AY 2013/2014 SEC meeting minutes: 06 Mar 13

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USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
March 6, 2013
3:00-5:00 p.m., Student Services Building, Room 5012

1. Call to Order – Review of Agenda

2. Approval of Minutes from February 6, 2013 Meeting

3. Reports by Officers and Council Chairs (25 minutes)
   a. Tenure & Promotion Guidelines Initiative – Gregory Teague
   b. Brief Reports from Other Councils (Chairs) and Initiatives (various)

4. Old Business
   a. Discussion on Faculty Issues – Steve Permuth, Tom Mason (25 minutes)
   b. Review of Outstanding Items – Gregory Teague (5 minutes)

5. New Business
   a. University College – Michael Pearce (25 minutes)
   b. Senate Agenda; Rescheduling April SEC – Gregory Teague (5 minutes)

6. Report from Senior Vice Provost Dwayne Smith (20 minutes)

7. Report from Faculty Senate President and USF System Faculty Council Vice President – Gregory Teague (10 minutes)

8. Other

USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
March 6, 2013

Present: Ellis Blanton, Karla Davis-Salazar, Gail Donaldson, Versie Johnson-Mallard, Tom Mason, Steve Permuth, Arthur Shapiro, Andrew Smith, Gregory Teague, Marzenna Wiranowska

Absent: Randy Borum, Lisa Brown, Kenneth Buckle, Merilyn Burke, Philip Levy, Thomas Pluckhahn

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

Guests: Katerina Annaraud, Michael Pearce

Faculty Senate President Gregory Teague called the meeting to order at 3 p.m. Before conducting business, introductions were made. Professor Katerina Annaraud attended today’s meeting as a guest from the USF Sarasota-Manatee campus where she is a member of that institution’s Senate Executive Committee (SEC).

The Minutes from the February 6, 2013 meeting were unanimously approved as presented.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Tenure & Promotion Guidelines Initiative – Gregory Teague, Steve Permuth, Dwayne Smith, Graham Tobin

The ad hoc committee has held its first meeting at which it discussed the range of issues to be considered. It was reiterated that these guidelines would only be for the Tampa campus and the College of Medicine and not the other institutions. One of the potential problems/issues that needs to be addressed is communication of the committee’s activities with faculty who will be impacted by the new guidelines. Non tenured faculty, as well as already-tenured faculty, need to be engaged in the process. The committee agreed that it needs to look at a broad vision of where USF will be in the future in addition to where it is now.

It was emphasized at today’s meeting that departmental differentials need to be reflected in the guidelines, taking into account global, interdisciplinary, and community engagement activities in addition to the more traditional categories of teaching and research. The guidelines should be broadened to include university goals and not be conscriptive to allow the option for differential application across departments and colleges.
b. **Brief Reports from Other Councils (Chairs) and Initiatives**

1. **General Education Project** – Karla Davis-Salazar  
   There was nothing new to report.

2. **Faculty Council on Student Admissions** – Versie Johnson-Mallard  
   The council will be addressing its charge.

3. **Council on Technology for Instruction and Research** – Andrew Smith  
   Technology fee proposals have been reviewed and recommendations forwarded  
   to the Technology Fee Ad Hoc Committee.

4. **Committee on Committees** – Ellis Blanton  
   The COC is still accepting council nominations.

5. **Election Update** – Gail Donaldson  
   Senate vacancies exist in the following colleges: CAS (1), COM (8), CoTA (2).  
   The call for officer nominations has been sent to all Senators with a submission  
   deadline of noon on March 20, 2013. A brief discussion was held about how to  
   conduct an election if one is needed. Suggestions were: use voting buttons on  
   Outlook and/or use paper ballots at April meeting. The Bylaws and Constitution  
   will be reviewed during the summer to address adjusting term lengths.

6. **Budget Planning Project** – Gregory Teague  
   There has been a disruption in the process of the Requirements Committee which  
   received a recommendation that there be a pool of technology people to develop  
   a description about how budget decisions are made. Work of the Programming  
   Committee is on hold until the Requirements Committee work is completed.  
   However, the Programming Committee was successful in proposing that a full  
   RCM is something that USF should do. There was nothing new to report from  
   the Efficiencies Committee.

