AY 2009/2010 SEC meeting minutes: 10 May 05

Faculty Senate

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FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
May 5, 2010

Present: Ellis Blanton, Kenneth Cissna, Emanuel Donchin, Michael LeVan, Steve Permuth, Christine Probes, Arthur Shapiro, James Strange, Paul Terry

Provost’s Office: Tapas Das, Dwayne Smith, Graham Tobin, Linda Whiteford, Ralph Wilcox

Guest: Susan Ariew (CTIR alternate)

Faculty Senate President Larry Branch was out of town; therefore, the meeting was called to order at 3:06 p.m. by Vice President Steve Permuth. A motion was made and seconded to approve the Minutes from the April 14, 2010 meeting. The motion unanimously passed. Secretary Terry commended Ms. Ann Pipkins for providing a detailed account of last month’s meeting.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Faculty Senate Nominations – Paul Terry

Secretary Terry announced that two Senate vacancies still exist for the College of Education. It is anticipated that a nomination will be forthcoming for the one-year term, leaving a two-year term to be filled.

OLD BUSINESS

a. Update on Professor Craig Knight Issue – James Strange

Professor Strange reported that the Craig Knight case is done and has been adjudicated. The documents appear to be impeccable. He opined that he does not think this is an issue that the SEC can handle. In addition, Dr. Strange stated that the opinion expressed here is his and not that of the university. For the record, Senior Vice Provost Smith asked Dr. Strange if the administration was cooperative to which Dr. Strange replied it was on this campus, but not so on other campuses. Provost Wilcox clarified that there is no direct report to the Provost’s Office from any of the regional campuses. Vice President Permuth commented that it is not to the Senate’s strength to say a problem exists and the Senate does not recognize it. On behalf of the SEC, he commended Dr. Strange on the work he has done, but it has alerted the SEC to another issue because there are separate Senate entities with colleagues on other campuses who are trying to draw together on common concerns. Vice President Permuth felt if there is a problem whereby faculty members decline an invitation to talk for fear of being seen talking to colleagues, the Senate needs to deal with it. With the approval of the SEC, he will communicate to
President Branch that the need to deal with this issue is not one necessarily of the Tampa Senate, but it is one that the University Senate, whenever and however it develops, should address.

CEPI Chair Donchin commented that it has never been made clear what is the meaning of talking about a system? In what sense is USF a system? In what sense is USF one university? It is impossible to conceive of one university where the Vice President for Academic Affairs has no say on what happens on one of the campuses. Why keep playing the game as if there is a system when it is clear there is no system. If there is a desire for a system, then design one from scratch. Provost Wilcox suggested that all members of the university now have the opportunity to provide input on the USF System. There is a fully constituted group of representatives from across the USF System that is working to shape a strategic plan and now is the time to provide feedback. This group needs to carefully take a look at the mission, the system as it is being crafted, the vision of the system that is being crafted, the value structure by which the system will conduct its business, and the value added, or the goals, of system. Although in its nascent stages, the expectation is for the Board of Trustees (BOT) to approve such a system plan this summer. Therefore, the Provost echoed that it is in the best interests of the broader system unity to engage now in the opportunity to provide feedback.

Vice President Permuth asked the Provost to have a member of his staff forward to him the names of the committee working on the USF System strategic plan. He also asked the SEC members to share some thoughts about what communication with the committee would, and should, look like. Provost Wilcox said he would facilitate with the first request. Vice President Permuth will send the information to all SEC members asking them to get to him as quickly as possible, in writing, thoughts and directions. He will then engage President Branch upon his return and talk about the desired direction of the SEC to go ahead to communicate as fully as possible regarding the number of issues discussed to include, but not be limited to, the issue of the system, the issue of vice presidents across the system, and concerns about faculty issues that transcend any one campus. In addition, Provost Wilcox will ask Associate Vice President Graham Tobin to forward the five work plan drafts that have been developed for submission to the BOT and Board of Governors. He urged the SEC to focus on the USF System work plan and how it is representing itself to the State.

b. Review of Proposed articles IV-VIII of Bylaws – Paul Terry

Before beginning this discussion, Senior Vice Provost Smith asked for clarification on the Constitution. Referring to two previous Faculty Senate meetings at which the current Constitution was discussed, it was pointed out this version may not be in effect, and that some of these specifications do not apply because USF is about to become a new body. At the April meeting, a Senator asked that given this, is the Senate then an ad hoc committee or group? The response given by one of the officers was “yes.” Parliamentarian Cissna stated that he thought this was an inaccurate response. Dr. Smith asked what is, as the SEC perceives it right now, what is the status of this Constitution for next year. Is it the prevailing document? Parliamentarian Cissna added that this group
remains the USF Faculty Senate until told otherwise. The Senate has been engaged in a year to two year long process of amending the Constitution. At some point the nature of the body is going to change, and the word Tampa will have to be added.

