AY 2012/2013 FS meeting minutes: 2013-03-20

Faculty Senate
USF FACULTY SENATE MEETING
March 20, 2013
3:00 – 5:00 p.m.
Chamber Room 4200 Marshall Student Center

1. Call to Order

2. Approval of February 20, 2013 Minutes

3. Reports by Officers and Council Chairs
   a. Senate Elections: New Senators, FS Officer & System Faculty Council Member Nominations/Elections - Gail Donaldson (15 minutes; possible action)
   b. Online Student Ratings of Instruction – Wendy Nembhard (5 minutes)
   c. Tenure and Promotion Policy Committee – Gregory Teague, et al. (5 minutes)
   d. Homecoming Plans – Phil Levy (5 minutes)

4. Old Business
   a. USF’s 4-Semester Hour Credit Undergraduate Courses – Ralph Wilcox (15 minutes; discussion)

5. New Business
   a. Update on University College – Michael Pearce (20 minutes)
   b. Developments in the School of Mass Communication and School of Information - Eric Eisenberg (15 minutes; discussion)

6. Report from USF System President Judy Genshaft (15 minutes)

7. Report from Provost and Executive Vice President Ralph Wilcox (15 minutes)

8. Report from USF Faculty Senate President and USF System Faculty Council Vice President Gregory Teague (5 minutes)

9. Other Business from the floor (5 minutes)

Adjourn - Next scheduled meeting –April 17, 2013
Faculty Senate President Gregory Teague called the meeting to order at 3:02 p.m. He announced an adjustment to the agenda, indicating that due to a scheduling conflict, Michael Pearce’s update on University College would be postponed until the April meeting. A motion was then made and seconded to accept the Minutes from of the February 20, 2013 meeting as written. The motion passed unanimously.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. **Elections: New Senators, Officers, and System Faculty Council Member Nominations/Elections** – Gail Donaldson

Secretary Donaldson announced that there were still Senate openings in Arts and Sciences (1), Medicine (7), and The Arts (2). Nominations will be left open on a rolling basis until the April Senate meeting. Thereafter, nominations will be deferred for consideration until the first Senate meeting in the Fall 2013. Although all new Senators were invited to today’s meeting, Dr. Michael Teng from the College of Medicine was the only attendee.

Officer nominations for 2013-2014 resulted in the following: Philip Levy-Vice President, Barbara Lewis-Secretary, and Wendy Nembhard-Senator-at-Large. Dr. Teague will be serving his second year as president. No nominations were received for Sergeant-at-Arms. A motion was made and seconded to accept these nominations by acclaim and to vote on the Sergeant-at-Arms position at the April meeting. The motion passed unanimously.

Nominations for the USF System Faculty Council will be taken at the April meeting. There are 7 seats, 5 of which will be filled by officers unless someone chooses to defer, leaving 2 seats, with one alternate, to be filled. Interested Senators should contact either Secretary Donaldson or President Teague. If needed, elections will be held at the April meeting.

b. **Online Student Ratings of Instruction** – Wendy Nembhard

Senator Nembhard reported that a Canvas site for faculty has been created to explain the history behind the transition to online assessment of instruction by students, to explain the system itself and answer frequently asked questions, and address concerns that have been raised by faculty. Documents from the literature on online evaluation are also provided. She added that the Office of Student Affairs will assist in getting this information to students in an effort to increase student response rates, as well as letting students know about the transition to online assessments and the option to complete these evaluations through mobile devices. The Canvas site will be launched in concert with the Office of Student Affairs and Student Government Association at the beginning of April. During the two weeks of the evaluation period each semester, announcements will be
placed on the Marshall Center electronic boards as a reminder, and to encourage students to participate in the evaluation process. In the fall, the committee will look at specific response items used on the evaluation.

At this time, the following questions/comments were addressed:

• EXplorance Blue comments are currently provided in pdf format that cannot easily be incorporated into the faculty annual evaluations in FAIR. Senator Nembhard will talk with Drs. Marvin Moore and Stephen RiCharde on this issue.

• Concern was expressed that faculty are losing control of when evaluations are administered. It was suggested that this issue should be discussed at some level. Senator Nembhard asked that the Senator to send her an e-mail about this so she can bring it up to the committee.

• Online evaluations will be available to each student on Blackboard. It is not known at this time when evaluations will be available on Canvas.

• Students enrolled in a course will have the opportunity to assess that course even if they have not attended class.

