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AY 2010/2011 SEC meeting minutes: 10 Sep 01

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Present: Michael Barber, Elizabeth Bird, Ellis Blanton, Larry Branch, Sang-Hie Lee, Michael LeVan, Huntington Potter, Christine Probes, Arthur Shapiro, David Shapiro, Drew Smith, Deborah Williams

Absent: Dale Johnson

Provost’s Office: Paul Dosal, Dwayne Smith, Graham Tobin, Linda Whiteford

The meeting was called to order at 3:08 p.m. The Minutes from the July 7, 2010 meeting were approved as corrected.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. New Senator – Sang-Hie Lee

Secretary Lee announced that Professor Marty Gould from the College of Arts and Sciences (CAS) was elected to fill the last vacancy for that college, bringing its representation to 18 Senators.

b. Senator’s Absence for Fall Semester - Sang-Hie Lee

Due to a class scheduling conflict, CAS Senator Carolyn Ellis has made arrangements for an alternate to attend fall semester Faculty Senate meetings. This met with the approval of Secretary Lee, Parliamentarian Bird, Sergeant-at-Arms Shapiro, and President Branch.

President Branch is waiting for a response from College of Engineering Senator Scott Campbell, who is facing the same situation, as to whether or not he will continue.

President Branch asked Secretary Lee to contact the chairs of the Faculty Councils for CAS and the College of Medicine about how to select Senators from their colleges.

c. Committee on Committees - Ellis Blanton

Committee on Committees (COC) Chair Blanton reported that the Faculty Senate Office is currently soliciting nominations to fill 80 vacancies across the thirteen standing committees and councils. Eleven nominations have been received to date. The deadline for receipt of nominations is September 17.
Chair Blanton will be contacting all Senators to solicit membership on the COC, as well as enlist their assistance in identifying nominees for vacancies on the committees and councils.

d.  **New Senator Orientation** – David Shapiro

Senator-at-Large Shapiro reported that the first ever New Senator Orientation will be held one-half hour before the regularly scheduled Senate meeting on September 15. Senator Shapiro asked for clarification of the role of the USF Tampa Faculty Senate so that he can share this with the new Senators. President Branch volunteered to assist with this request by starting a dialogue with the SEC members. In response to a special request from one of the new Senators, Parliamentarian Bird will provide a one-page summary on Robert’s Rules of Order for the orientation.

e.  **Research Council Report** – Sang-Hie Lee

Secretary Lee reported on behalf of Research Council Chair Dale Johnson that as councils are being reshaped, Vice President for Research Karen Holbrook expressed an interest in having regional campus representation on the Research Council.

**OLD BUSINESS**

a.  **Review of Proposed Bylaws and Constitution** – Elizabeth Bird

The following was the last remaining revision to be approved by the SEC:

ARTICLE I. Membership and Duties

D.  **Officers of the Tampa Faculty Senate**

The Tampa Faculty Senate shall have officers to set the tone and direction of the Tampa Faculty Senate and ensure its effective functioning. Only elected members of the Tampa Faculty Senate are eligible for election as officers of the Tampa Faculty Senate. Elections for officers of the Tampa Faculty Senate shall be held in the Spring semester of each year under the supervision of the Secretary of the Tampa Faculty Senate. The term of office shall begin August 1st, following the annual election. The term of office shall be one year, with the exception of the President, who shall serve a term of two years. The President shall have his/her term as a Tampa Faculty Senator automatically extended to include the full term as President and the full term as Immediate Past President.

With the exception of the President, all Tampa Faculty Senate Officers may run for a second, consecutive term (for a total of two years). They may choose to run again after one full year has elapsed. The President may not run for a second, consecutive term; however, s/he may choose to run again after two full years have elapsed. In order to run for office, all officer candidates, including the President, must be elected Senators for the term in which they will take office. Thus, Senators who have completed a three-year
Senate term in the Spring election semester are not eligible to run for office unless they have been re-elected for the coming Fall; a former President serving as ex-officio Past President is not eligible to run for office unless s/he has been re-elected for the coming Fall.

A motion was made and seconded to accept this revision. The motion unanimously passed. Parliamentarian Bird will present to the Senators the proposed versions of the Bylaws and Constitution at the September 15th meeting. Discussion, with a vote, on both documents will take place at the October Senate meeting.

It was determined that chairs of the Faculty Senate Standing committees and councils should provide an alternate if they cannot attend meetings. Senators and chairs are to notify Sergeant-at-Arms Shapiro via e-mail of their absence from meetings.

b. Requests to Give Presentations at Faculty Senate Meetings

The SEC re-visited this topic, and it was unanimously agreed that the Faculty Senate would entertain information from groups as addenda for minutes. If there is interest on the part of the Faculty Senate, then the group will be invited to give their presentation.

NEW BUSINESS

a. Manual for In-Coming Officers – Laurence Branch

Administrative Specialist Pipkins pulled together information to create the first manual for in-coming officers. President Branch asked the officers to keep it as a log of their duties and responsibilities and to provide updates. He considers this a work in-progress.

b. Memorandum of Understanding: Why was it allowed to lapse? – Provost Wilcox

Referring to the Memorandum of Understanding (MOU) Concerning Principles, Guidelines, and Procedures for Major Organizational Restructuring of Academic Units at the University of South Florida, signed by Faculty Senate Laurence Branch and Provost Ralph Wilcox on February 4, 2009, Provost Wilcox remarked that he did not extend the MOU because he felt there was a need for consistency across the USF System. By extending the MOU students and faculty would be put at a particular disadvantage that their colleagues across the USF System were not being held to. He added that his decision not to extend this MOU should not be considered as a departure from shared governance. The Provost commented that there would not be a change in practice; that he is committed to following the principles in the MOU. He reiterated that the Tampa campus will not be held to different procedural standards than their colleagues across the other campuses; there needs to be consistency across all campuses without restrictions.