Dr. Smith asked if the Constitution that is being revised will automatically become the new Constitution. Dr. Strange responded that the new document will have to be adopted, it would never become automatic. Vice President Permuth commented that eventually it is hoped to have a Constitution for the USF System. He added that the current Constitution is the one that is to be obeyed until something is adopted. Parliamentarian Cissna stated that what he believes will have to happen is at some point, probably in the fall, a revised Constitution will need to be adopted by the USF Tampa Faculty Senate, and it will need to exclude the things that are system-wide that will not be unique to the Tampa campus only.

Secretary Terry distributed copies of the Constitution with all the changes made this past year. When the Bylaws have been revised, both documents will be reviewed in June. It is anticipated that the final revised copies will be distributed to the Faculty Senate at its first meeting in September with a vote taken at the October meeting.

At this time, discussion was held and the following revisions were made starting with Article IV of the Bylaws:

Article IV. Attendance and Vacancies

A. Absences

A Faculty Senator who must be absent from a meeting of the Faculty Senate may, except under extraordinary circumstances, send an alternate as a replacement. The alternate must be a member of the general faculty and not a current member of the Faculty Senate. The alternate must present a statement signed by the Faculty Senator to the Sergeant-at-Arms indicating the transfer of voting rights for the duration of the meeting. When the alternate presents the signed statement, the Sergeant-at-Arms shall record the Faculty Senator as present and confer voting rights to the alternate for the duration of the meeting. If the Faculty Senator is an officer of the Faculty Senate, the alternate may not assume any of the duties of the office but can assume the full voting rights of a Faculty Senator. The signed statement and resulting transfer of voting rights shall be valid for one meeting of the Faculty Senate. No Faculty Senator may send an alternate more than twice per semester or more than three times per academic year.

Action: A motion was made and seconded to approve this change. The motion unanimously passed.
B. Resignation and Removal

2. is recorded absent at more than two three meetings of the Faculty Senate during a single semester or more than three four meetings of the Faculty Senate during a single academic year.

A Faculty Senator may be removed from his/her seat for failure to fulfill the duties of the position or through certification by the President of the Faculty Senate that the Faculty Senator will may be on leave or sabbatical and unable to attend meetings for a period of more than two months’ duration during his/her term of office and has failed to submit a written letter of resignation to the Secretary of the Faculty Senate.

Action: A motion was made and seconded to approve these revisions to section. The motion was unanimously passed.

In the interest of time and to allow the SEC members the opportunity to read them, discussion of Articles V-VIII was deferred until the June SEC meeting.

NEW BUSINESS

a. Approval of 2010-2011 Meeting Schedule – Steve Permuth

The following meeting dates for the Faculty Senate and the SEC were presented:

**FACULTY SENATE**

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<td>October 20</td>
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**SENATE EXECUTIVE COMMITTEE**

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The schedule is dictated by calendar and if, for some unforeseen reason a date does not work, it will be re-scheduled. A motion was made and seconded to approve the 2010-2011 Meeting Schedule of the Faculty Senate and Senate Executive Committee. The motion unanimously passed.
b. **Appropriateness of Presentations at Faculty Senate Meetings** – Steve Permuth

Vice President Permuth asked that at the next SEC meeting discussion be held as to what topics should or should not be brought to the floor of the Senate. A number of requests come through to give presentations, but the question is whether or not the Senate has time to discuss and attend to business if there is nothing but reports on the agenda.

**REPORT FROM PROVOST RALPH WILCOX**

Provost Wilcox’s report consisted of the following:

- Commencement season begins on Thursday, May 6, with the Medical School commencement. There will be eight commencements across the system over the next four days.

- Senior Vice President for Business and Finance and Chief Financial Officer James Hyatt is no longer with USF as of May 4, 2010. Mr. Nick Trivunovich, University Controller, has been assigned to oversee the Office of Business and Finance. Ms. Sandy Lovins, Associate Vice President of Human Resources, will be overseeing Human Resources.

- The State budget has been given to Governor Crist who now has fifteen days to decide whether or not to sign.

