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USF TAMPA FACULTY
SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
February 9, 2011

Present: Elizabeth Bird, Ellis Blanton, Larry Branch, Emanuel Donchin, Sang-Hie Lee, Michael LeVan, Philip Levy, Christine Probes, Arthur Shapiro, Susan Arie w (alternate for Drew Smith), Gregory Teague, Deborah Williams

Absent: Dale Johnson

Provost’s Office: Paul Dosal, Kofi Glover, Dwayne Smith

Guest: Nick Trivunovich, Vice President for Business and Finance

The meeting was called to order at 3:05 p.m. by Vice President Gregory Teague. Vice President Teague conducted today’s meeting on behalf of President Huntington Potter who was out of town on business. The Minutes from the January 12, 2011 meeting were approved as presented.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Approval of Election Documents – Sang-Hie Lee

With the tabling of the 2011-2012 Election Apportionment at the January Faculty Senate meeting due to the question of the number of eligible faculty listed for the College of Behavioral and Community Sciences, Secretary Lee presented revised documents for the apportionment, schedule, and nomination form. She explained that two sets of data were utilized, one from each of the colleges and one from the Office of Decision Support, to arrive at the new figures for the revised Apportionment. According to the newly approved Constitution, she pointed out that instructors and lecturers are now eligible to serve on the Faculty Senate, and their numbers were reflected in the totals. In addition, except for full and associate professors, as well as full and associate librarians, nominees must have three years of full time service at USF before they are eligible to serve on the Faculty Senate. Research faculty who are ranked and full time were included. Non-ranked faculty were not included in the count. VA faculty were not counted in the overall total for the College of Medicine because they are part-time. Each Senator represents approximately 22-30 colleagues of their unit.

A revised nomination form was presented reflecting the new vacancies. There are no vacancies for next year in the Colleges of Behavioral and Community Sciences, Public Health, and The Arts. The revised Election Schedule showed that the schedule will be met as originally planned. Secretary Lee commented that if any of the Senate Executive Committee (SEC) members had specific questions, she would be willing to meet with
them to go over the data. A motion was made and seconded to accept the documents as presented. The floor was opened for discussion.

CEPI (Council on Educational Policy and Issues) Chair Emanuel Donchin commented that a formula is needed so that each unit is equally represented within each college. Secretary Lee responded that the college faculty governance chairs for the College of Arts and Sciences (CAS) and Medicine were contacted. CAS provided information that the distribution was reasonably balanced; no response was received from Medicine. Vice President Teague suggested that if there is the possibility for inequality to occur in the future, then it should be monitored.

Secretary Lee clarified for Past President Branch that deans were not included as being eligible to serve on the Senate.

There being no further discussion, the motion to approve these revised election documents was unanimously passed. The documents will be sent to the full Senate via e-mail, as well as to the chairs of the college faculty governance councils.

b. Honors and Awards Council Recommendations – Sang-Hie Lee

The Honors and Awards Council (HAC) met on January 31 to review faculty award nominations under the auspices of the Tampa Faculty Senate. As chair of the HAC, Dr. Lee presented the following recommendations on its behalf:

1. Honorary Degree

   Dr. Paul Farmer - Doctor of Humane Letters
   Dr. Michael McPherson – Doctor of Education

   Both candidates were strongly recommended by the HAC and came with a motion to accept. The motion was seconded and unanimously passed.

2. Theodore and Venette Askounes-Ashford Distinguished Scholar Award

   Dr. Carolyn Ellis – College of Arts and Sciences
   Dr. Goswami Yogi – College of Engineering

   The HAC strongly recommended that both these candidates be accepted in the “spirit” of equal financial recognition. The recommendations came with a motion to approve. The motion was seconded and unanimously passed.

3. Jerome Krivanek Distinguished Teacher Award

   Dr. Laurence Branch – College of Public Health
   Dr. Christian Wells - College of Arts and Sciences
These two strong candidates came to the SEC with a motion to accept. The motion was seconded and passed with one abstention.

4. **Distinguished Service Award**

There were no nominations received for this award.

All recommendations from the HAC for these faculty awards will be presented to the full Senate at its February meeting. If approved, the Honorary Degree recommendations will be forwarded to President Judy Genshaft and the Ashford and Krivanek recommendations will be forwarded to Provost Ralph Wilcox.

c. **Resolution Implementation Committee** – Gregory Teague

According to the Bylaws, the Faculty Senate Vice President is responsible for creating a Resolution Implementation Committee (RIC). The members are appointed by the Faculty Senate President and the Vice President chairs the committee. Vice President Teague asked for advice on how to proceed and what the scope of priorities should be. Discussion was held on the selection of members, as well as what the committee’s responsibilities would consist of. One suggestion was that an invitation at the Senate meeting would be done first. If no one steps forward, a solicitation could be sent out. Vice President Teague proposed that the construction of a RIC be on the Faculty Senate agenda. Composition of the RIC was discussed. Although Vice President Teague thought membership should be at least three Senators, Parliamentarian Elizabeth Bird commented that maybe it could be only one person to follow through on Senate items that are developed and what there is that needs to be done. For example, the list of follow-up items that come out of the meetings would be a good starting point. Secretary Lee added that such a committee chaired by the Vice President could give more substance to such a process. It could be an interface between the Faculty Senate and the administration to be used only when necessary.

