

2-6-2015

USFSP Faculty Senate Meeting : 2015 : 02 : 06 : Minutes

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University of South Florida St. Petersburg
Faculty Senate Meeting Minutes – February 6, 2015
Bayboro 220

Call to order: 1:35 pm

I. Recognition of Members and Alternatives

Present:

Wei Guan, Dan Marlin, Deb Henry, Deanna Michael, Steve Lang (via phone), Ella Schmidt, Mark Pezzo

Regrets: none

II. Recognition of Guests

V. Administrative Reports and discussions – RC Sophia Wisniewska and RVCAA Han Reichgelt

Han Reichgelt – News & announcements

- Kate Tiedemann will attend the next Foundation Board meeting. Han mentioned a recent \$25,000 scholarship donation from a Pinellas County Administrator and two USFSP faculty have also made donations.
- Formation of a T&P revision committee is progressing.
- The facilities master plan is due by end of year which necessitates the development of the academic plan prior to that. Four one-hour town hall meetings have been scheduled and faculty have been encouraged to attend at least one of these. Han hopes that the information and ideas discovered through these meetings will provide direction and clarity to what we should be doing.
- Deanna asked about the unencumbered \$27,000 in the budget and where the money would be found to address any necessary improvements identified by strategic planning. Han hopes that additional financial support will come from performance-based funding. Money was also set aside to help implement the strategic plan, particularly infrastructure. As an example, he described plans for Harbor Hall modifications, including offices, classrooms, additional space to expand Poynter Library Special Collections, a community room, small auditorium, and storage.
- The design for the new KTCOB building includes large classroom space (150-175).
- Mark Pezzo asked about the process to evaluate the success of USFSP academic programs. Han shared that an analysis of programs will involve several factors including financial but stressed that financial success would not be the only factor.
- The administration is working on securing some separation from the Tampa campus in Degree Works (Banner). Right now, if Tampa makes any change, e.g. in course prerequisites, it can negatively affect all campuses. Enrollment in courses can be hindered as well as the work of advisors and faculty. Han stated that a revision of Banner (and Degree Works), hopefully within a year's time, would reduce the current level of frustration.
- There was discussion about what constitutes a "policy" versus a "guideline" with respect to the authority of the USFSP campus and the USF System. A question was raised as to whether a guideline provides enough authority to act and how these documents relate to protections offered by the union groups. This discussion came about because of a document prepared on this campus that outlines acceptable behavior, *Respectful Workplace*. A policy or guideline may eventually be adopted by System but for now, in order to meet a need, this document, supported by the USFSP Deans, should be reviewed by both the Faculty Senate and other staff (A&P, USPS) groups. Deanna plans to meet with CAS Susan Toler to discuss this. Han plans to follow up with General Counsel for more clarification.

Actions: Deanna would like to table further discussion until we have more information.

Sophia Wisniewska – News & announcements

- KTCOB building on track according to meetings with architects, etc. with an anticipated opening in the fall, 2016. \$12.3 million is still needed.
 - On February 26, the USF Foundation Board meets on USFSP campus. Gary Mormino has been invited to address the topic, Faculty Excellence. Gary's experience and accomplishments make him a perfect selection. A current USFSP student majoring in business has also been invited.
 - Chief David Hendry is staying on top of the "Guns on Campus" legislation. For questions and information, David is go-to person.
 - The Governor has said that there will be no tuition or fee increases. USF is considering increases in athletic and A&S fees, and a decrease in the wellness fee. A decrease in wellness fees may contradict the expressed interests of USFSP students.
 - The Pinellas County administrators group may be able to provide opportunities for student internships. The administration will be follow-up with this group.
 - Sophia asked for Deanna's help in developing a letter to describe a possible research award supported by the Women's Leadership Forum. The award would go to a USFSP researcher but guidelines are needed.
 - The Council for Regional Campuses for USF system is working on an update of the strategic plan for USF System. A small group is currently looking at it but anyone is welcome to participate and attend.
- III. Approval of Agenda – Dan added the outstanding student award; Deanna added a Gen Ed item. Agenda was then approved.
- IV. Approval of Minutes from January meeting – Ella moved to approve, Dan 2nd, all approved.

