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College of Arts & Sciences Council Meeting : 2010 : 04 : 14

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**College of Arts & Sciences
Faculty Council Meeting**

April 14, 2010

DAVIS 100 Conference Room – 10 a.m. to Noon

Present: Thomas Smith, Chair
Susan Allen
Martine Fernandes
Thomas Hallock
Jill McCracken

Barnali Dixon
Eric Odgaard

Absent: Kathy Arthur, Ella Schmidt

USFSP Faculty Senate Charter Amendment Proposals

- The College Faculty Council made a motion and approved the USFSP Faculty Senate Charter Amendment Proposal. The proposed changes include:
 - The title of “Chair” of the Faculty Senate will be changed to “President” of the Faculty Senate; and the “Vice-Chair” of the Faculty Senate will be changed to “Vice-President” of the Faculty Senate. These changes were approved by the Senate to reflect a parallel construction to the titles used to identify the individuals who fill these roles at other USF system institutions
 - The elected term of each Senator will be increased from two to three years, and the term of President and Vice President will be increased from one to two years. In addition, it is proposed that the terms of the President and Vice-President be staggered to ensure continuity of leadership.
 - The beginning dates for terms of office for all Senate members and its elected officers begin the immediately following installation of new Senators and election of Senate Officers at the last Faculty Senate meeting of the spring semester in which the annual or biennial elections are held.
 - Additional responsibility be added to Section II or to Section III D. As appropriate: the President and Vice-president or other appointed members of the Senate will serve as institutional representatives to the Florida Board of Governors’ Advisory Council of the Faculty Senates (ACFS). Each member will serve a two-year term that coincides with his or her term of office in the USFSP Faculty Senate. The Senate, at its discretion may select the immediate past President to serve in place of one of the elected officers as one of the institutional representatives to the ACFS, and may extend that individual’s terms should (s)he hold elected office in that organization.

College Council Elections for 2010-2011

- There will be four vacant positions to fill on the CAS College Council for the 2010-2011 academic year.
- Thomas Smith will send a call for nominations for faculty to fill these positions. Nominations must be submitted by Friday, April 23, 2010 at 5:00 p.m. Persons nominating fellow faculty must check with and get approval from the nominee that they are willing to serve before submitting a nomination.
- A ballot will be send out Monday, April 26, with a deadline to submit ballots by Friday, April 30, 2010 at 5:00 p.m.
- The following department chairs will be encouraged to submit nominations from their respective departments to ensure that all departments have representation on the College Council:
 - Journalism and Media Studies
 - ESP&G
 - History/GIA
 - Graphic Design
- The 2010-2011 College Council will elect a Council Chair and Council Vice-Chair.
- A second call for nominations to serve on the USFSP Faculty Senate will follow the election of College Council members. Chris Meindl will be on sabbatical during the spring 2011 and a replacement will be needed to serve in Dr. Meindl's place.
- Thomas Smith will also look into the policy of whether or not a faculty member can be involved in faculty governance while on sabbatical. If no policy is written, the Council will look into putting a policy in place.

Fall 2010 Class Schedule

- Thomas Smith reported that 10 minutes were added to each class that meets longer than one full hour (for example: a class previously scheduled from 1:00 to 2:15 is now scheduled from 1:00 to 2:25)
- This change was made to stay in compliance with the State mandate that students get a 10 minute break for every hour of class period.
- The Council expressed concerns about this change, including the following: Thomas Smith will address these concerns with the USFSP Faculty Senate.
 - Logistical problems: five minutes is not enough time for students to get from one classroom to another
 - Formal notification of the change was not given to faculty
 - Feedback from faculty was not included in how to implement this change
 - Expected parent/student complaints on class tardiness and missing in-class assignments because students cannot make it class on time
 - A copy of the state mandate should to be distributed to faculty

Old Business

- **Provost Ralph Wilcox visit:** The committee expressed concerns about how we fit into the USF System and how USFSP monies are spent in the system. Faculty Council member expressed concern about this information and proposed that the Council and/or USFSP Faculty Senate make a request for more accountability on how USFSP funds are spent.

- The Faculty Council agreed to keep communication open and continue the dialogue that was presented to Dr. Wilcox.
- **Seeking Liberal Arts status:** In its effort to support the desire to known and recognized as a Liberal Arts institution, the Council has agreed to seek information and support from outside organizations, including the Coalition of Public Liberal Arts Colleges. An external benchmark will assist the Council to determine the standards and guidelines to achieve.
- **Phi Beta Kappa:** Council member Kathy Arthur will report on this at the next meeting; she was absent at this meeting due to attendance at a conference at this time.
- **International Affairs:** Jill McCracken reported that the COB Dean, and faculty members involved in study abroad (now called Education Abroad) have offered to assist faculty members with course development and administrative assistance in course offerings through International Affairs. However, Faculty Council members expressed that this offer is not the solution to the problem of lack of support on this campus.
- **Assessment of Vice Chancellors and Deans:** The Faculty Senate, in conjunction from support from the College Councils, is developing on-line assessments for the Vice Chancellors and Deans at USFSP. The surveys are expected to be sent to all faculty and staff during Finals Week, May 1 through May 7, 2010. The results of the assessments will be returned to the Faculty Senate and results of the assessments will be made public and available for faculty and staff review. All faculty and staff will have the opportunity to participate in the surveys for the Vice Chancellors and faculty and staff from each college will have the opportunity to participate in the surveys for the respective Deans.

New Business

- **Tenure and Promotion process:** Eric Odgaard asked the Faculty Council to address the tenure and promotion process at this time as we are in between the current year's and the 2010-2011 tenure and promotion process. Dr. Odgaard expressed concerns about the current guidelines and criteria and stated that the faculty need to know about issues that have recently arisen during his own tenure and promotion application process. His concerns are as follows:
 - Current tenure and promotion guidelines emphasize quantity, not quality.
 - The Administration and Faculty may follow different criteria to assign ratings for teaching, research, and service.
 - Upper administration can assign a rating at odds with all of the proceeding ratings given prior to his/her evaluation (Department, Chair, College Tenure and Promotion Committee, Dean, and USFSP Tenure and Promotion Committee).
 - Dr. Odgaard will complete and submit a written summary and report to summarize his concerns and requests for clarification on the current tenure and promotion process.
- **Tenure and Promotion Committee members meetings:** A meeting will be held with all Department Tenure and Promotion Committee members to discuss the tenure and promotion

process and to address Dr. Odgaard's concerns. Following this meeting, a College Tenure and Promotion Committee meeting will be held for further discussion.

- **Tenure and Promotion Workshop:** A Tenure and Promotion Workshop will be held in early May. Faculty coming up for tenure and promotion in the coming years will be invited as well as member of all tenure and promotion committee members. The purpose of the meeting is to inform faculty about the process, and also to provide information on how to complete and what to include in the tenure and promotion packet. The Workshop will be hosted by Pat White Butcher and faculty members yet to be determined.

The meeting adjourned at Noon.