**OLD BUSINESS**

a. **Update on School of Biomedical Sciences; Invitation extended to Dr. Michael Barber to Discuss with Senate** – Gregory Teague

Vice President Teague announced that President Potter has invited Dr. Barber, Associate Dean of Graduate and Postdoctoral Affairs, USF Health, to attend a Faculty Senate meeting to give a presentation on plans for reorganizing and expanding the School of Biomedical Sciences. As of today’s meeting, the results of the invitation were unknown.

Past President Branch commented that so far the process was not reflective of shared governance. Faculty should be invited into such decisions. USF Health has not sought the guidance of the Faculty Senate, nor its councils, in light of shared governance.
Parliamentarian Bird made the motion that a resolution be created that when, and if, this program is going to be implemented, the Faculty Senate requires that it move through the appropriate approval process. Supposedly, the faculty who the Senate represents, are the people in charge of the curriculum and this should be sent to the College of Medicine and to Dr. Stephen Klasko as well. The motion was seconded and discussed. A friendly motion was made to empower Parliamentarian Bird to draft a resolution framing the specifics within the general principles for the SEC to present to the Faculty Senate prior or post terminus to Dr. Barber’s presentation. Past President Branch agreed to lend assistance. With this friendly amendment, the motion unanimously passed.

b. Budget Planning, Implications for Structural Change, and Faculty Engagement Therein – Gregory Teague

Vice President Teague started the discussion by commenting that scenario planning has begun on how to replace the stimulus funds which will go away later this year. He asked how faculty could get involved in the process to ensure that the academic values and priorities of the institution are expressed in the allocation of resources in the appropriate ways to maximize the net product for the university. Otherwise, there is a need to engage in productive discussion and what can the Faculty Senate be doing to ensure such discussions take place.

Past President Branch commented that he has heard that people are wondering what the implications for budget restrictions are and it is safe to say that the Faculty Senate has not been brought into discussions of shared governance scenarios as yet. In that context, he had drafted the following resolution:

“Whereas USF budget is expected to decrease in the 2011-2012 from its 2010-2011 level,
Whereas the USF System has an unfilled COO position,
Be it resolved that the USF Tampa Faculty Senate strongly recommends the USF System President not fill the vacant COO position during 2011-2012.”

The rationale for the resolution is that during times of budget constraints all of the faculty positions are frozen. The whole notion of a System is coming completely unfunded and new administrative positions are being funded. A resolution such as this would be an appropriate recommendation from the Faculty Senate. However, if this is all the Senate does then it states it is not participating in shared governance on something as critical as the upcoming budget changes.

The issue that Vice President Teague was thinking about was more along the lines that a lot of this discussion needs to be occurring at other levels, and the Senate is the body that can speak to the central administration and would think on that broader level. Actions need to take place in departments and colleges, and he is wondering if there is something the Senate could do to support an atmosphere where productive discussions could take place.
Senator-at-Large Philip Levy suggested using the Faculty Senate as a forum to start to create discussions with faculty about what is occurring; to create a time-out schedule with events where faculty can have some actual open discussions to not only hear about what people are thinking but to create a vehicle to provide information about what they do not know about. One way would be to hold town hall meetings. It would be an opportunity to build bridges and strengthen shared governance by having everything open. Perhaps the Faculty Senate needs to lead in creating these meetings.

Parliamentarian Bird suggested that the SEC loop back to this discussion after the report from the Provost’s Office and perhaps come up with a more concrete way to move forward. This suggestion was agreed to and the discussion was tabled.

**NEW BUSINESS**

There was no New Business for today’s meeting.

**REPORT FROM SENIOR VICE PROVOST DWAYNE SMITH**

Senior Vice Provost Smith reported on behalf of Provost Wilcox who was attending a Board of Governors meeting. The first thing that he reported was that it will be toward the end of the semester before any firm data are available on the budget. He iterated that this is a proposed budget. It is the Legislature that ultimately sets the budget. He added that the Provost Wilcox would like for the SEC to know that with difficult decisions to be made, he is going to want the faculty to be engaged so that it does have some cohesiveness to it. At this time, Senior Vice Provost Smith gave a budget overview summary based upon what is known so far:

- The budget fully confirms the loss of stimulus funds, there will be no replacement. For USF that means 23 million dollars in nonrecurring funds for the System. Academic Affairs has no non-tenure track or tenure-track faculty on stimulus funds. However, there are a considerable number of adjunct and visiting instructors on stimulus funds. The loss of that money means that Academic Affairs will need to find a way to try to address the loss of that instructional capacity. If this comes to pass, some classes may have to be canceled but are looking for alternatives. The first, and foremost, priority is to try and preserve instruction for students any possible way.

