1-1-2002

AY 2001/2002 FS meetings minutes: 01 Sep 26

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FACULTY SENATE MEETING
MINUTES

September 26, 2001

The meeting was called to order at 3:07 p.m. Before conducting business, President Paveza asked for a moment of silence for faculty who have passed away during the last academic year. Secondly, given the events of September 11, 2001, President Paveza asked for an additional moment of silence to remember the victims of that particular day.

The first item of business was the approval of the Minutes as presented from the meeting of April 18, 2001.

FACULTY SENATE PRESIDENT'S REPORT AND ANNOUNCEMENTS (Gregory Paveza)

After welcoming everyone to the first Faculty Senate meeting of the 2001-2002 academic year, President Paveza made the following comments:

- In June, Governor Bush appointed the thirteen member board of the University of South Florida (USF) Board of Trustees (BOT). In August, the BOT had its first meeting at which Trustee Richard Beard was elected as Chair and Trustee Rhea Law as Vice-Chair. The Governance Committee and Vision Committee were also appointed. President Paveza attended this first meeting and as a follow-up, he sent President Genshaft in her role as Corporate Secretary, a memorandum outlining what he felt would allow for participation by the faculty in the governance of the University. A copy of this memorandum was included in today's meeting materials, and President Paveza will be asking later in this meeting for the Senate's endorsement of that memorandum.

- In late August, both of the BOT's committees met and began the development of a governance document for the BOT, and to move forward toward the development of a mission statement and strategic plan for the University.

- On September 21, 2001, the BOT met for a second time for a budget workshop and its second meeting. At the budget workshop, Vice President
Carlucci presented information about the University's budget for next year which, according to President Paveza, is "frightening." He has discussed with Vice President Carlucci the idea of holding a budget workshop for members of the Faculty Senate in conjunction with members of the Administrative and Professional (A&P) Council and the University State Personnel System (USPS) Senate. He urged all Senators who can attend to do so when the workshop is scheduled.

- In addition to the change in governance structure, there are other issues which the Senate must face this year. One of the most pressing from President Paveza's viewpoint is the lack of minority faculty participation in faculty governance. He stressed that minority faculty must be involved in the committees and councils and as members of the Senate. To this end, President Paveza is asking the Bylaws Committee to look at the nomination process for committees and consider they might be improved. The Senate itself must be invigorated. There are units that are under-represented or fail to participate at all. While once this may have made sense, when so many decisions were made in Tallahassee, it must be realized that decisions about this University will now be made by our BOT. If faculty are to be and to be seen by the BOT as the academic governance unit of this University, all units and as many varied faculty as possible must become part of the process. To this end, President Paveza asked members of the Senate to meet with their constituents within their colleges. Arrange, if possible, to have Senate issues discussed at faculty meetings. In addition, Senators should arrange, if possible, to attend faculty meetings in other departments within their colleges. President Paveza intends to use every opportunity that he can to approach deans and chairs about attending faculty meetings to encourage participation in the Senate. He stressed that Senators must reinforce with their colleagues that it is the Senate that speaks as the voice for the academic life of this University, and without the most diverse participation from all units the Senate cannot fulfill its mission.

- President Genshaft and Provost Stamps, and Senate President Paveza have established a monthly meeting between the three of them, along with the faculty liaisons, to discuss on a regular basis critical issues. In addition, at President Genshaft's initiation, a monthly luncheon has been established with faculty. Members of faculty will be invited each month to have lunch with the President, the Provost, and Senate President Paveza to begin to bring issues directly to the administration. Members of the Senate will have the first opportunity to participate in these luncheons, and some have already been invited to participate in the first luncheon which is scheduled for October 8th. In a similar vein, and as part of the effort to move the discussion concerning faculty participation in the University BOT governance structure forward, President Paveza has asked Chairman Beard to join in the October 8th luncheon meeting. Chairman Beard has also been asked to meet with the Senate Executive Committee (SEC) on October 10th. He has also been invited to attend the November Faculty Senate meeting. For that reason, President Paveza will ask the Senate to approve a modified agenda for the November meeting since President Genshaft and Provost Stamps will also be attending that meeting.

