded that the Faculty Senate sponsors faculty forums for finalists. A formal vote was never taken on this motion.

The topic of the formation of a committee to begin the search for a provost was discussed. It was the consensus of the SEC that this issue be brought to the attention of President Genshaft with the inquiry to know the next step in this process. Vice President Branch commented that the issue will be revisited after August 1st.

2. United Faculty of Florida (UFF) President Sherman Dorn disseminated a message to faculty that UFF is representing several faculty members in their grievance over the Academic Affairs reorganization. Discussion was held as to whether or not the issues are work or academic related. The consensus was that the reorganization will definitely affect academic, as well as work conditions. It was pointed out that using USF policy 10-050 on Academic Freedom and Responsibility UFF is grieving the right to be involved in the reorganization process. The issue of the status of the grievance will be on the agenda of the first Faculty Senate meeting. USF Policy 10-050 will also be included.

Committee on Faculty Issues (CFI) Chair Paul Terry recommended that paragraphs in the Constitution about such issues of whether or not the faculty owns the curriculum, does or does not the faculty supply the curriculum to determine programs should be highlighted and distributed. Vice President Branch asked incoming Secretary Michael Barnett to pay close attention to this suggestion for consideration by the new Senate leadership.

3. Vice President Branch made reference to an e-mail from Women's Studies Professor Kim Vaz bringing him up to date on that department. In a single semester the Women's Studies Department lost all faculty. The message included a page of problems encountered in the lack of cooperation by USF and ends with the question "Surely the Senate can do something to help us." Vice President Branch is open to any suggestions as to how to respond.

OLD BUSINESS

- a. Faculty Handbook – Larry Branch

Vice President Branch announced that all the revisions received had been incorporated into the draft Faculty Handbook. He pointed out that the Faculty Senate was completing a responsibility that was asked for and it should not be assumed that the Faculty Senate has ownership; that lies with the Administration. It is ready to be sent back to the Administration for subsequent revisions. A motion was made and seconded to forward this draft Faculty Handbook to the Administration. The motion was unanimously passed. Vice President Branch will draft a transmittal letter which will state that in the future it is the responsibility of the Administration to update/revise the Faculty Handbook with the concurrence of the Faculty Senate.

NEW BUSINESS

- a. Draft of University Structure Change Policy – Emanuel Donchin

Council on Educational Policy and Issues (CEPI) Chair Donchin explained that the proposed policy outlines what an orderly process should look like if the status quo of the university is to be changed. Instead of talking about specific realignment, CEPI decided to define something called the "status quo" and that anyone could recommend changes in the status quo by following this policy. CEPI Chair Donchin added that in connection with the previous discussion by the SEC, nothing prevents the SEC from adopting this policy and then adopting a second resolution that states that given that this is the process, the Provost could be asked to reconsider the current realignment declaration and to try to adhere to this process and start over. He reiterated that the basic idea of this policy is that it outlines what an orderly person should do when it comes to recommending changes to the status quo of the university. The question was asked what kind of policy is being proposed. CEPI Chair Donchin replied that CEPI would like for this to become a formal university policy. A motion was made and seconded that the proposed draft on University Structure Change be accepted by the SEC to be presented to the Faculty

Senate with a request made to the Provost that it go through the promulgation process to become policy. The floor was opened for discussion.

CFI Chair Terry commented that this document would have more clout if reference is made to USF Policy #10-050 Academic Freedom and Responsibility. Senator-at-Large Elizabeth Bird stated that this document could be called a procedure for how the policy on academic freedom is implemented and ask that it be moved through the promulgation process to become policy.

A recommendation was made to change #9 to state that “Nothing in this policy affects the policies and procedures of the Board of Trustees and its committees.”

Graduate Council Chair James Strange asked if item #2 includes changing a department or a cluster of departments to a division and changing the name. CEPI Chair Donchin explained that the term school, according to findings of a review of the Council of Chairs documents, is inappropriate because school is defined as being synonymous with departments. The term division has been proposed and is used in the College of Arts and Sciences governance document proposal as the name that will be applied to the structures that are created by the realignment. CFI Chair Terry commented that this is also a SACS issue and encouraged CEPI look at the SACS requirement to make sure it has not changed for accreditation. He explained that when SACS reviews a university for accreditation, the breakdown is first by departments, then divisions, schools and then colleges. He explained that it is based upon the number of faculty and the number of students enrolled from an accreditation perspective. CFI Chair Terry recommended that on August 1st Faculty Senate President Branch request a copy of the SACS affirmation document to know what has put included.

CFI Chair Terry summarized the discussion that this draft be put forth as *proposed guidelines* for restructuring and reorganizing educational programs under USF Policy #10-050 Academic Freedom and Responsibility. He stated that it is important to tie the guidelines into an existing policy in order to add validity.

Another recommendation was made to item #2 so that it reads that “Any *member of the university community* is free to propose changes to the status quo.”

CEPI Chair Donchin will incorporate the SEC recommended changes and resend to the SEC. After a final review by the SEC, it will be presented to the full Faculty Senate. If approved at that level, a request will be sent to Provost Wilcox to promulgate it through the policy process.

At this time, discussion ended and the motion to accept this document with a request to CEPI Chair Donchin to revise and resend it to the SEC was unanimously passed.

There being no further business, the meeting was adjourned at 4:50 p.m.