- There are no proposed reductions in current base budgets.

- No tuition increases are recommended. The 15 percent discretion increase should remain in place, by statute, if the BOG pushes it and allows the full amount.

- All state subsidies are cut to programs at private institutions.

- Retains a subsidy for Florida students who attend in-state, private institutions but has added some conditions that make it more difficult to receive the subsidy so it becomes less available.
• Wants to accelerate new standards into Bright Futures to be in place for the Fall.

• Wants to swap-out state funds in terms of retirement where the state will give 5 percent less to be replaced by employee contribution of 5 percent.

• A reduction in state subsidy in health insurance is being proposed.

• The ultimate goal is to reduce the number of state workers across the system by ten thousand.

Other

Dr. Smith distributed a handout entitled “Tuition Dollars at Work-Student Tuition and Fee Revenues Improve the Learning Experience at USF” which shows the importance of the impact of the differential tuition. It was implemented in the 2008-2009 academic year but was a phase-in. Of that differential tuition coming in, substantial portions of it are dedicated. The handout showed how that money has been invested. The figures reflect three years of considerable base budget cuts. Past President Branch commented that the table needs to be what the net change is and asked that net faculty be added back into the data. Dr. Smith responded that he could add that in because it would show not only a slight, but steady, reduction.

CEPI Chair Emanuel Donchin stated that the data may be slightly misleading because the factor of availability of classroom space is ignored. The paucity of large classrooms affects the utilization of faculty. In the interest of time, Vice President Teague suggested that perhaps a discussion about classroom space could be a possible future item.

REPORT FROM VICE PRESIDENT FOR BUSINESS AND FINANCE NICK TRIVUNOVICH

Mr. Trivunovich attended today’s meeting to present proposed increases in parking rates. He distributed three handouts. The first one was Tampa Parking Rates (revisions increase/permit) which listed the changes that will have the most affect which is the Annual Staff increasing by $12.00, Gold Staff increasing by $20.00, and Reserved increasing by $49.00. The second handout, State University System Parking Fee/Permit Data 2010/2011, was a comparison of what the other universities are doing. Generally, USF falls in line with UCF and FAU. Universities with a large amount of surface parking have cheaper rates than those with parking garages. A comparison of some of the Big East Institutions was reflected in the third handout National, Aspirational and Big East Institutions Parking Permit Fee Data 2010/2011. The reason for the proposed parking rate increase is two-fold: (1) operating costs continue to go up and a percentage of the increase will be used for those, and (2) parking is being lost in the southeast corner of the Sun Dome and additional parking will be provided in that area in the form of a parking garage. Discussion was held.

Concerns were expressed about the lowest-paid employees on campus being hit with potentially another reduction. When asked why USF does not have a stepped parking plan, Mr. Trivunovich
responded that this issue will be looked at next year and the process will start earlier to determine if this issue can be addressed.

Another issue was why some lots are green and others gold so that people should be able to park next to the building in which they work. Mr. Trivunovich will look into the number of allocation of green spaces relative to where employees park and report back to the SEC at a future date. CEPI Chair Donchin recommended that when parking policies are made, feedback should be solicited from all shareholders. There needs to be a mechanism whereby parking issues can be discussed. Secretary Sang-Hie Lee recommended that the staff situation needs to be separated from the faculty.

Vice President Teague recapped the discussion as follows:

1. greater potential involvement in the policy-making process
2. proposal for differential fees next year with Faculty Senate involvement

Mr. Trivunovich added that there will be additional discussions on some of the policies and committed that next year Parking and Transportation will be looking at different levels for parking with the Faculty Senate being involved.

In the interest of time, Vice President Teague proposed that the SEC consider the earlier discussion about faculty engagement in the discussion process be followed up at a future meeting.

There being no further business, the meeting was 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. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC Meeting).


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

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

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


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

11. Undergraduate Chair Michael LeVan to follow up on the creation of a committee consisting of faculty from SLIS, ISDS, and CSE for purposes of information sharing (10/06/10 SEC Meeting).

12. President Branch to provide Provost Wilcox with three to four names for consideration to serve on a committee to review the Market-Based Tuition Delivery Model (10/06/10 SEC Meeting).

13. President Potter to decide on whether Library Council will give presentation to Faculty Senate on Open Access Publishing Initiative (11/03/10 SEC Meeting).

14. Senator-at-Large Levy to send to Ms. Pipkins a list of the committees the FAC subcommittee is looking at to be sent out to the SEC (12/01/10 SEC Meeting).
15. Graduate Council to review proposal for a *School of Biomedical Sciences and Graduate Programs* in the USF College of Medicine after it has been reviewed by that college (01/12/11 SEC Meeting).

16. Future discussion on the lack of classroom space (02/09/11 SEC Meeting).

17. Mr. Nick Trivunovich, Vice President for Business and Finance, to report back on his findings on the number of allocation of green spaces relative to where employees part (02/09/11 SEC Meeting).

18. Future discussion on productive faculty engagement in the budget planning process (02/09/11 SEC Meeting).