- President Paveza pointed out that on today's agenda there were various items...
followed with a number in parenthesis. This number is a recommended time limit for debate. President Paveza will be asking the Senate at the beginning of each meeting to approve the agenda with the recommended time limits, or with amended time limits as proposed. In order for the Senate to conduct its business, he believes this requires that the Senate must limit debate when items come before it for discussion. President Paveza, therefore, asked the Senate to consider his request for an agenda that sets time limits on debates with the Senate President being able to adjust those times should some of the items require less time for debate. At this time, Senator Mandell made the motion that the Senate entertain President Paveza's request for the approval of the agenda with time limits as specified. The motion was seconded and unanimously passed.

PRESIDENT JUDY GENSHAFT

President Genshaft acknowledged the Senators and all of the faculty at USF for the outstanding job they have done during the time after the September 11th terrorism attack on the United States. She is really pleased that the faculty have opened up their classrooms and used the curriculum to discuss some of these issues with the students. At this time, President Genshaft acknowledged the leadership of Past President Nancy Jane Tyson and the celebration to honor her follow today's meeting. In addition, she welcomed the leadership of President Gregory Paveza who has already met with her and will continue to do so throughout the year on a monthly basis along with Provost Stamps.

Once a month, President Genshaft meets with a group of students put together by the Student Government President. In October, she wants to start regular luncheons with faculty. Senate President Paveza has been asked to put these luncheons together so that the administration can hear faculty concerns. When President Genshaft meets with the students, there is no agenda. She is there to hear what things are good, what things are not good, and what would they like to see changed.

President Genshaft then presented an update on the BOT. There have been two meeting thus far. The Trustees are very enthusiastic about USF and very committed to helping the University. They have adopted two basic committees at this time: (1) Governance/Organization of the BOT, and (2) Vision Committee. The Organization Committee is the one that says when and how many times to meet a year, and the kind of rules they will draft to follow as a Board. The Vision Committee has asked that USF review the values, vision, mission and goals of the University. This committee also asked that a very large task force be set up which will be composed of thirty-four members representing the whole university community. A facilitator will come in and work with this task force in a retreat setting and talk about the values, vision, mission and goals. This whole thirty-four member task force will be very representative of the Senate and the various organizations on campus. The task force will be having its retreat on November 5 and 6. Afterwards, a document will be written, which will be put on the web. This document will be discussed by the Senate and at various levels throughout the community, asking for changes at focus groups and town meetings. At the end of this process, the document will be revised.
and kept updated on the web so that people know the kinds of revisions that are coming through. President Genshaft indicated that she hopes faculty will be very active in this process as well. The Strategic Planning Process which took place last year will complement this overarching values, vision, mission and goals document.

In terms of enrollment this year, USF had a 6 percent increase overall with 37,308 students enrolled. It is the most diverse group that USF has ever had. There was an 18.5 percent increase in freshman enrollment. This is very important because funding is obtained through enrollment. The freshman yield rate has gone up from 44 percent last year to 49 percent this year. President Genshaft indicated that this is a positive change because that means USF is becoming more well known and more the choice institution for students. There was a 38 percent increase in African-American entering undergraduates from last year to this year, as well as a 36 percent increase in Hispanic enrollment. The departments and faculty are feeling the weight of the number of students coming in, and President Genshaft thanked those who have opened up their classes to accommodate the enrollment increase. She stated that USF is still the number one commuter university of choice across the United States. That is, more students transfer to USF than any other university in the country as reported by U.S. News World Report. Efforts this coming year will be retention and graduation rates. Graduation rate at USF is approximately 48 percent which is not bad for a metropolitan university, but not as high as it should be compared to some of the other metropolitan universities in the state. Both of these rates need to be much higher with a possible task force on retention being formed. President Genshaft stated that the budget is in flux right now because of the September 11th incident, and its effect on the State of Florida is affecting the University. She added that 22 percent of the tax base in Florida is based upon tourism which will directly affect the money USF receives from the State. The Governor has already called for a special Legislative session. President Genshaft is very concerned about what he will do to all of the State budgets this coming year. She will keep the Faculty Senate up to date as to what is happening. She emphasized that her first priority is to protect the faculty.

Another area into which President Genshaft is looking is the establishment of a special task force with a very short time frame to look at safety on this campus. That is, this task force will look at this campus in a way that provides the best measures possible to get all the work done that needs to be done and yet provide the most safety measures.

