

4-20-2005

## USFSP Faculty Council Meeting : 2005 : 04 : 20: Minutes

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## UNIVERSITY OF SOUTH FLORIDA ST. PETERSBURG

Faculty Council Meeting  
Wednesday, April 20, 2005 8:10AM  
Library Conference Room

Present: Bill Heller, Barbara Frye, Deb Henry, Jamie McHale, Ambe Njoh  
Absent: David Naar, Jim Spence  
Guests: Mark Durand, Dean of College of Arts and Sciences  
Steve Lang, Chair, Research Council  
Deanna Michael, Chair, Graduate Council

### Announcements

Dr. Durand reported that the SACS visit for reaffirmation went very well.

Dr. Barbara Frye announced that she has accepted a position at Colorado State University. She will be leaving USF mid-summer.

Deb Henry reported on the Leadership Council meeting held Thursday, April 14, 2005.

### Old Business

Minutes from the March 23, 2005 meeting were approved as is.

#### Undergraduate Council

The Undergraduate Council Policies and Procedures were approved by Faculty Council contingent on several revisions suggested by the Council. Deb Henry will provide the UC chair, John Gum, with the details of the changes.

#### Research Council

The Research Council Policies and Procedures were approved by Faculty Council contingent on one correction. The name of the USFSP office responsible for research issues has evolved. Council agreed the Research Council document should simply refer to the "USFSP Office of Research." Steve Lang announced the Research Council will meet May 2, 2005.

#### Graduate Council

FC approved one minor change in the GC policies and procedures. Proposals will be submitted to the Graduate Studies Office rather than the chair of the GC. Deanna Michael reported that the Graduate Council has a web site at: [http://www.stpt.usf.edu/spgrad/Faculty\\_&\\_Staff/Graduate\\_Council.htm](http://www.stpt.usf.edu/spgrad/Faculty_&_Staff/Graduate_Council.htm) She also announced that Bob Dardenne (CAS) has agreed to join the GC for the 2005-2006 academic year.

#### USFSP Awards

Criteria for the three USF St. Petersburg awards for excellence in teaching, research and service are completed and have been forwarded to the administration.

#### Faculty Council Survey

The Council agreed that the survey should be distributed as soon as possible before the end of the spring 2005 semester. The survey in paper format will be sent out to all USFSP faculty members with a deadline of May 5<sup>th</sup>. There was not time to develop a web version but that possibility will be considered for any future surveys. Deb will mount the current survey in MS Word file format on the FC web site for those who prefer to use that version. Deb will arrange for an Abbie gram to all faculty announcing the project and the availability of the survey instrument. All surveys will be returned to the library in care of Deb Henry. Results will be tallied by FC members with the assistance of a COE graduate student.

#### Faculty Council and FC Committees

Jamie reported that most of the FC councils and committees can stand for next academic year. The 2005-2006 FC may proceed with the recommended expansions for the Research, Graduate and Undergraduate Councils. The suggestion to increase the length of term for FC members will be taken up by the new council in 2005-2006. Change in the length of term will require a vote of the entire general faculty.

#### COB representation

Vacancies will be addressed in 2005-2006 academic year.

### **New Business**

#### Tenure and Promotion

Steve Lang reported that this year's T & P committee encountered considerable inconsistencies in the supporting documentation for tenure applications. He suggested that the process be reviewed. A discussion followed concerning faculty development, mentoring, specific T&P targets, etc.

#### 2005-2006 Faculty Council

Ambe Njoh will serve a chair of FC in the 2005-2006 academic year. Deb Henry will continue as secretary. A vice chair will be elected in the fall.

Deb Henry was charged with notifying FC committee chairs that end of the semester reports are due as soon as they can be prepared.

#### Suggested agenda items for next academic year:

- Establish members for FC Committee on Committee & By-laws committee
- Confirm membership on FC committees and councils
- Review FC charter with regard to length of terms
- FC Survey: results and follow-up actions
- Faculty attendance at campus activities

### **College Reports**

No college reports were given.

**Next meeting** – TBA, Fall semester 2005.

Prepared by Deb Henry