Faculty Senate President Laurence Branch called the meeting to order at 3:08 p.m. The Minutes from the meeting of November 18, 2009 were approved, with one abstention.

REPORTS BY OFFICERS AND COMMITTEE CHAIRS

a. Approval of Election Documents: Schedule, Apportionment, Nomination Form – Paul Terry

On behalf of Secretary Terry, President Branch presented the election documents to start the process to fill Faculty Senate vacancies effective with the Fall 2010 Semester. Prior to today’s meeting, President Branch received an inquiry from Library Senator Charles Gordon as to why the Libraries’ apportionment was listed as 1. He explained that the Libraries number was reduced by employing the second decimal rule which resulted in increasing Behavioral and Community Sciences (5.53) by 1 and reducing Libraries by 1 (1.52). There was a call to question. A motion was made and seconded to accept the 2010-2011 Election Schedule, Apportionment, and Nomination Form as presented. The motion unanimously passed. The Apportionment will be forwarded to President Judy Genshaft and Executive Vice President and Provost Ralph Wilcox for approval.

OLD BUSINESS

a. Textbook Affordability Update – Emanuel Donchin

Senator Donchin, Chair of the Council on Educational Policy and Issues and presenter of this topic, was absent from today’s meeting. A motion was made to table the textbook affordability discussion until either later in the meeting when Senator Donchin might be in attendance or until the next meeting. The motion was seconded. There was a call to question. The motion unanimously passed.

NEW BUSINESS

a. Instructor Career Path Guidelines – Senior Vice Provost Dwayne Smith

Dr. Smith prefaced the discussion by stating that this set of guidelines is the outcome of a contractual obligation with the United Faculty of Florida (UFF). There were two items brought to the Senators’ attention: (1) Negotiation is still needed for who comes up first for promotion. There will be a phase-in process based upon seniority. (2) The actual amount of salary adjustment that will be accompanying these promotions has yet to be negotiated. A motion was made and seconded to accept the proposed guidelines. There was a call to question. The motion unanimously passed.
b. **Update on SACS Re-Accreditation** – Associate Vice President Kathleen Moore and Assistant Vice President Stephen RiCharde

Drs. Moore and RiCharde were invited to present an update on the accreditation status of the USF System Campuses and Institutions since their last report to the Senate in November, 2009. Their focus at today’s meeting was on the 5th Year Interim Report Part IV – USF Special Report on Governance. Dr. RiCharde announced that on April 15th, USF will receive a letter from SACS as to where it stands in the process. Dr. Moore confirmed that the SACS work group will review at its next meeting the recommendations submitted by the Faculty Senate. To review the 5th Year Interim Report, Senators were directed to visit the USF System Web Site at [http://system.usf.edu/index.asp](http://system.usf.edu/index.asp) or access it from the home page of the Executive Vice President and Provost at [http://www.acad.usf.edu/](http://www.acad.usf.edu/).

**REPORT FROM PRESIDENT JUDY GENSHAFT**

President Genshaft reported on the following items:

- Mr. Skip Holtz has been hired to replace Head Football Coach James Leavitt. Mr. Holtz joined USF shortly after the New Year.

- A partnership with INTO has been finalized and put in place. This partnership meets one of the goals of USF’s Strategic Plan in terms of global networking.

- The School of Global Sustainability will hold its Opening Ceremony on February 11 and 12, 2010. Attending the ceremony to receive the President’s Global Leadership Award will be Dr. Bae-Young Lee, President of Ewha Womans University in Seoul, Korea.

- Although the Secret Service considered USF for a visit by President Barack Obama and Vice President Joseph Biden, the University of Tampa was ultimately chosen for a smaller venue. It was anticipated that the purpose of the visit is to announce funding for a high-speed rail from Orlando to Tampa. The next leg of the rail would be from downtown Tampa to the USF area.

- The Board of Governors (BOG) is on campus today and Thursday, January 27-28, 2010 for its regular meeting.

- Governor Charlie Crist will be on campus Thursday, January 28 to announce the new members of the BOG.

- Work is moving forward on the USF System. Mr. Steve Portch was on campus January 25 to work on the system-wide strategic plan and asked for a representative group (faculty, administrators, and board members) from the various campuses. An overarching strategic plan will be put into effect with a draft provided to everyone for review and comment.
REPORT ON BEHALF OF EXECUTIVE VICE PRESIDENT AND PROVOST RALPH WILCOX – Senior Vice Provost Dwayne Smith

Dr. Smith’s report consisted of the following items:

• Several enrollment trends have emerged this semester. One is the drop-off in lower level undergraduates. Another is students are moving through the lower level courses quickly into the upper levels.

• Academic Affairs is concentrating on “yield” which is the students who actually enroll from among those who are accepted. Efforts are being made to improve the academic profile of that group. Enrollment Planning and Management has put together a presentation on students who decided not to attend USF. The presentation is the compilation of data from the Admitted Student Question + Survey (ASQ) which compares USF to the University of Florida, Florida State University and the University of Central Florida and why students choose to attend them over USF. The Faculty Senate might be interested in this presentation.