President Genshaft again thanked the Senate for its leadership. She stressed that it is very important that she have a link with the Senate because when she wants to reach out to faculty, this is the organization she uses to do that. Therefore, the Senate is playing a very critical role for her and for the Provost and everyone’s service on this organization is appreciated.

President Genshaft was asked if there had been particular incidents on campus causing the formation of a safety task force. She responded that USF has been rumored and accused of having celebrations on campus which absolutely did not occur. We are committed to campus safety for the whole university community, and safety measures need to be in place now.

In response to the question as to whether or not there will be hiring freezes,
President Genshaft responded that some departments have decided to do that, but this decision is not from her. USF will be taking budget cuts, and everybody will be affected.

President Genshaft was asked that with the new Board of Education Commission will the Governor be able to disallow tuition increases. She responded that USF has three Legislative priorities. The number one priority is that USF receive enrollment funding. The second priority is equity in that USF is not reimbursed at the same rate as the other State universities. Although USF is ranked as a Research I institution in the State of Florida, USF is not treated as such in the State of Florida. The third priority is that if there is going to be a Florida BOT, then the power that they have should come down to the local BOT. Clarification is needed as to what the Florida BOT is allowed to do and what the local BOT is allowed to do.

Senator Mandell recommended that when the safety task force is established that Dean Joiner and the leadership members of the Student Judicial Board have a very representative role because they have been dealing with these issues for a very long time and have insight that many might not have. President Genshaft reiterated that it will be a community wide group encompassing all the various groups. In addition, Senator Mandell recommended that key cards be made available for designated enhanced teaching rooms. President Genshaft responded that these are the types of ideas that are needed. She anticipates a fast turnaround for implementation of different types of safety.

PROVOST DAVID STAMPS

Provost Stamps began his report by stating that he looked forward to working with this year's Faculty Senate. He also expressed sincere appreciation for the leadership Past President Nancy Jane Tyson provided this past year and looks forward to working with President Gregory Paveza this year.

One of the things that President Genshaft has asked be done is not to wait until the budget cuts are upon the University, but to plan in advance. Also, to let the faculty know in advance that the cuts might be coming. Without proper planning, cuts cannot be done strategically. In response to a newspaper article which stated that Governor Bush is looking at all aspects of the budget to make cuts, Provost Stamps stated that no decision has been made nor has the Governor specifically pointed to rescinding raises.

Provost Stamps announced that this past year there were forty-one people who were approved for tenure and/or promotion by the previous Board of Regents. His office has recommended to President Genshaft that thirteen new hires for the 2001-2002 academic year be granted tenure. In addition, there was a total of 208 new faculty this past year. However, of the 208 only four were African-American. As a result of this, the Provost and the President have discussed setting up a target of opportunity, which is a program to enhance the University's minority hiring. Funds will be maintained through the Provost's Office to help support the hiring of minority faculty. The University's minority faculty profile must be enhanced which is critical based upon the number of minority students enrolling, not only within the State of Florida, but nationally. There are three finalists for the position of Associate Vice
President for Diversity. Interviews will be starting next week.

The Provost is sending out letters for a search committee for a new Dean of the College of Education. It is hoped that a committee will be selected by the end of next week to serve on a search committee for a new Dean of the College of Arts and Sciences. Provost Stamps, in conjunction with Graduate Studies Dean Dale Johnson, is working on a resolution for graduate student tuition waivers. It has become a problem, particularly for those students who are on contracts and grants. There is enough money to support students on E & G funds, but not those on contracts and grants. This past year the University was able to come up with significant increases in the amount of available money, but due to successful recruitment, USF has more graduate students. Although there was a 7.5 percent increase in tuition, there was also a 7.5 percent budget cut. Provost Stamps pointed out that this problem exists throughout all the state’s universities, not just at USF.

President Genshaft responded to the question regarding the Vice President for Research search. The search committee did recommend to her Dr. Jack Crow from Florida State University. They have been in contact about setting up a time to meet. The search committee had questions that it wanted President Genshaft to pursue further with him, which she will do upon meeting with him. If things do not work out with Dr. Crow, the committee has fully endorsed continuing the search. Dr. Bruce Lindsay has stated that he will stay as Interim Vice President for as long as it takes to fill the position.

