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## AY 2007/2008 FS meetings minutes: 08 Jan 23

Faculty Senate

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**FACULTY SENATE MEETING  
MINUTES  
January 23, 2008**

Faculty Senate President Michael Barber called the meeting to order at 3:10 p.m. The Minutes from the October 17 and November 14, 2007, meetings were approved as presented.

**OPENING REMARKS FROM FACULTY SENATE PRESIDENT MICHAEL BARBER**

President Barber addressed those present and welcomed new members, Senator William Armitage (Lakeland campus), Senator Carlos Lopez (Arts and Sciences), as well as newly appointed Associate Vice President Linda Whiteford and Associate Provost Tapas Das. He spoke briefly regarding the preparation for the upcoming elections for Senate members for the next academic year.

**REPORTS BY OFFICERS AND COMMITTEE CHAIRS**

a. Senate Elections: Apportionment, Schedule, Vacancies (Dale Johnson)

Secretary Johnson presented three documents for review:

- (1) 2008/2009 Senate Election Schedule starting on January 23, 2008 and ending April 16, 2008. He asked members to review and note the deadlines for each activity/event.
- (2) 2008/2009 Voting Units and Apportionment is based on the current scheme. A brief discussion was held regarding the St. Petersburg Campus and whether or not, that due to its separate accreditation, faculty on that campus should be included in the apportionment. Professor Emanuel Donchin, Chair of the Council on Educational Policy and Issues (CEPI), announced that CEPI would be discussing and preparing a proposal on the definition of “regional” campus to be presented at the next Senate Executive Committee meeting. Secretary Johnson pointed out that at this time, the election process would continue to operate under the existing apportionment criteria contained in Section B of Article 2 of the Constitution of the Faculty.
- (3) Nominations for University of South Florida Faculty Senate 2008/2009 Election  
This form contained the qualifications of nominees, as well as the list of vacancies. Secretary Johnson reiterated that the election nomination process would proceed as usual until further clarification was obtained regarding St. Petersburg Campus at which time any adjustments would be reflected. The deadline for the submission of nominations to the Faculty Senate Office is 5:00 p.m. on Friday, February 8, 2008.

A motion was made and seconded to adopt the current 2008/2009 Voting Units and Apportionment, listing the voting units based upon the faculty count for the various colleges. The motion unanimously passed without further discussion.

b. Election of Member-at-Large (Dale Johnson)

Three nominations were received for Senator Whiteford's replacement as Member-at-Large to the Senate Executive Committee. They were: Senators Ellis Blanton, Michael Bowen, and Sang-Hie Lee. The term of office is effective immediately until the beginning of Fall Semester 2008. However, the incumbent may run for a full-term seat during the next election process. Secretary Johnson asked for nominations from the floor. None were made. Ballots were distributed to Senators before the meeting. Everyone was asked to vote for one nominee and turn in their ballots at the end of the meeting to either Secretary Johnson or Sergeant-at-Arms Gene Ness.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

a. Proposed Change of USF Policy on Emeritus Status

President Barber referred to agenda item "Memorandum received from Vice Provost Dwayne Smith for Faculty and Program Development dated November 14, 2007." The Provost's Office has asked the USF Faculty Senate to review the recommended change regarding the initiation for the process of awarding Emeritus status. The change requested is to define the time frame for the submission of applications.

Senior Vice Provost Smith added that the general impression of this award is that the Emeritus application must be made after the individual has retired. The proposed change will provide clarification of this issue. The appropriate time to make an Emeritus application would be the last semester of the person's full time employment. The intent of the award is to be able to name the person, upon his/her retirement, as having obtained Emeritus status.

President Barber referred to the wording of the amendment, quoting: "Although later applications will be considered, the process should begin during the faculty member's final semester of full employment and be submitted to the Provost's Office no later than one month before the end of that semester." There was a call for discussion.

A question was asked if late applications would be considered. Senior Vice Provost Smith responded that the present policy is "silent" on that matter. Because of this, the issue of late applications will not be addressed within this proposed change.

Another question was raised if a candidate is eligible if he/she is not fully employed. Senior Vice Provost Smith responded that this is entirely possible. If a candidate is in phased retirement during their last semester they would be considered “fully employed.”

Hearing no further discussion there was a call to question. A motion was made and seconded to approve the proposed change as written. The motion unanimously passed.

CEPI Chair Donchin stated for the record that he appreciates the fact that this request has been presented to the Senate for approval and that other changes in the Senate policies, such as Emeritus parking, also required Senate approval. President Barber responded that the parking issue was not appropriate to discuss at this time.

## **ISSUES FROM THE FLOOR**

There were no issues from the floor.

## **REPORT FROM PRESIDENT JUDY GENSHAFT**

President Genshaft’s report consisted of the following:

Webcasts are being broadcast monthly in an effort to keep the community updated on issues particularly as they pertain to budget reductions.

The downhill trend of the economy has affected all universities throughout the State of Florida. USF (as well as all universities) received 3.6 percent less in monthly allocations beginning July 2007. In January 2008, USF received additional reductions in monthly allocations. Another reduction could occur in April, 2008.

The Legislative Session scheduled for late January or early February will reveal the 2007-2008 budget. President Genshaft emphasized the importance and impact these cuts will have on USF. She stated that many universities are utilizing methods to maximize budget dollars such as cutting staff positions, not replacing vacant faculty positions, consolidation of campuses, hiring freezes, and a freeze on the purchase of non-essential items. President Genshaft commented on ways USF could reduce costs and raise revenue.