At this time, Vice President Potter made the motion that the SEC request of the USF Tampa Faculty Senate that the Memorandum of Understanding (MOU) dated February 4, 2009, be brought to the USF System Faculty Advisory Council as an example of the type
of MOU that the Faculty Senate would like that council to consider with the USF System administration. The motion was seconded and discussed. CEPI Chair Donchin proposed a friendly amendment that the Faculty Senate reaffirm its commitment as it did in the past. Vice President Potter accepted the friendly amendment. The motion unanimously passed.

In response to this motion, President Branch made a motion that the USF Tampa Faculty Senate request guidance from the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) concerning the establishments of colleges, schools, and departments within the accredited USF Tampa campus. Currently USF has no policy or procedure for establishing new academic units, and that new colleges, schools, and departments have been or are being considered without any input from the duly elected Faculty Senate, and some, according to what the Provost reported to the SEC on September 1, 2010, do not have any input from the chief academic officer of the USF Tampa campus. Furthermore, the USF Tampa Faculty Senate would like to ask SACS to provide the Senate with a judgment of how such things are suppose to occur at an institution that has a single SACS accreditation like USF Tampa. The motion was seconded and after discussion passed unanimously.

Both motions will be brought before the full Senate at its September 15th meeting for discussion.

REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT LAURENCE BRANCH

a. Appointment of Committee on Committees Chair

Senator Blanton agreed to continue serving as Chair of the COC for the 2010-2011 academic year.

b. Appointments to Bylaws Committee

For the time being, Parliamentarian Bird will be the sole member of this committee until it is deemed necessary to appoint additional members.

c. October 6 SEC Meeting and the President’s State of University Address Conflict

Although both events are scheduled for the same day and time, the SEC will continue to meet as scheduled.

d. USF System Faculty Advisory Council

Members of the council will be meeting directly after today’s SEC meeting in SVC 2080. Everyone was invited.
REPORT FROM PROVOST RALPH WILCOX

The Provost reported on the following topics:

- Budget – USF Tampa campus has lost $87 million dollars and has been asked to prepare for an additional $50 million plus reduction for next year. Eighteen million dollars in federal economic stimulus funds will disappear from the budget by June 30, 2011.

- There have been building enhancements to the Library (plus extended operational hours to 24/5), Cooper Hall, Business, CIS and Faculty Office buildings. On the physical plan improvement list are Social Sciences, the rest of Cooper Hall and Behavioral Sciences.

- The Publications Council now has a budget and Associate Vice President Graham Tobin will be working with that group.

Dr. Paul Dosal, Director of Student Success, distributed a USF e-profile of enrollment highlights for the Fall Semester which included total student numbers, student credit hours, FTIC, and yield rate.

Dr. Linda Whiteford, Associate Vice President for Strategic Initiatives, had two invitations for the SEC: (1) to participate in the Inaugural Presentation of the School of Global Sustainability Lecture Series on September 15 to listen to UK Climate and Energy Security Envoy Rear Admiral Neil Morisetti speak on climate change and 21st Century global security challenges. (2) to participate in a USF conference, co-sponsored by Florida Institute of Oceanography and Mote Marine Laboratory on mitigation practices in response to the Deepwater Horizon catastrophe. It will be held February 9-11, 2011 in St. Petersburg. The key topics are geotechnical engineering, regional oceanography, chemical weathering, biological consumption, dispersants, ecological consequences and toxicity, economic and social impacts, human health issues, stakeholders, science and policy. Dr. Whiteford added that Dr. Kalanithy Vairavamoorthy will begin his duties as the new Director of the School of Global Sustainability on October 1.

There being no further business, the meeting adjourned at 5:05 p.m.
ADDENDUM

Outstanding Items

Senate Executive Committee

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

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

9. 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).

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

11. 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).

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

13. Feedback from Office of General Counsel on issue of privacy and SafeAssign – Michael LeVan (10/07/09 SEC Meeting)

14. 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)

15. 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).
16. Feedback from CFI on draft definition of faculty statement – Paul Terry (11/04/09 SEC Meeting)

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

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

19. 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)

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

21. Secretary Terry to inform Vice Presidential nominee Michael Gibbons of SEC decision regarding his nomination (04/14/10 SEC Meeting)
Completed Items
Senate Executive Committee

1. 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; 06/02/10 SEC Meeting; 07/07/10 SEC Meeting; 09/01/10 SEC Meeting)

2. Status of funding for Publications Council – Ralph Wilcox (07/01/09 SEC Meeting; 09/01/10 SEC Meeting)

3. 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; 06/02/10 SEC Meeting; 07/07/10 SEC Meeting; 09/01/10 SEC Meeting)

4. Decision on who will serve on USF Faculty Council (06/02/10; 07/07/10 SEC Meeting)

5. Provost Wilcox will be asked to explain to the SEC and Faculty Senate at their September meetings why the MOU on restructuring was allowed to lapse (07/07/10 SEC Meeting; 09/01/10 SEC Meeting)