• Issues regarding student privacy and the Sunshine Law have been forwarded to the Office of General Counsel.

At the April Senate meeting, Senator Nembhard will have a draft proposal from the ad hoc committee for consideration by the T&P committee of language to take into consideration when evaluating faculty as related to changes in the student evaluation procedure (paper to online), responses or response rate.

c. Tenure and Promotion (T&P) Policy Committee – Gregory Teague, et. al.

As chair of the T&P Guidelines Revisions Ad Hoc Committee, President Teague reported on the work of the committee to date:

• This committee has gone back to the draft work done by the 2010 committee, including a recently rediscovered introduction.

• It was agreed to consider some very broad statements at the university level.

• Somewhat like the previous group, this group is reluctant to jump into sweeping changes at the highest level (policy, then guidelines, and then some additional guidance). The notion is that the policy should be fairly stable for a long period of time and be very broadly inclusive with additional specifications and potential updating at shorter intervals.

• There is a feeling that the committee needs to build up its understanding of the task and the potential that exists for the new policy, so that the actual revisions may go fairly quickly.

• A statement will be issued to faculty about what is going on and to reassure the faculty that this committee is not trying to change the rules for people who are in the pipeline. The committee is not doing anything that would endanger particular tenure-track faculty. It is about expanding what is currently going on.

• The committee will go out and talk with various groups.
• Although charged with primarily changing documents and secondarily looking at processes and procedures, there is recognition by the committee that the latter category is important and will be addressed.
• The committee also recognizes that there needs to be a much wider conversation. Any changes made in the central documents and recommendations for changes in the process or procedures should entail some conversation at each of the levels at which decisions are made. Therefore, the committee will think about how that process needs to occur. It is anticipated that departments would need to review their own documents, criteria, and processes; be more explicit about how they use the criteria; what the data are on which they base decisions, and how the data are obtained.
• A suggestion has been made that this process may require the parties to engage in dialogue. That is, if a reversal is made to a recommendation that comes from a lower level, the basis for the reversal should be clear.
• Subgroups of the committee are looking at external documents that are relevant to particular issues such as community engagement and interdisciplinary activity to see how we can make use of the work on these issues at other institutions.
• Another issue that has come up is how USF defines and values university service in addition to community service. The questions are, what does the university need of its faculty in order to be a thriving institution, and should the university articulate how it values service somewhat differently? This is a larger question to be considered later in the process.

d. **Homecoming Plans** – Philip Levy

President Genshaft has commissioned a committee to look at USF’s current Homecoming activities with the goal to create something that speaks more broadly to the alumni on one level, and integrating it more fully at another. The committee needs to think academically about ways that the week of Homecoming could be treated differently to try and create more energy and activity. The goal of the committee is to create something that is more useful for the purposes of alumni connection and ultimately help the university. The Senate will be updated as things progress. Anyone with questions, input or in need of more information should contact Vice President Levy at plevy@usf.edu.

e. **Committee on Committees (COC)** – Ellis Blanton

Chair Blanton announced that council nominations closed on Thursday, March 21st, and that it is time to constitute the COC. There are still several colleges that do not have COC representation and an e-mail will be sent to Senators next week to have an individual identified for membership on the COC. He reminded everyone that if there is only one Senator in a college, that Senator is automatically the COC representative. Once the COC has been constituted, a second e-mail will be sent to the committee announcing that a review will be taking place. All COC work is conducted on-line (Blackboard and Outlook).
President Teague asked Senators to look at the Bylaws to review what their responsibilities are for service on councils as participants in shared governance.

f. **General Education Project** – Karla Davis-Salazar

Dr. Davis-Salazar reported there are now 2 bills being considered: The first would increase the number of general education courses back to 36, pushing implementation to fall of 2015, and including more courses in core areas instead of just 5. The second bill would require 6 credit hours of U.S. history.

g. **Budget Redesign Process** – Gregory Teague, John Long

President Teague commented that, although there is nothing visible on the surface substantively, there is a joint subcommittee that is looking into how the current budget process works and in what structure to report that information. Mr. Long added that he, along with Provost Ralph Wilcox and USF Health Senior Vice President Stephen Klasko, will meet with the three committee chairs next week to review milestones. The goal of the Efficiencies Committee was to submit recommendations for consideration by the end of April. The other two committees will discuss overlap and concentration. The overall goal has been posted. The recommendations on the process will be posted by February, 2014 for implementation on July 1, 2014.