- The proposal to increase tuition will move to the BOT workgroups next week. The proposal is for a 15 (8+7) percent undergraduate, resident increase across the USF System, a 10 percent increase for all graduate students across the USF System, a 5 percent increase for medical school M.D. students, and a 2.5 percent increase for DPT students. A recommendation is being made for no increase in out-of-state fees for undergraduate students and a 15 percent decrease in fees for out-of-state graduate students. A new fee is being considered that will be called something to the effect of “global experience fee.” It will be a flat fee that all students will pay and revenues generated will assist, among other things, covering Study Abroad scholarships for those students who have difficulty making ends meet.

There being no further business, the meeting was adjourned at 5:00 p.m.
ADDENDUM
Outstanding Items
Senate Executive Committee Meeting

1. Committee on Faculty Issues, along with CEPI Chair Donchin, to re-examine Emeritus policy (09/03/08 SEC Meeting).

2. Formal procedures for creating a logo – Michael Barber (09/03/08 SEC Meeting).

3. Role of adjuncts at a research university to be pursued by CEPI (10/01/08 SEC Meeting).

4. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC Meeting).

5. Report from Provost Wilcox on regional campus accountability (02/04/09 SEC Meeting).


7. Discussion of recent revisions to Bylaws and Constitution – Michael Barnett (06/03/09 SEC meeting; 07/01/09 SEC Meeting; 09/09/09 SEC Meeting; 10/07/09 SEC Meeting; 11/04/09 SEC Meeting; 01/13/10 SEC Meeting; 02/10/10 SEC Meeting; 03/17/10 SEC Meeting; 05/05/10 SEC Meeting)

8. Request of Provost Office for credentials of faculty teaching summer school – Steve Permuth (06/03/09 SEC Meeting).

9. Request of Provost Office for quantification of summer school class sizes – Steve Permuth (06/03/09 SEC Meeting).

10. Feedback from Graduate and Undergraduate Councils on mechanism for dialogue between faculty, students and administration on changing the type of course offerings available – James Strange and Michael Le Van (06/03/09 SEC Meeting).

11. Feedback on approval for existing courses that are changed into on-line courses – James Strange and Michael Le Van (06/03/09 SEC Meeting).

12. Change in policy review process – invite either a member of Office of the General Counsel or Vice President Kathleen Moore to a meeting (06/03/09 SEC Meeting).

13. Status of funding for Publications Council – Ralph Wilcox (07/01/09 SEC Meeting)

14. Decision regarding display case (07/01/09 SEC Meeting)

15. Feedback from Office of General Counsel on issue of privacy and SafeAssign – Michael LeVan (10/07/09 SEC Meeting)
16. Request to President Genshaft that Steve Permuth be added as a member of group discussing the USF System – Larry Branch (10/07/09 SEC Meeting)

17. Request for Provost to report on the areas in which USF is excelling/lagging with regards to doctoral degree productivity and competing for students (11/04/09 SEC Meeting).

18. Feedback from CFI on draft definition of faculty statement – Paul Terry (11/04/09 SEC Meeting)

19. Timeline from General Counsel Steve Prevaux for revision of Post-Retirement Policy #0-614 – Emanuel Donchin (12/02/09 SEC Meeting)

20. Creation of ad hoc committee to prepare a Faculty Senate response to Article 13, Layoff and Recall – Laurence Branch (12/02/09 SEC Meeting)

21. Names of 10 Senators sent to Provost Wilcox for consideration of membership on ad hoc committee on Promotion and Tenure – Laurence Branch (12/02/09 SEC Meeting)

22. Strategic Performance Update Report to Faculty Senate – Graham Tobin (12/02/09 SEC Meeting)

23. Secretary Terry to inform Vice Presidential nominee Michael Gibbons of SEC decision regarding his nomination (04/14/10 SEC Meeting).

24. SEC to provide feedback on USF System Strategic Plan to Steve Permuth; Permuth to follow-up with President Branch on system issues and faculty system issues (05/05/10 SEC Meeting)

25. SEC to provide feedback on appropriate presentation topics at Senate meeting to Steve Permuth for discussion at June 2, 2010 meeting (05/05/10 SEC Meeting)
Completed Items

Report from Graduate Council Chair Jim Strange on Craig Knight issue (01/13/10 SEC Meeting; update 02-10-10 SEC Meeting; update 03/17/10 SEC Meeting; completed 05/05/10 SEC Meeting)