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Faculty Senate

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USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
August 14, 2013
3:00-5:00 p.m., Student Services (SVC) 5012

1. Call to Order, Review of Agenda, Welcome to New Members, Introductions

2. Discussion of Budget and Current Plans – President Judy Genshaft, et. al. (50 minutes)

3. Approval of Minutes from July 17, 2013 Meeting

4. Reports by Officers and Council/Committee Chairs (20 minutes)
   a. Update on Lecture Capture – Steve Permuth
   b. Update on Tenure & Promotion Guidelines Initiative – Greg Teague, et. al.
   c. Other Reports from Councils (Chairs) and Initiatives

5. Old Business
   a. Follow-up Discussion: Office of Graduate Studies Plan – Ralph Wilcox, Dwayne Smith (10 minutes)

6. New Business
   a. Other Follow-Up Discussion (15 minutes)
   b. Faculty Senate and Senate Executive Committee Schedule

7. Report from Provost Ralph Wilcox (20 minutes)

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

9. Other

10. Adjourn - Next Scheduled Meeting – September 4, 2013
USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
August 14, 2013

Present: Ellis Blanton, Karla Davis-Salazar, Alex Levine, Philip Levy, Barbara Lewis, Wendy Nembhard, Steve Permuth, Arthur Shapiro, Andrew Smith, Brianne Stanback, Gregory Teague, Marzenna Wiranowska

Absent: Randy Borum, Merilyn Burke, Versie Johnson-Mallard, Tom Mason

Provost’s Office: Paul Dosal, Dwayne Smith, Ralph Wilcox

Guests: Judy Genshaft, Elizabeth Bird (CAS), David Chiriboga (BCS), Kaushal Chari (BUS), Javier Cuevas (COM), Maureen Groer (NUR), Kathleen Heidi (BCS), Richard Manning (CAS), Kay Perrin (COPH), Elizabeth Shaunessy-Dedrick (EDU), Robert Weisberg (MARS) via conference call

Faculty Senate President Gregory Teague called the meeting to order at 3:02 p.m. For the benefit of the new Senate Executive Committee (SEC) members and guests, introductions were made. Before turning the floor over to President Genshaft, President Teague gave a brief background of the SEC and its role. He added that due to the recent budget situation, President Teague felt it was a good idea to invite chairs and designees of Faculty Advisory Councils to today’s meeting to be a part of the discussion.

DISCUSSION OF BUDGET AND CURRENT PLANS – President Judy Genshaft

President Genshaft reported that the results of the Legislative Session this year, overall, were good: • The 300 million dollars taken last year by the state was put back. • USF is anticipating funding for a Center of Cyber Security. On the flip side of the Session • The University of Florida (UF) and Florida State University (FSU) were the only two state universities given research university preeminence money. • An additional 15 million dollars recurring went to UF for the Institute for Online Learning. • Tuition for out-of-state and international students was approved for increase, but not for in-state Florida students.

The President explained that there are two major types of funding: recurring (e.g., used for salaries) and one time (e.g., new faculty start up). Since 2006-07, the state has pulled back 102 million dollars of recurring money. Over the years, USF has been able to be cautious with faculty hiring by using recurring and filling in with one-time money, but it can no longer keep doing this. One of the issues that USF has been clear about is that it wants to carve out a large amount of money to be set aside for increases for faculty and staff on a continuing basis.

In June of this year, it was determined that USF needs to start living within its recurring money. In order to do this, there needs to be a better accounting of money available and how it is being spent. Reserves must be replenished. There is a need to be careful going into the 2013-14 FY,
and expenditures must be made sustainable. President Genshaft emphasized that nothing was being swept. In order to get an accountability of cash available, a hold has been placed on spending. To this end, spending budget cut requests have been given to deans and chairs. A three-year financial plan is being developed in order to get the budget in alignment and restore cash reserves.

At this time, President Genshaft distributed copies of a message from her to be disseminated university-wide after today’s meeting. The message addressed the following issues: • Money to be set aside for faculty and staff salary increases. • The need to build up cash reserves over a three year period. • Carry-forward money will be released by senior vice presidents as appropriate. • RIA (Research Initiative Account) fund balances will be visible for individual faculty accounts and available to use.