The Provost was asked that in light of upcoming budget cuts if there are still plans to go ahead with the professional school or will it be placed on hold. Provost Stamps responded that he is meeting next week with the chairs of the departments which are affected, and he prefers to make an announcement after that meeting.

UNITED FACULTY OF FLORIDA (ROY WEATHERFORD)

President Weatherford pointed out that the United Faculty of Florida (UFF) is working on what seem to be three serious issues. However, he did not want to discuss those issues because (a) it seems to be that they are probably the idiosyncratic actions of individual administrators and not part of the pattern, and (b) the UFF is making fair progress on two of them and President Weatherford has some hopes that they will all be eventually resolved. He pointed out that the most serious threat to the terms and conditions of employment of faculty was the Legislature’s action to abolish their rights to tuition waivers for two courses per term. It was not done specifically to attack the faculty, but to attack other state employees’ rights who had tuition waivers which is a very large cost item. President Genshaft, to her credit, immediately responded by saying that USF would do whatever it could do to assist all its employees to renew as much as possible this valuable fringe benefit. She formed the joint task force that included a representative from the Faculty Senate, the appropriate administrators and the affected employee groups. As result, it was announced that USF would provide up to four hours for all employees. The Union then pointed out that state employees have contractual rights to six hours, and it is not within the powers and purview of either the University or the individual chapter of the Union to deprive individual members of their contractual rights. After some discussion, the Provost then revised the policy
so that state employees now have six hours. President Weatherford pointed this out for two general lessons: One of them is the positive and cooperative attitude of the administration in trying to protect the working conditions and benefits of faculty. The other is that this problem, like most of the problems currently, is an external and political problem. The greatest current threat to salaries, benefits and working conditions is the Florida Legislature. The second greatest threat is the Governor, and the third greatest threat is the reorganization process that we are all suffering through at the moment.

President Weatherford announced that he had just come from the Florida AFL-CIO statewide meeting and was re-elected to the Executive Board. The Florida AFL-CIO is committed to supporting UFF in trying to advance faculty salaries and protect their rights and freedoms. He feels this is one of the most important things that have happened at the University in the last several years. By re-affiliating with the AFL-CIO, UFF now has considerably expanded political influence and opportunities. At the AFL-CIO meeting, five of the six current candidates for Governor appeared and pledged to support increased spending for education and support the rights of employees to bargain collectively.

The terms and conditions of employment, our salaries, and our benefits are vulnerable. The actions of the Legislature show that since we are funded by the state, and governed by the state, the state can generally do whatever it wants to and their wishes are not always positive. President Weatherford pointed out that the Legislature is much more interested in providing a trained work force for business than they are in providing citizens with a liberal education. President Genshaft, with considerable forethought, appointed a joint committee to study the future of collective bargaining at USF. That committee has worked very effectively to forestall any of the organizational or systematic problems that might arise from changes.

REPORTS FROM OFFICERS AND COUNCIL CHAIRS

1. **Ratification of Senate President's Letter to President Genshaft Concerning Board of Trustees**

   Senate President Paveza presented a letter to President Genshaft which outlined three issues related to participation of the faculty in the BOT governance structure. This comes to the Senate as a ratified document by the SEC, therefore, it is considered moved and seconded. The floor was open for discussion. There being none, the motion considered was the ratification and endorsement of President's Paveza letter to President Genshaft. The motion carried.

2. **Parking and Transportation Services Advisory Committee**

   This document is to establish a Parking and Transportation Services Advisory Committee. It comes forward from both the Committee on Committees and as a recommended motion from the SEC. It is, therefore, considered moved and seconded. The floor was open for discussion. President Paveza asked that Social Work be added to the Membership Section I. to read "Faculty Representatives (2):"
The School of Social Work is located on the same side of campus as the others and with a fairly large unit in terms of faculty and students, therefore, he would like to have someone represent the School. The motion was made and seconded to accept this amendment. The amendment carried.

Professor Fredric Zerla, Chair of the Faculty Committee on Student Admissions, reminded the Senate that he is also a member of the University Transportation Initiative (UTI) and has been for quite some time. The UTI addresses the needs of transportation in the entire north part of Tampa. Professor Zerla asked that UTI be included as much as possible with the activities of this new committee. President Paveza replied that as a representative of the Senate on the UTI, Professor Zerla will be included in the discussions of the Parking and Transportation Services Advisory Committee.

