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College of Arts and Sciences: College Council  
Meeting Minutes

College of Arts and Sciences (COAS)

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10-21-2011

## College of Arts & Sciences Council Meeting : 2011 : 10 : 21

University of South Florida St. Petersburg. College of Arts & Sciences.

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# CAS Faculty Council

## Meeting Minutes for 21 October 2011

Faculty Council Members *present*: Chris Meindl (Chair), Sheramy Bundrick, Dawn Cecil, Paul Wang, Julie Armstrong, Barnali Dixon, Seth McKee, and Neil Matthiessen.

Faculty Council Members *absent*: Armando Hoare.

Dr. Meindl called the meeting to order at 1:37pm, and asked if councilors requested any changes be made to the draft of Faculty Council meeting minutes for 16 September 2011. No modifications/corrections were suggested and councilors authorized the draft minutes to be posted.

Dr. Meindl asked if the Faculty Council (FC) wanted to propose to the College of Arts and Sciences (CAS) faculty that it change the council's by-laws so that each Department is represented on the CAS Faculty Council. Dr. McKee agreed that all Departments ought to be represented on the FC. Dr. Dixon suggested that the FC should not be dominated by Department Chairs and Associate Chairs, because Chairs already meet regularly; the FC should be dominated by faculty rather than those with Department administrative responsibility. Dr. Bundrick added that if we exclude all Department Chairs and Associate Chairs from membership on the FC, the college has so few tenure-line faculty that the council might have a hard time finding enough members each year.

Accordingly, the Faculty Council recommends that the CAS faculty vote to change the council's by-laws as follows:

“Starting with the 2012-2013 school year, the Faculty Council shall consist of one member elected from each Department in the College of Arts and Science, AND a Vice Chair to be elected by the entire CAS faculty in the spring semester of each year. After serving one academic year as Vice Chair, this person would serve a second year on the Faculty Council as Chair.”

Council members debated at length the issue of the Dean's distribution of money to each CAS Department. Dr. Meindl observed that the Dean allocated money to each Department based on the total number of full-time faculty members (including non-tenure-line faculty), that he increased the money allocated to Departments by \$5,000 over the previous year, and that the Dean expected Departments to evenly divide this money among all full-time faculty members (including non-tenure-line faculty). Dr. Dixon noted that non-tenure line faculty members do not have an assigned research responsibility, and that all funding should be allocated among tenure-line faculty members who have a responsibility to engage in research. Dr. McKee suggested that some non-tenure line faculty members are actively engaged in research, but that each Department should be free to distribute its funding as it sees fit. Dr. Meindl warned that the Dean may grant Departments less money next school year (based only on the number of tenure-line faculty), and then provide support to non-tenure line faculty members on his own.

A majority of Faculty Council members present suggested that we give the Dean the following advice for funding allocation next year:

“The Dean should allocate funding to the Departments based upon the total number of full-time faculty members, and Departments should be free to distribute this funding among their faculty as they see fit.”

The Council briefly discussed the assembly of an ad hoc CAS Tenure and Promotion Task Force. This Task force should accomplish the following:

- 1 . Look at standards/procedures across departments throughout college and make recommendations to FC.
- 2 . Work with the Dean to revise the letter sent to external reviewers to better define us.
- 3 . Given the small number of (Full) Professors in CAS, the Task Force should also develop guidelines for promotion to the rank of (Full) Professor.

Dr. Meindl added that he sent an e-mail to several potential Task Force members identified from last year, and received only two positive responses (Deby Cassill and Julie Armstrong). Council members agreed that in an ideal world, the Task Force would have representatives from each Department, it was more important for the Task Force to feature a majority of (Full) Professors. Dr. Meindl added that in light of possible personality conflicts, he would extend invitations—one at a time—to faculty members who could decide for themselves if they were interested in serving with those who had already accepted an invitation to participate on the Task Force.

Dr. Bundrick observed that the current FC by-laws demand that the Chair of the CAS Academic Programs Committee (APC) also serve on the Faculty Council. The problem with this requirement is that it may force an inexperienced person to chair this very important committee. She recommended changing this requirement.

Accordingly, the Faculty Council recommends that the CAS faculty vote to change the council’s by-laws as follows:

Section 1.3.2.1: “The Academic Programs Committee shall consist of five members, appointed from among such Councilors and other candidates as the Nominating Committee shall recommend. **Substitute a comma for the last period in this section and add “with the requirement that at least one APC member should also be a member of the CAS Faculty Council.”**

Section 1.3.2.3.: “The Committee shall be chaired by a member of its own choosing, **Substitute a period for the comma and delete the following text** ~~subject to the requirement that the member is also a Councilor.~~

The meeting adjourned at 2:45 pm. Respectfully submitted by Christopher F. Meindl