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College of Arts and Sciences: College Council  
Meeting Minutes

College of Arts and Sciences (COAS)

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1-30-2006

## College of Arts & Sciences Council Meeting : 2006 : 01 : 30

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College of Arts & Sciences  
Faculty Council Meeting  
January 30, 2006  
1:30 – 3:00 p.m.

Meeting Minutes

Present: Hugh Lafollette (vice-chair), Tom Smucker, Lisa Starks, Thomas Smith (chair), Chris Meindl, Melanie Reidinger-Whitmore, Joani Spadaro, Ambe Njoh.

Program Coordinator Compensation

Dean Bridges has offered to compensate program coordinators with a stipend of \$4,000 per year. \$1,500 payable each semester and \$1,000 for the summer. The Council views the role of program coordinators as a temporary arrangement until formal divisions are created in the college to administer the academic programs.

The Council unanimously adopted the following resolution:

A stipend of \$4,000 per year is a reasonable minimum compensation for the administrative work involved in coordinating the College's academic programs. However:

- Program coordinators should be given the option of course release time in lieu of a stipend, so long as this would not harm the College's academic programs.
- Some coordinators may have substantial additional administrative duties that warrant additional compensation. These should be addressed on a case-by-case basis.
- No faculty member should be overly burdened with administrative duties.
- No administrative work beyond normal committee duties should go uncompensated.

Parity in Assigned Duties Across Colleges

Ambe Njoh reported that parity in assigned duties across colleges is an issue of concern for the USFSP Faculty Senate.

Research Enhancement Awards

We received many excellent research proposals. Unfortunately, the requests exceeded our available funds. The council recommended to Dean Bridges that the College award a total of \$7,588 in Research Enhancement Awards. The maximum award was \$700.

### Recommend Amendments to the CAS Bylaws

The bylaws of the College have not been amended since they were adopted by the faculty on October 31, 2003. The Council conducted a line-by-line review of the bylaws and recommended a number of amendments to eliminate inconsistencies and contradictions, to reflect new governance structures, to allow for new voting technologies, to facilitate committee assignments, to update the tenure and promotion process, and to strengthen faculty governance.

Under the existing bylaws, amendments must be voted on by the faculty as a whole at a formal faculty meeting. The Council will circulate a detailed set of recommendations before our next faculty meeting.

### System-Wide Faculty Governance Structure

The Council reviewed plans for setting up a USF system faculty governance structure. Representatives from each of the campuses will convene to set the parameters of the system structure.

-- Prepared by Thomas Smith