President Genshaft explained that due to the changes in the PECO bill, 30 percent of funds are restricted for the construction of buildings for higher education. It is anticipated that some of this funding will be set aside for infrastructure completion of USF’s Visual and Performing Arts building, science and technology building, and the Lakeland campus. She emphasized that construction money could not be used for instruction.

President Genshaft complimented the Senate for their continued hard work. Spring semester enrollment is strong. She is proud of the fact that students at USF are achieving high honors and the academic enterprise always receives high marks.

Comments received from Senators included: USF should mimic the marketplace, business operations need to be revamped, and support programs should be initiated to address the human element side of these cuts for people affected by layoffs. Vice President Branch added that faculty participation in the budget reduction only includes Academic Affairs and not the Health Sciences.

President Genshaft summarized by stating that there are things happening that keep USF moving, but need to be streamlined.

Other announcements from President Genshaft included:

- Proposals for five Centers of Excellence have been submitted.
- New partnership has been created between NCI Moffitt Cancer Center and University of Florida Shands Health Care.

### **REPORT FROM VICE PRESIDENT FOR ADVANCEMENT JEFFREY ROBINSON**

Vice President Robinson discussed the following fund raising suggestions and provided Senate members with a contact list of all college Chief Fund Raising Officers:

- Keep in contact alumni to foster discussions and provide introductions.
- Seek out external sponsors such as corporations or foundations while performing research; development officers should know of any private benefactors.
- When dealing with prospects that show an interest in a certain subject, refer those individuals to development officers to develop future relationships.

Vice President Robinson is collaborating with the various campus deans, Provost Ralph Wilcox, and Vice President Steve Klasko in determining the needs and funds each of the colleges will be able to raise. USF fundraising is on track to raise five million dollars over the previous year.

Vice President Robinson reviewed the following reports:

- USF Division of University Advancement - December 2007: This organizational chart lists the persons responsible for the Advancement Units under the direction of Vice President of University Advancement, Jeff Robison.
- USF Foundation, Inc. – Securities Portfolio: This financial chart depicts the amount of monies available for spending. Ninety-eight percent of the money in the USF Foundation is restricted by the donor to a particular program, department, or use.
- Prospectus University of South Florida Foundation: This prospectus outlines the various investment objectives and policies, asset selection and allocation, spending policy, administrative fee policy, and communication and reporting matters.

Vice President Robinson commented that USF's estimated capacity to raise money in a comprehensive campaign is approximately six hundred million dollars. The objective is to customize the academic needs identified by deans to USF's ability to raise funds. A traditional donor pyramid was explained which generated the following suggestions from the floor: (1)

market graduates to give unrestricted small donations in various units that could actually be used for purposes that the university defines; and (2) USF should create its own donor pyramid. Senators were encouraged to contact Vice President Robinson's office to offer suggestions on fund raising efforts and in terms of participatory research and community engagement as recommended by Past President Susan Greenbaum.

## **REPORT FROM PROVOST RALPH WILCOX**

Provost Wilcox's report consisted of the following items:

- Thanked faculty members who donate to USF.
- Supported Past President Greenbaum's suggestion of reaching out to the community by contacting community friends to support USF fundraising efforts.
- Deans have been asked to submit their compelling arguments for the strategic plan in terms of new hires and those positions that should continue. Responses to the deans will be completed by next week. Positions approved for continuation will move forward. Other vacancies will be placed on hold until additional direction or suggestions are received from the Budget Priority Advisory Task Force.
- The system funding summer school needs revamping by adopting a different model in order to continue the impressive growth in productivity and quality at USF.

## **REPORT FROM USF UNITED FACULTY OF FLORIDA PRESIDENT SHERMAN DORN**

UFF President Dorn clarified that there is no competition between the collective bargaining agreement and the cost recovery model because there is no cost recovery model in the collective bargaining agreement.

The Steering Council for UFF was scheduled to meet during the upcoming weekend. UFF President Dorn anticipates the results will be two long-term government policy issues. One is that UFF will probably be aligned behind the Board of Trustees and the Board of Governors in terms of trying to minimize the damage to the higher education system. Second, UFF will probably, at some point, support the general budget proposals.

Reference was made to two handouts made available at the beginning of the meeting: Types of raises for 3-Year Average – 2004-05, 2005-06, 2006-07 and An overview from Peter D. Hart Research Associates, Inc. from "How Should Colleges Assess and Improve Student Learning."

Dr. Dorn stated that in his opinion, regardless of the budget crisis, that among the things faculty need to hold onto are academic values. He encouraged the Senators to contact their legislatures now before the session begins and tell their stories about the research they do and the students they teach.

## **REPORT FROM FACULTY SENATE PRESIDENT MICHAEL BARBER**

President Barber closed with the following information and remarks:

- Thanked everyone working on the Budget Priority Advisory Task Force for their efforts and focus on the importance of this process.
- Future issues include the undergraduate plus/minus grading system and a discussion on parking for Emeritus faculty.
- The Senate Executive Committee is working on the tenure and promotion guidelines to include community engagement.
- There is now a Memorandum of Understanding to encourage a working relationship between USF and Mote Marine.
- A meeting has been held with UFF President Dorn to discuss better communication between the union and the Senate.
- The future of the Johnnie B. Byrd Sr. Alzheimer's Center and Research Institute.
- Vice President of Research and Innovation Karen Holbrook will be the guest speaker at the February Senate meeting to discuss the research environment at USF.

The next Faculty Senate meeting will be held on Wednesday, February 20, 2008, in BSN 115.

There being no further business, the meeting was adjourned at 5:12 p.m.