• USF and INTO University Partnerships have embarked on a joint venture to increase international student recruitment at USF. Dr. Glen Besterfield, Associate Dean of Undergraduate Students, has been named Interim Director. An internal search for an Associate Dean will be conducted.

• A working partnership between the Library and the USF Bookstore took place when the Bookstore donated textbooks to the library for students to check out. Student textbook rentals on-line have been successful.

• There are two new programs of interest to faculty: (1) An early retirement incentive program with a March 15 deadline. (2) A domestic partner health benefits program which will go into effect February 1, 2010.

REPORT FROM USF UNITED FACULTY OF FLORIDA PRESIDENT SHERMAN DORN

Dr. Dorn’s report consisted of the following:

• Complimented the administration on its handling of the teaching of a controversial course.

• In discussing UFF’s ratification of the UFF-USF Memorandum of Understanding on domestic partner health insurance stipends and early retirement incentives, Dr. Dorn noted some faculty concerns about access to voting at the beginning of the semester. When conducted in person, voting locations require volunteers on all USF campuses. He said he had been in contact with the lawyers of the Florida Education Association to get advice on moving to an online ratification process.
• The early retirement incentive program will be a learning process.

• Expressed appreciation for confirming the language in the instructor career path guidelines.

• UFF will create an action web page where action alerts can be set up. It will be available to members and non-members.

REPORT FROM STUDENT SENATE PRESIDENT PRO TEMPORE MATTHEW DIAZ

Mr. Diaz reported on recent Student Government activities as follows:

• The State of the Student Body Address was given the previous night with Student Government President Juan Soltero announcing a new “Open Government Initiative.”

• The Activity Service Recommendation Committee is listening to requests for budgets.

• Student Board campaigns and elections will be taking place next week.

• During the upcoming Legislative Session, the Florida Student Association will lobby for options on allowing students to decide whether or not to purchase health insurance. The Association will continue to rally for Bright Futures. A “Rally Tally” is scheduled for the first week in March.

• A student memorial service area has been dedicated to represent students who passed away while enrolled at USF. It is located to the east of the bronze Bulls in the Marshall Student Center Plaza.

• Students are interested in entering into a task force on course evaluations with the Faculty Senate. President Branch asked that the issue to taken back to the students.

REPORT FROM FACULTY SENATE PRESIDENT LAURENCE BRANCH

President Branch reported that former Faculty Senate Secretary Michael Barnett had proposed a review of the Bylaws and Constitution when he was still at USF. The review was begun before the evolution of the system. President Branch pointed out that it should be clear during the evolution of the system that in August, 2010, it is expected that the Faculty Senate will be the USF-Tampa Faculty Senate for the Tampa campus only. The other institutions will have their own Faculty Senates.

Discussion was held as to how this will affect the role of the BOT. President Branch responded that three out of the four Faculty Council Chairs would like to have the Faculty Senate President on the BOT rotate among the campuses each year. He added that there should be a system Senate which would be like the one in existence five years ago before the St Petersburg campus became independent. Secretary Terry suggested that three of the four Faculty Senate Presidents
be put on their campus boards to have a voice through their BOT. President Genshaft felt this was a good suggestion and should be brought up with Provost Wilcox. President Branch added that the Student Government Presidents from each campus should also be included.

President Branch commented to President Genshaft that he would like to see more senior leadership on the discussions of issues on shared governance as USF evolves into a system.

There being no further business, the meeting was adjourned at 5:00 p.m. The next meeting is scheduled for February 24, 2010.
ADDENDUM
Follow-Up Items

1. Provost Wilcox asked to provide FTE for the 2001 and 2008 benchmarks, as well as dollar support for people listed on the Institutional Growth, AY 2000/01 through AY 2008/9-Selected Measures handout (FS Mtg. 10-15-08).

2. President Branch to appoint an ad hoc committee to examine whether or not due process was followed in the dismissal of a faculty member (FS Mtg. 02-18-09). Graduate Council Chair Strange accepted the responsibility of looking into this matter.

3. Provost’s Office to look into whether a policy exists on what constitutes a dean search committee (FS Mtg. 02-18-09).

4. The CEOs of the USF Polytechnic and the Sarasota-Manatee campuses will be invited to attend a meeting of either the Senate Executive Committee or Faculty Senate to discuss organizational structures and issues that influence their campuses (FS Mtg. 02-18-09).

5. SEC comments on the system introduction and narrative to be forwarded to President Genshaft (FS Mtg. 11-18-09).

6. Suggestion from Provost Wilcox of a conversation among the Senators on the meaningful difference between a baccalaureate degree from a community college turned four-year institution and one from USF (FS Mtg. 11-18-09).