**OLD BUSINESS**

a. **USF’s 4-Semester Hour Credit Undergraduate Courses** – Ralph Wilcox

President Teague prefaced this item by stating that he invited Provost Wilcox to put on the agenda the question of conversion from 4 to 3 hours for some courses in case there were further elaborations. He added that it is now a directive as opposed to a suggestion. At this time, the floor was turned over to the Provost.

Referring to a two-page document included in the meeting materials, the Provost pointed out that a request and rationale was sent to college deans requesting a response by March 19th. This pertains to a review and a revision of undergraduate courses at USF that have been assigned more than 3 credit hours and which do not align with, or do not show equivalency to, like courses and same numbered courses at other institutions across the State University System (SUS). The item has been introduced before in the Faculty Senate, to the deans, department chairs, and occasionally discussed at the Senate Executive Committee meetings. The genesis of the current review comes about through the increase in scrutiny and oversight from such places as Washington, Tallahassee, and Atlanta, i.e., SACS.

As the scope of the problem became apparent and that it extended over a large number of classes, it became clear that for the sake of institutional integrity, academic integrity, and for the good of the students, it created limited progress toward degree and student success at USF. In addition, the rest of the state of Florida is moving forward with a certain set of
assumptions. For USF students, these 4-hour courses mean additional cost and excess
hours not needed for graduation; in some cases they also prolong students’ stay at USF,
creates scheduling problems, and delay graduation.

After consulting with academic leadership (deans, department chairs and faculty) the
Provost felt the right thing for USF, the academy, and the students was to take
appropriate action based upon recommendations and make an administrative decision in
short order so that students who are getting ready to enroll in Summer and Fall courses
would not be penalized moving forward. Scheduling will not be affected. That is, those
classes that have previously been assigned 4-credit hours and have been slotted into a 4-
credit hour schedule for Summer and Fall will continue to be delivered within that time
slot with the understanding that instructors have full authority to cut those instructional
periods to be consistent with a 3-credit hour.

Based upon feedback from deans regarding professional accreditation matters, the rest of
the Spring and Summer semesters will be used to take a more thorough look at those
classes to see what can be done to best meet the needs of students and support USF’s core
principle of student success without compromising accreditation or academic integrity.
This will comprehensively be fixed by the beginning of the Spring 2014 so that 3-hour
courses will be delivered on one day in two one-and-a-half hour slots or in two 75-minute
sessions on either Monday/Wednesday or Tuesday/Thursday. Undergraduate courses
that spill over to higher credit assignments (e.g., 4 credit hours) will be delivered on a
Monday/Wednesday/Friday or Tuesday/Thursday/Saturday schedule.

The Provost added that this does not mean any additional instructional load for faculty.
The 4 and 4 formula will reflect a reduced work load for tenured and tenured earning
faculty who are showing continued scholarly research productivity. A 2 and 2 or a 2 and
1 course assignment will mean 2-three hour courses or 2/4, thus providing for greater
space for professional and scholarly enrichment.

A comment was made that USF has not articulated a clear academic argument for
reducing courses from 4 to 3 hours. The Provost clarified that a 4-hour course cannot be
delivered here at USF while 9 other institutions are delivering it for 3 hours with the same
prerequisites, the same content, the same rigor and the same learning outcome. He added
that it is an academic integrity argument. Nothing is preventing a department or faculty
member from making the case that a course is worthy of a different number of credits,
but the same course number cannot be offered for higher credit at USF than at other SUS
institutions. The Provost commented that the purpose is to align USF with reality and
restore it to some semblance of integrity.

NEW BUSINESS

a. Update on University College – Michael Pearce

Due to a scheduling conflict, this presentation was postponed until the April meeting.
b. Developments in the School of Mass Communication and School of Information – Eric Eisenberg

College of Arts and Sciences (CAS) Dean Eisenberg presented the following changes within CAS:

1. At next month’s Senate meeting, Dean Eisenberg will present a proposal from CAS about bringing together the social scientific study of geography with the natural scientific study of geology and urban environment. He explained that this is occurring because employers want geographers to know more about physical science than they are getting. Combining these two disciplines will give students a better scientific rounding in what it is they are actually studying. The impetus is also coming from NSF which has said to geologists that if they are going to get grants in the future, they have to look at the social, cultural, and human impact of the geological things they are studying.