President Genshaft indicated that there will still be some control of expenditures through evaluating expenditure requests by a top-level management committee. She emphasized that this action is being taken to make sure USF gets its expenditures in line with its resources and continues as appropriate.

USF has one of the highest bond ratings in the state (along with FSU and UF). However, with higher spending and funding taken away by the state, bond rating agencies will still be looking closely at our financial status. Although the state budget restored some funding to USF, it was not enough to continue and it will be looking differently at legislative requests to build that money back up.

Other measures to take into consideration: • tuition increase for international and out-of-state students is a big gain for USF as a revenue generator • funding for on-line courses • ways to replenish funds and not spend as in the past.

QUESTIONS AND ANSWERS

Steve Permuth: Will the cuts take place over 1 or 3 years?
President Genshaft: They will take place over 3 years.
Provost Wilcox: At this point, it is not known how the cuts will occur.
Steve Permuth: Requested that the administration continually focus to involve faculty in decisions from the beginning.
President Genshaft: The 3 year planning will involve faculty.

Richard Manning: How will faculty be included in this 3 year planning?
President Genshaft: It will require everyone to keep within their means by watching their spending so that reserves can be built up.
Provost Wilcox: The President and Provost are committed to preserving faculty programs, students’ needs, and educational programs. The current 50 million dollar gap that started 6 to 7 years ago has been eating into reserves. Although the core academic entity of the university has been preserved, it has meant declining reserves and no economic increase in funding.
President Genshaft: USF was anticipating raising tuition, but the governor said no so that source of revenue will not be available.

Provost Wilcox: USF should not expect a tuition increase next year either. In the past, enrollment growth was rewarded, but now funding will be based upon performance. A matrix should be considered. The governor is looking at • the number of students graduating • how many are employed, and • what kind of salary are they making.

Karla Davis-Salazar: Will SACS accreditation be in jeopardy?
President Genshaft: No, it will not.

Wendy Nembhard: How does the on-going financial realignment fit within the roles of the three ad hoc committees set up earlier this year?
President Genshaft: Although these committees have been meeting, no action has been taken.

Gregory Teague: There was no information from those committees going to the faculty, and there was insufficient information made available to those committees to meet their charge. How will evidence about the institution’s financial condition be brought forward for future discussion with faculty? A discussion about how that did or did not go would be helpful.

President Genshaft: A draft of a 3 year plan will be created within 3 to 4 weeks in which USF will be telling its story to the Legislature in a way that will convince them that it needs money to hire faculty and to continue salary increases.

President Genshaft asked President Teague what he recommends to get the correct faculty on board such a committee. President Teague replied, e.g., by inviting faculty with expertise in the areas that are needed. In addition, how much of this is technocratic and how much will keep a pulse on the academic planning at the same time? Provost Wilcox added that USF needs to differentiate between financial planning and management and budgeting. Expertise is needed in finance to provide financial targets, which can then be used to plan ahead and keep goals within the strategic plan.

Phil Levy: Commented that the three ad hoc committees did do valuable work and did evolve. It was decided there was a very large discrepancy in languages. Is there someone who speaks the language of finance that could attend a Faculty Senate meeting to talk to that group?
President Genshaft: Nick Trivunovich would be that person.

Javier Cuevas: Research money would increase reserves. What will happen to the RIA (Research Initiative Account) funds?
President Genshaft: RIA funds will be freed up. Faculty will be able to see their accounts and will have full spending authority. Paul Sanberg is the contact person for this topic.

Provost Wilcox: Once carry forward spending plans have been approved, funding will be released back to the colleges. The money is not lost but is needed to show reserve balance.
David Chiriboga: What are the performance criteria of the state?
Provost Wilcox: Definitions of the matrix have not been resolved.

Steve Permuth: If layoffs become necessary, he recommended having a human relations committee to work with people (faculty and staff) to find employment, and assist in implementing plans to help people make difficult choices such as should one stay or leave.
Provost Wilcox: A final budget plan cannot be committed to until USF gets to the bottom of the financial problem.

Wendy Nembhard: She asked for clarification on the proposed raises (across-the-board and merit).
President Genshaft: The across-the-board raises are increases for E&G funded employees approved by the Legislature and governor. The merit raises will be in addition to the across-the-board increases and will be awarded to high-performing employees.

Richard Manning: Regarding the financial part of the budget process issue, he recommended that the finance issues be split from the budget issues, and that a more diverse faculty group be involved that would include faculty from other areas besides finance.