The motion considered was the acceptance, as amended, of the proposed Parking and Transportation Services Advisory Committee charge. The motion carried.

3. Proposals Regarding Changes to Liberal Arts Exit Requirements

The following proposals came before the Senate as moved and seconded from the Undergraduate Council:

1. The first was "the insertion of clarifying language into catalogues and advising manual to indicate that Exit Literature and Writing courses must meet Gordon Rule standards." This proposal comes with a recommendation for approval from the SEC. The floor was open for discussion. There being none, a vote was taken with the motion being carried.

2. The second was "drop the Exit Requirements for second-baccalaureate degree seeking students." The SEC forwarded this proposal to the Senate with a negative recommendation. Undergraduate Council Chair Sandra Reynolds clarified that this proposal would apply to second-baccalaureate degree seeking students from other universities. The presumption being that since these students have a degree they already have taken these courses. In addition, this would increase a student's course load a third by requiring they take another nine hours. After a brief discussion, a vote was taken and the motion passed.

3. The third proposal was to "change the Exit Requirements from 3 courses to 2, requiring 1 Literature and Writing course, and 1 Major Works/Major Issues course." This proposal was not recommended by the SEC. Undergraduate Council Chair Reynolds added that at its next meeting, the Council will be asked to entertain a request from the College of Nursing that they, too, receive an exemption from the three exit courses, dropping it to two. The reason is that they are having difficulty balancing maximum credit hours within
the state-wide and professional licensing guidelines for the required courses. This means that there would then be three divisions within the University who have exemptions from the required three exit courses. Chair Reynolds pointed out that the Liberal Arts majors are being held to a higher standard for Exit Requirements than would be the students who are in the professions which the Undergraduate Council submits would be in more need of Liberal Arts Exit Requirements. Therefore, the Council respectfully requests that the Faculty Senate pass this proposal in spite of the negative recommendation from the SEC.

At this time, President Paveza recognized a request from the Department of English Associate Chair Philip Sipiora to speak to this issue in favor of not eliminating any Exit courses. Chair Sipiora stated that the Department of English is very much involved in both the development and teaching of Exit courses. These courses were founded to ensure that the students would be taught by permanent faculty in small group settings, to promote literacy (especially written literacy), and to expose students to a range of cultures. He added that an important rationale behind the Exit courses was that they would define USF, in that they would give USF a special identity. He hopes that USF will not be defined downward by eliminating or losing any of these critical courses.

Chair Reynolds clarified that the Undergraduate Council's intent is to actually make the requirements uniform across the University, and to suggest that any of the colleges, departments, or units could within their own governance documents require three Exit courses. However, the Council felt it would be fairer for all and possibly be easier to administer to have uniform requirements across the University.

Senator Harry Vanden commented that if there is one thing that USF needs to develop a little more, it would be quality. These Exit courses and requirements come closest to increasing quality. If anything, perhaps the number of courses should be increased and better resources found to offer them in that small group environment that is so vital. USF should remember that it has been turned down by Phi Beta Kappa precisely because of issues like this and this should be well considered.

Graduate Council Chair John Richmond suggested that whatever is decided with respect to this particular recommendation from colleagues on the Undergraduate Council that they be invited to a larger discussion on the entire Liberal Arts education mission at USF. As former chair of the General Education Council, Professor Richmond is very familiar with its curriculum. He added that there is a host
of issues that are worthy of reconsideration. He also invited the Undergraduate Council to perhaps develop some data that would show the value added. That is, there may not be evidence to suggest that forty-five additional classroom hours in the course of a fifteen-week semester are going to yield significant differences from one to the other. Chair Richmond stated that this is just a suggestion irrespective of the actions of the Senate at today's meeting.

A call to question was made. President Paveza read the motion before the Senate to change the Exit Requirements from 3 courses to 2, requiring 1 Literature and Writing course, and 1 Major Works/Major Issues course. The motion was defeated.