2. After a reaccreditation visit by the Accrediting Council on Journalism and Mass Communications (ACEJMC) earlier this year, it became clear that the culture of mass communications was at odds with the kinds of innovative approach to digital media that would be more appropriate to USF. After talking with students, faculty, alums, industry and colleagues around the country, Dean Eisenberg made the decision to walk away from accreditation. It was not a noncontroversial issue with faculty in Mass Communications, and they realized that they could take control of what the students need. Senator James Andrews, Director of the School of Information, has been asked to serve as Interim Director of Mass Communications to facilitate a conversation about how something different could be done with these two professional schools to create a USF signature brand around information and digital media. Dean Eisenberg pointed out that this initiative applies to undergraduate studies only.

REPORT FROM USF SYSTEM PRESIDENT JUDY GENSHAFT

President Genshaft reported the following items:

• Dr. Sophia Wisniewska has been appointed as chancellor for the USF St. Petersburg campus. She will be tenured at that campus and will begin on July 1st.

• The Florida legislature is midway through budget development. Current proposals in both the House and Senate call for replacing the $300 million taken from all of the universities in the same portions as had been removed last year. The pre-eminence issue is on-going.

• All universities have received a directive from the Joint Legislative Auditing Committee and the State Auditor that repeated audit warnings must be corrected or the President and the Chair of the Board will have to go before the Legislative Subcommittee. For three audits in a row, USF has had Procurement Card (P-Card) findings. This will lead to important changes in the P-Card distribution and more training programs will be
implemented. After-the-fact purchases are another area of concern. To address this issue, Chair John Ramil, Board of Trustees, has appointed a subcommittee of Board of Trustees members. It was pointed out that all universities are facing the same situation, not just USF.

REPORT FROM PROVOST AND EXECUTIVE VICE PRESIDENT RALPH WILCOX

Provost Wilcox reported the following items:

• Academic Affairs has hired or extended contracts to one hundred and five new faculty members. There are fifty searches still underway.

• There are two new proposed policies on undergraduate education that have moved to the promulgation process and contain the following components:

1. Included in the first policy is a requirement that when undergraduate students have met the requirements for the degree, they will graduate. There will always be exceptions and an opportunity for department chairs and deans to approve such exceptions. As these students apply for graduation beginning in Summer 2013, they will be required to complete a graduating senior survey. This is a SACS regional accrediting requirement and will serve as the first step in collecting data on graduates (employment and earnings or passage to graduate school).

   The graduation expectation has been changed from 6 to 4 years. To accomplish this, 8-semester degree plans or 4-semester degree plans for Academic Affair transfer students will be required.

   There will be limitations tied to students changing majors. Students will be encouraged to make any changes in majors during the first 2 years at USF. Beyond that they will need to demonstrate that if they change majors they will be able to complete the degree within a timely fashion.

   This policy is for the Tampa campus only.

2. The second proposed policy will be a System wide policy which was generated largely by the Undergraduate Council and embraced by USF St. Petersburg and USF Sarasota-Manatee. This policy will require midterm posting of grades electronically as an early warning system tied to student success. This will provide students with the opportunity to withdraw from a class and a restart the class in a subsequent semester.

Senators were encouraged to review the policies as they move through the promulgation process. Any questions, suggestions, or thoughts can be shared with the Provost or Dean Robert Sullins, Undergraduate Studies.
Dr. Paul Dosal, Vice Provost for Student Success, announced that on April 3, 2013, from 2:00-4:00 p.m. USF will be hosting the four Carnegie Professors-of-the Year in a town hall session facilitated by Provost Wilcox. Everyone was encouraged to register in advance and to encourage their colleagues to attend as well.

REPORT FROM USF FACULTY SENATE PRESIDENT AND USF SYSTEM FACULTY COUNCIL VICE PRESIDENT GREGORY TEAGUE

President Teague asked Senators to think about the open position of Sergeant-at-Arms, as well as the call for members for the USF System Faculty Council.

Two Senate standing councils have continued their concern about 2 issues that are crossing over with the Council on Faculty Issues and the Council on Educational Policy and Issues: (1) opportunity and incentives for faculty to participate in such things as faculty governance and councils, and (2) a discussion of ways to link the Faculty Senate as a body with faculty and governance bodies in departments and colleges. Senators were asked to think about ways to engage colleagues more effectively.

OTHER BUSINESS FROM THE FLOOR

1. Vice President Philip Levy recommended that the campus smoking policy be revisited.

2. President Teague asked that Senators provide feedback to their officers about how things are going and how the Senate is operating.

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