**OLD BUSINESS**

a. **Discussion on Faculty Issues** – Steve Permuth, Tom Mason  
   The major concern for both council chairs (CFI and CEPI) was the issue of  
   communication. Dr. Permuth’s comments centered on communication among the faculty  
   about the role of the Faculty Senate, what it is about, and what does it do. There is a need  
   for faculty to better communicate with a body of people, i.e., the Faculty Senate, which  
   can be instrumental in shaping their future; for example, issues related to the T&P  
   guidelines. Dr. Permuth suggested a meeting of the council chairs to talk about shared  
   responsibility. He also expressed concern about cultivating the next generation of  
   officers to lead the Senate. Dr. Mason’s comments were along the same lines, but added  
   that information sharing should be more transparent across various units of the university.
A better approach is needed for greater ease of access to information. In other words, the university should provide a stronger focus on basic communication skills.

Options were suggested to address the issue that the Senate is not doing a thorough job of communicating their activities and relevant issues to the faculty:

- Publishing an electronic newsletter either via e-mail or populating the Canvas site with all faculty included in which to put an announcement.
- Formally include in the Bylaws that Senators should be a spokesperson at department faculty meetings or college-level faculty council meetings.
- Senators bring a junior faculty member with them to the meetings as an educational experience.

NEW BUSINESS

a. University College – Michael Pearce

Mr. Pearce attended today’s meeting to give a University College update. One intent is to change the name of University College to something more definitive. SEC members were asked to send him any thoughts about this. He covered the challenges faced, steps to take to focus on those challenges, and opportunities for expansion. Mr. Pearce’s PowerPoint presentation is available on the Faculty Senate site at: (to be added once posted on web site). One area in which Mr. Pearce asked for faculty input was participation in the candidate open forums for the position of Chief Business Development Officer Executive Director. Three candidates have been invited to USF, and open forums have been scheduled for March 8, 14, and 18. Mr. Pearce will have the information sent to President Teague for dissemination to the SEC and Senators.

b. Rescheduling April SEC Meeting – Gregory Teague

In order to accommodate the Carnegie Professor-of-the-Year Award event (President Teague will be part of the Welcome ceremonies and other SEC members may wish to attend), the time of the April 3 SEC meeting will be rescheduled from 4:00-5:30 p.m. Location of the meeting will be announced.

REPORT FROM SENIOR VICE PROVOST DWAYNE SMITH

Dr. Smith reported that he, along with President Judy Genshaft and Provost Ralph Wilcox, recently attended an ACE meeting in Washington, D.C. There were a lot of shared concerns among the attendees.
The Legislative Session began on Tuesday, March 5, so there will be reports to follow as things develop.
REPORT FROM FACULTY SENATE PRESIDENT AND USF SYSTEM FACULTY COUNCIL VICE PRESIDENT GREGORY TEAGUE

Primary points on lecture capture and intellectual property rights have been sent to Dr. Permuth. President Teague will ask him to provide an update at the next meeting.

The scheduled meeting time was reached, and the meeting was adjourned at 5:00 p.m.
ADDENDUM
Outstanding Items
Senate Executive Committee

1. CTIR Chair Andrew Smith to work with the SEC and Faculty Senate Office to initiate the use of Scholar Commons for archiving Senate documents (06/01/11 SEC meeting). USF has chosen a content management program; CTIR Chair Smith will contact the University Webmaster about where the Faculty Senate stands in the process (06/06/12 SEC meeting). CTIR Chair Smith reported that the timeline for archiving Faculty Senate documents is January, 2013 (07/11/12 SEC meeting).

2. President Potter to appoint a task force of 2-3 faculty, plus Senate webmaster, to look at ways the Faculty Senate web site could be improved (06/01/11 SEC meeting).

3. Names to be provided to Senior Vice Provost Dwayne Smith for an ad hoc committee to establish clearer criteria for being named Professor Emeritus (09/05/12 SEC meeting).

4. Develop a means of communication between faculty and Faculty Senate (09/05/12 SEC meeting).

5. Continue discussion about classroom capture and intellectual property rights after preliminary work has been completed by ad hoc committee (Philip Levy, Andrew Smith, Steve Permuth) (12/05/12 SEC meeting).

6. Determine central location for information on all faculty awards. Update faculty award information on campus – Marzenna Wiranowska and Lisa Brown (12/05/12 SEC meeting).

Completed Items

1. Discussion on faculty issues by chairs of CEPI and CFI (02/06/13 SEC meeting; 03/06/13 SEC meeting).