OLD BUSINESS

1. Proposed Change to Bylaws Regarding Committee on Committees Quorum

President Paveza presented an amendment to the Bylaws to the Constitution of the Faculty Senate of the University of South Florida concerning Article V.A.1 (Senate Committees) Committee on Committees. This amendment was proposed at the April 18, 2001, Senate meeting, to be discussed today. The proposal is to reduce the size of the quorum of the Committee on Committees by one representative from each of the regional campuses to a single representative representing all three of the regional campuses. It comes as a motion moved and seconded as a report from the Bylaws Committee. The floor was open to discussion. Senator Sherman Dorn pointed out that Robert's Rules of Order says that "quorum shall be more than half or as otherwise specified." Therefore, he proposed the following amendment that for this committee, quorum shall be a minimum of six members. The amendment was discussed. President Paveza explained that this is a way to get around reducing the membership size, allow each of the campuses to have a representative on the committee, but not all of them need to be present because only six members are needed for a quorum. Professor Zerla pointed out the reason for the original proposal is that there is an additional problem in that the representatives from the regional campuses have a difficult time attending meetings on this campus. The suggestion is that there be only one person representing all four of them so that only one person is inconvenienced for the entire year. President Paveza commented that he has referred to the Bylaws Committee a request that it look into the issue of submitting a bylaw that would permit teleconferences and submitting a bylaw that would permit videoconferencing of committees.

The motion was to keep the existing Bylaws language but add the following sentence: The quorum shall be a minimum of six members. The motion was passed.

A vote was taken on the revised Bylaws to read as follows: "The Faculty Senate shall elect a Committee on Committees which will solicit nominations
for membership on the standing committees of the Senate and the university-wide committees. The Committee on Committees is composed of one representative from each college/campus/unit. For the purposes of this committee a quorum shall consist of six members. Each representative on the Committee on Committees is elected by the senators of the respective college/campus/unit."

The revision was passed.

NEW BUSINESS

1. Revised Diversity and Equal Opportunity Policy

The Senate was presented with the revised Diversity and Equal Opportunity Policy from Provost Stamps. President Paveza entertained a motion to recommend approval of this policy. The motion was made, seconded and the floor was opened for discussion. There being no discussion, a vote was taken. The motion carried.

2. USF Policy 10-048 on Course Notes and Recording

The policy is being created in order to set forth limitations on, and USF regulation of, the use of course lecture notes and recordings. President Paveza entertained a motion to recommend that this policy be adopted by the University. The motion was made, seconded, and the floor was opened for discussion. Senator Mandell recommended that an additional clause be added indicating that faculty be required to attach this policy or incorporate this policy verbatim into course guides and syllabi. In addition, Senator Cohen suggested that the wording on recording be expanded or modified to incorporate all forms of recording, not just tape recording, but tape, digital and any other method of recording and also any method of note taking including stenographic. President Paveza indicated that he will forward these recommendations to the appropriate people. An amended motion was made to approve the policy with the noted recommendations of Senators Mandell and Cohen. The motion carried.

3. Marshall Center Advisory Board

Committee on Committees Chair Cheryl McCoy presented a request from Mr. Guy Conway, Director of the Marshall Center, for a member of the Senate to serve on the Marshall Center Board of Associates. Last year, Senator Fredric Zerla served on that Board and the Board has asked that he be re-appointed for a second term. Professor Zerla has agreed to serve a second term. A motion was made and seconded to re-appoint Professor Zerla to serve a second term on the Marshall Center Board of Associates. The motion carried.

ISSUES FROM THE FLOOR

Past President Nancy Jane Tyson distributed a descriptive summary about the Education Excellence Initiative (EEI). She asked the Senators to carefully read the written summary. Attached to the summary was Draft #26 of the Constitutional Amendment Petition form which will soon be available on the web site when it is complete and can be downloaded for signature and submit. Past President Tyson added that the Graham EEI is also conducting a plan for a law suit against the reorganization on constitutional grounds. It is based on the idea that higher education in the State of Florida is not free which is how education is referred to in the documentation of the Legislation reorganization and, therefore, should not include higher education. She mentioned that the EEI is looking for various parties in various categories to take part in that law suit. Past President Tyson encouraged everyone to read the summary and support the cause.

RECEPTION ANNOUNCEMENT

President Paveza announced that immediately following the adjournment of the Senate meeting, the Provost will be hosting a reception honoring in-coming Senators and Past President Nancy Jane Tyson. It will be held in the Chandelier Lobby of the Louis de la Parte Florida Mental Health Institute.

There being no further business, the meeting was adjourned at 5:00 p.m.