AY 2013/2014 SEC meeting minutes: 07 May 14

Faculty Senate
USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
May 7, 2014
3:00 – 5:00 p.m., Student Services (SVC) 5012

1. Call to Order, Review of Agenda
2. Approval of Minutes from April 2, 2014
3. Reports by Officers and Council/Committee Chairs (35 minutes)
   a. COC & General Education Council – Ellis Blanton, Karla Davis-Salazar
   b. Update on Leadership Assessment Process – Barbara Lewis
   c. Emeritus Guidelines – Steve Permuth
   d. T&P - Greg Teague and Ralph Wilcox
   e. Follow-up SEC Officer Business from Senate Meeting
   f. Reports from Other Councils/Chairs and Initiatives
4. Old Business
   a. Report of Senate action on Engineering Restructuring Proposal – Greg Teague (5 minutes)
   b. Planning for Follow-up on Classroom Capture Action – Steve Permuth, Drew Smith, Ralph Wilcox (5 minutes)
5. New Business
   a. Appointment to Senate - Barbara Lewis
   b. Discussion: Methods for Conducting Unscheduled Business – Greg Teague & Steve Permuth
   c. Planning for Honorary Degrees – Greg Teague, Marzenna Wiranowska / Michael Teng
6. Report from Provost and Executive Vice President Ralph Wilcox (25 minutes)
7. Report from USF Faculty Senate President and USF System Faculty Council Vice President Gregory Teague (5 minutes)
8. Other Business from the Floor

Adjourn - Next Scheduled Meeting – June 4, 2014
USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
May 7, 2014

Present: Ellis Blanton, Karla Davis-Salazar, Phil Levy, Barbara Lewis, Wendy Nembhard, Steve Permutt, Scott Rimbey, Andrew Smith, Brianne Stanback, Gregory Teague, Michael Teng, Marzenna Wiranowska

Provost’s Office: Dwayne Smith, Ralph Wilcox

Guests: Arthur Shapiro (UFF)

President Teague called the meeting to order at 3:03 p.m. The agenda was approved as presented. The Minutes from the meeting of April 2, 2014 were approved as written with abstentions from two members who did not attend.

REPORTS BY OFFICERS AND COUNCIL/COMMITTEE CHAIRS

a. COC & General Education Council (GEC) – Ellis Blanton, Karla Davis-Salazar

GEC Chair Davis-Salazar explained that under the new council charge, the membership elected Dr. Scott Rimbey as the 2014-15 chair. However, his term ends in August and all of the CAS vacancies have been filled. In the interim, one of the CAS GEC members resigned which opens up a seat for Dr. Rimbey. Discussion was held. President Teague cautioned the SEC about intervening in the COC process. It was decided to let the process proceed as normal rules dictate which is to solicit nominations for the vacant CAS seat on GEC for which Dr. Rimbey is eligible to apply. While waiting for a COC decision, Dr. Rimbey will serve as GEC chair.

b. Update on Leadership Assessment Process – Barbara Lewis

Secretary Lewis reported that due to technical problems with the USF faculty list being generated, it is anticipated that it will be ready by the end of this week. There will be three surveys for faculty (President assessment, Provost assessment, and faculty morale/climate assessment) and one vote for approval by the general faculty on the revised Constitution of the Faculty of the University of South Florida. Discussion was held on how to proceed. It was agreed to open the process as soon as possible so that faculty will have the opportunity to provide feedback during the summer on all items. Reminders should be sent throughout the summer with closure to take place in the fall. Results will be reviewed in the fall with the Senate.
c. **Emeritus Guidelines (CFI) – Steve Permuth**

As chair of the Council on Faculty Issues (CFI), Senator Permuth reported that the council has been asked to review the 2008 Emeritus Guidelines and provide a resolution statement to the Senate. President Teague clarified that CFI will have another dialogue with the SEC before a final statement is presented to the Senate in the fall.

d. **T&P – Greg Teague and Ralph Wilcox**

President Teague reiterated that the final version of the T&P guidelines has been forwarded to the Provost. Another point of business was the changes to the regulations put together by the committee. The Office of General Counsel (OGC) has reviewed the changes and has notified President Teague that it would like another word substituted for “significant” in regards to materials evaluated. The OGC suggested using “distinguished” to which President Teague counteroffered using “demonstrated excellence in academic achievements” because distinguished refers to an individual and not materials. At this time, he has not heard back from the OGC.

Provost Wilcox reported that promulgation of policy #10-116 USF System Policy on Tenure and Promotion was moving forward. The deadline to provide feedback is May 16 after which the policy will be reviewed and revised, if appropriate. This policy, along with any amendments to USF System Regulation #10-106 (Faculty Promotion and Change in Assignment) and USF System Regulation #10-105 (Faculty Tenure) will be presented to the BOT ACE (Academic and Campus Environment) Workgroup on May 22 for consideration before moving to the BOT in June.