[Administrative Reports given earlier in meeting]

VI. Action Items:

- A. Membership on the Campus T & P review committee – Deanna clarified that this committee is not completely independent of Senate but senators are not de facto members. During the week of 2/11-17, the administration will review the 26 nominations received and select 11 members. All members will be faculty with Han as a non-voting member. A Canvas faculty board will be available where information can be tracked. Deanna has been comparing the changes in language between the 1998 guidelines and the 2014 Tampa guidelines. She described the new language as being much clearer and stronger with regard to tenure and promotion criteria, especially where non-traditional disciplines, such as graphic design or dance, are concerned. The USFSP Procedural Guidelines will also require revision and hopefully can be included in one document. The committee will have approximately 5 weeks to craft the guidelines and present a draft by April Senate meeting.
- B. Administrator Review at USFSP – The survey instrument should be finalized before spring break and ready to go out for approval. Survey Monkey will be used again this year. A draft of new explanatory letter will go out for comments. Deanna and Dan will handle the processing of the surveys and summaries.
- C. Future guests –Dean Carol Hixson will join the Senate at the March 13th meeting. Deanna has already given Carol some questions that were raised at the last meeting. If Senators have any more questions, please get them to Deanna.

Action: Senators should send additional questions for Dean Carol Hixson to Deanna.

VII. Old Business:

- A. Senate Distance Learning Committee – The search for a new director of DL failed. A consultant is being brought in to help explore reshaping and revising the program. The composition of the new committee should include two members, if possible, from each academic council. Senators should ask their colleagues to consider appointments to the committee. The anticipated start up would be fall 2015 semester.

- B. Resolution to strategic infrastructure group – Deanna delivered the motion to Chitra Iyer, team leader. She has not received a response as of this meeting time.
- C. January 15th Campus Board meeting presentation – Deanna Michael shared the content of her presentation.
- D. Strategic Planning, Faculty Excellence progress – Academic councils have finished meeting with Hemant Merchant, the leader of the group. All reports except CAS have been collected. Mark suggested that more data should be collected, perhaps through survey. Large meetings are not always conducive to everyone feeling free to express themselves.

Action: Deanna will deliver a resolution requesting that some kind of survey be conducted that allows for more input on strategic planning goals via a confidential mechanism.

- E. Outstanding Student Award - Dan discovered that the guidelines are set by the USF Alumni Association and a revision is not feasible. He suggested that the Senate may use a rubric and see how it goes.

VIII. Tabled Items: NA

IX. New Business:

- A. Faculty Conduct Policy (from the Dean's Council Meeting) – see discussion above in administrative reports.
Guideline does mention that the Deans have a responsibility to act if a problem comes to them. There was a suggestion to remove of the last paragraph of the draft.
- B. March Faculty Senate Meeting – Dean Carol Hixson, Library will attend to discuss DL.
- C. Academic Affairs Strategic Planning White Paper – see above
- D. Curriculum development – see discussion of program evaluation above
- E. General Education Committee – Deanna reported that the Gen Ed committee would like a new charge.

X. Reports: **Tabled**

- A. System Faculty Council – Deanna Michael and Steve Lang
- B. UFF – Steve Lang

Future Meetings:

Dates for Meetings -

- March 13, 2015 1:30 PM Bayboro 220
- April 3, 2015 1:30 PM Bayboro 220
- May 1, 2015 1:30 PM Bayboro 220

Adjourned: 3:28 pm

Summary:

Actions:

- Deanna will deliver a resolution requesting that some kind of survey be conducted that allows for more input on strategic planning goals via a confidential mechanism.
- Senators should send additional questions for Dean Carol Hixson (March meeting) to Deanna.

Tabled:

- Deanna would like to table further discussion on the conduct guideline until we have more

information.

- System Faculty Council report
- UFF report

Respectfully submitted:

Deborah Henry