Gregory Teague: How quickly can a committee be created consisting of broader representation of thinking and prioritizing into that process to avoid problems with people not knowing what is going on?
President Genshaft: The work could begin next week. She is willing to have 2-3 faculty sit on the group.

provost wilcox: Once parameters and financial planning is in place, the leadership across the campus will be held responsible to keep to them.

President Genshaft: She does not want re-entrenchment.

Alex Levine: The strategic plan was drafted with budgetary issues in mind to make USF sustainable and globally engaged. This is part of the financial situation, and he recommended faculty involved in those areas should also be engaged in the conversation.

President Genshaft: Students should not feel anything different.
Provost Wilcox: This administration’s goal is to protect students and faculty, as well as support student and faculty success. Students need to be a part of this process to make them aware of the budget priority.
Brianne Stanback: Students should be included in this financial planning to make them aware of the situation.

Wendy Nembhard: If tuition fees are to be increased, the public needs to be educated a lot about what is being done. Compelling evidence needs to be presented to citizens.
Provost Wilcox: Rather than talk about the cost of an education, there is a need to talk about value; that is, emphasize the value of the education being paid for.

Elizabeth Bird: Where do we go from here? Once deans know their budgets, will they be authorized to hire?

President Genshaft: This is expected to happen, that is why it is a 3 year plan.

Provost Wilcox: As soon as financial goals are realized, they can be translated into a budget.


President Genshaft: She will relay this to Paul Sanberg.

Final Comments from President Genshaft:
• The memorandum she distributed at today’s meeting will be disseminated by the end of the meeting.
• Faculty will be included in the process.
• The Research Advisory Council will be discussed.
• USF does have the right goals; that is it is on target (with student success, research, and community engagement) with its strategic plan.

APPROVAL OF MINUTES FROM JULY 17, 2013 MEETING
A motion was made and seconded to approve the minutes from the July 17 meeting. The motion unanimously passed.

REPORTS BY OFFICERS AND COUNCIL/COMMITTEE CHAIRS

a. Update on Lecture Capture – Steve Permuth
   Although lunch is planned with the Office of General Counsel, no date has been set.

b. Update on Tenure & Promotion Guidelines Initiative – Greg Teague
   President Teague reported that the committee is working on a draft report to the Provost and that the committee felt the open meeting with department chairs was good.

c. Other Reports from Councils (Chairs) and Initiatives
   1. Honors and Awards Council – Marzenna Wiranowska
      The council met on June 17, 2013 during which it worked on operating procedures. Revised documents will be presented to the SEC at the next meeting for approval.
   2. Parliamentarian – Andrew Smith
      There will be a call for people at the September Faculty Senate meeting to assist Mr. Smith in reviewing the Bylaws.
   3. Homecoming Committee – Philip Levy
      It has been suggested that the Faculty Senate send a message to faculty to keep the work load light during the week of Homecoming.
4. **SACS – Karla Davis-Salazar**  
The QEP committee has been appointed. It will be asking everyone for feedback and will be gearing up early in the semester.

5. **Student On-Line Evaluation Process – Greg Teague**  
The committee will resume its work in the fall to address technical problems.

**REPORT FROM PROVOST RALPH WILCOX**

The Provost distributed a list of guiding principles and operations/programs for the USF Office of Graduate Studies. The new focus, referred to as recharacterization/reimaging, will be on strategically necessary programs which will involve scaling back on non-essential ones. This will be continually reassessed. Senior Vice Provost Dwayne Smith will begin his duties as Dean of the Office of Graduate Studies on August 15th. He commented that he will fully embrace staff to focus on what can be done better.

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

Dr. Teague announced that there will be a Board of Trustees Workgroup meeting on Thursday, August 15 at which President Genshaft will be speaking to some of the issues from today’s meeting. The meeting will be held from 9:00 to 11:30 a.m. in MSC 3707. At 12:30, the ACE Workgroup will be meeting. SEC members were invited to attend.

**OTHER**

On behalf of the SEC, Dr. Permuth thanked Provost Wilcox and Senior Vice Provost Smith for undertaking the task of moving from a 1 year to a 3 year financial plan. Provost Wilcox added that faculty should thank their deans as well.

There being no further business, the meeting was adjourned at 5:15 p.m.