President Teague reported that the OGC has provided him with draft letters containing language addressing the issue of partially redacted letters to be sent to the people asked to write letters of recommendation. This information will be forwarded to the T&P committee. He also reported that he will be convening the group who volunteered to work on the digital application process, work that will need to occur in the upcoming academic year. Although the T&P committee has now formally fulfilled its charge, it will also likely be willing to consult in the upcoming project of revising criteria.

Provost Wilcox announced that Ms. Valeria Garcia will be heading up the Office of Decision Support, as well as working with the T&P group along with Senior Vice Provost Dwayne Smith. Ms. Garcia is working on a new “faculty mart” which will roll out in the near future.

At this time, discussion took place in response to Provost Wilcox’s question as to whether or not the language in the T&P guidelines provides the opportunity for a college to request separate probationary periods by schools but not at the department level. A definitive answer was not reached. Therefore, President Teague will consult the T&P committee on this and provide feedback to the Provost.
Follow-up SEC Officer Business from Senate Meeting – Greg Teague

President Teague presented former Sergeant-at-Arms Arthur Shapiro with a recognition plaque for his years of service to the USF Faculty Senate.

Reports from Other Councils/Chairs and Initiatives

1. Chair-elect of the Publications Council, Mr. Drew Smith, announced that the council was able to fund the 3 faculty publications received this year. Provost Wilcox was thanked for providing the funding and support for this council. Mr. Smith reported on behalf of the Council on Technology for Information and Research (CTIR) that members met with Mr. John Long, Chief Operating Officer, Nicholas Setteducato, Nicholas Trivunovich, and Michael Pearce to discuss the student technology fee process. These individuals strongly emphasized that faculty from CTIR be part of this redesign process.

OLD BUSINESS


President Teague will forward a report to Provost Wilcox on this proposal which was unanimously approved by the USF Faculty Senate on April 16, 2014.

b. Planning for Follow-up on Classroom Capture Action – Steve Permuth

Senator Permuth reiterated that Provost Wilcox should proceed with a formal policy as approved at the last SEC meeting. He recommended that Mr. Drew Smith, who has been involved in the process from the beginning, be part of the team that creates the policy. President Teague recommended to Senator Permuth that USF St. Petersburg has information that would be helpful, and he should contact Dr. Steve Lang at that institution.

NEW BUSINESS

a. Appointment to Senate – Barbara Lewis

Secretary Lewis presented a self-nomination from Dr. Timothy Boaz to fill a vacancy in the College of Behavioral and Community Sciences. Due to the fact that his nomination was received after the election process, his appointment will be for one year with encouragement to apply next year for a three year term. A motion was made and seconded to appoint Dr. Boaz for a one-year term effective with the Fall Semester 2014. The motion unanimously passed.

b. Discussion: Methods for Conducting Unscheduled Business – Greg Teague and Steve Permuth

This item was deferred.
c. Planning for Honorary Degrees – Greg Teague, Marzenna Wiranowska, Michael Teng

Discussion was held as to how the Honors and Awards Council (HAC) might be able to increase the number of honorary degree nominations. Chair-elect Teng is open for suggestions on how to get more candidates for all of the awards offered under the auspices of the Faculty Senate. The HAC was encouraged to discuss this issue among its membership and report back to the SEC with its suggestions. President Teague will ask for a report from members of the USF System Faculty Council about how they recruit for honorary degrees.

REPORT FROM PROVOST AND EXECUTIVE VICE PRESIDENT RALPH WILCOX

Dr. Wilcox reported on the following items:

Updates

Dr. Charles Lockwood joined USF Health as Senior Vice President on May 5, 2014. It was suggested to President-elect Levy to consider inviting Dr. Lockwood to join the Faculty Senate in the fall.

Searches

Although 4 finalists have been brought in for the College of Engineering Dean position, the search is continuing. Interviews are being finished for the Dean of the Honors College. May 16, 2014 is the deadline for receipt of applications for the position of Vice Provost for Strategic Planning and Performance Accountability.

Enrollment

Overall, there has been improvement in summer enrollment due to the deliberate recruitment efforts.

Work Plan

A draft copy of the USF Tampa Work Plan Presentation for 2014-15 Board of Governors Review was distributed. The Provost pointed out that this plan is for the Tampa campus only; separate reports will be submitted by the other institutions with a roll-up plan for the USF System. This work plan will be presented to the BOT ACE Work group on May 22, with the final version presented to the BOT in June.

Legislative Update

A Summary of New Issues Funded in FY 2014-2015 State Budget-USF System was distributed and reviewed, along with House Bill 5101 establishing the Florida Center for Cybersecurity at USF.

There being no further business, the meeting was adjourned at 5:25 p.m.