

2010

## AY 2009/2010 SEC meeting minutes: 09 Oct 07

Faculty Senate

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## **FACULTY SENATE EXECUTIVE COMMITTEE MEETING**

Minutes  
October 7, 2009

- Present: Rosalie Baum, Michael Barber, Ellis Blanton, Laurence Branch, Kenneth Cissna, Emanuel Donchin, Grandon Gill, Michael LeVan, Steve Permuth, Arthur Shapiro, Paul Terry
- Guests: Dave Armitage, Bob Batchelor, Chris Ferekides, Tapas Das, Tom Mason, Monica Metz-Wiseman, Huntington Potter, Dwayne Smith, Graham Tobin, Anete Vasquez, Linda Whiteford, Ralph Wilcox

Faculty Senate President Branch called the meeting to order at 3:00 p.m. The Minutes from the meeting of September 9, 2009 were approved as presented.

### **REPORTS BY OFFICERS AND COUNCIL CHAIRS**

a. Honors and Awards Council Honorary Degree Recommendations – Bob Batchelor

As Chair of the Honors and Awards Council (HAC), Dr. Batchelor attended today's meeting to present the council's recommendations of two honorary degree candidates: Samuel P. Bell, III, for a Doctor of Public Health and R. Gil Kerlikowske for a Doctor of Humane Letters. Supporting documentation for both candidates was provided to the Senate Executive Committee (SEC) prior to today's meeting. Each nomination was considered separately. President Branch indicated that he had received a request from College of Public Health Dean Donna Petersen that Mr. Bell's nomination is to be kept confidential. A motion was made and seconded to accept the recommendation from the HAC to award the Doctor of Public Health to Samuel P. Bell, III. The motion was unanimously passed. A motion was made and seconded to accept the recommendation from the HAC to award the Doctor of Humane Letters to R. Gil Kerlikowske. The motion was unanimously passed. Both nominations will be presented to the full Senate at its October 21 meeting for review and consideration.

b. Motion from Undergraduate Council: SafeAssign Notice – Michael LeVan

The motion from the Undergraduate Council (UGC) stated that it recommends the university-wide uniform notice on SafeAssign entries on Blackboard be rewritten and reformatted. UGC Chair LeVan explained that by doing this more information would be made available on Blackboard to let undergraduate students know how to protect their privacy. A motion was made and seconded to accept the recommendation from the Undergraduate Council. The floor was opened for discussion. Vice President Permuth expressed concern over the issue of privacy. If the Office of the General Counsel

approves the issue, then he does not see a problem. The motion on the floor was amended to state that the SEC supports the motion from the Undergraduate Council with the assurance of legal review. The motion was unanimously passed. UGC Chair LeVan was asked to provide feedback to the SEC from the Office of the General Counsel regarding any privacy concerns with this recommendation.

## OLD BUSINESS

### a. Review of Proposed Articles I and II of Constitution – Paul Terry

As the new chair of the Bylaws Committee, Committee on Faculty Issues (CFI) Chair Terry led the discussion on the proposed changes to Articles I & II of the Constitution. Prior to today's meeting, President Branch circulated to the SEC his recommended changes for comments. His recommendations are listed below. The changes were discussed. Separate votes were taken on each recommendation as follows:

Third paragraph of Article 1, A: Recommendation was to return to the wording that the full Faculty Senate approved and sent to President Genshaft for approval in the spring of 2008 (to which she responded that she would rather wait until the whole revised Constitution was given to her). There is no need for a sentence about percent of effort; as the "percent of effort" statement is easily manipulated. That wording was:

Faculty members who hold administrative appointments beyond ~~wherein the majority of their assigned duties extend~~ the department level, such as president, provost, senior vice president, executive vice president, associate vice president, assistant vice president, vice provost, dean, associate dean, or similar other positions and titles, and persons acting in the above capacities are not counted as members of the general faculty for the duration of their administrative appointments.

Action: A motion was made and seconded to accept this recommendation. The motion passed.

Third paragraph of Article 1.A: Reinstate the sentence "*Department chairs are members of the general faculty*" as the last sentence in the article. It was originally included to provide clarity that Chairs are welcome to be Faculty Senators.

Action: A motion was made and seconded to accept this change. The question was raised as to how directors fit into this scenario. A friendly amendment was made to add "chairs and directors of academic departments or units." The motion, along with the friendly amendment, was passed.

Article II, A, I: Due to the difficulty in electing 60 and maintaining a quorum with those 60, it was recommended that the following sentence be added to the first paragraph of that article:

The Faculty Senate shall be composed of ~~one hundred~~ sixty elected members apportioned among and representing the academic units of the University of South Florida, and such ex officio members as described in the *Bylaws*. The Faculty Senate, by a two-thirds vote, ~~of its voting members~~, may increase the number of Senators up to 100 at any time.

Action: A motion was made and seconded to accept this addition. There was a call to question. Final voting was done with a show of hands. There were 4 nays, 2 abstentions, and 5 yes. The motion passed.

Article II, C, 3: In order for the Faculty Senate to retain the responsibility of conducting elections, the following revision was recommended:

~~The Secretary of the Faculty Senate, with the approval of the Senate Executive Committee, may delegate conducting the elections to the units to vote for their representatives. In those circumstances, each unit shall conduct its own~~

Action: A motion was made and seconded to accept this change. CFI Chair Terry explained that the proposed change made by the Bylaws Committee under the chair ship of former Senator Michael Barnett was to allow each college or unit to decide on their own system of allocation with the caveat that all faculty have an opportunity to vote. It was decided that CFI Chair Terry and President Branch will work on a friendly amendment for this recommendation. The motion passed.

b. Discussion of Proposed School of Global Sustainability – Linda Whiteford

The most recent version of the proposed SGS was distributed to SEC members before today's meeting. It reflects all of the different kinds of suggestions received by Dr. Whiteford. She pointed out that the substantive of the MOU and the guidelines have not changed. Dr. Whiteford indicated that the graduate curriculum will be considered by the Graduate School. Provost Wilcox clarified that the school will be resourced by a budget of approximately \$500,000 to be managed by the director and faculty affiliated with the school. President Branch asked that on the next version of the proposal Dr. Whiteford put the budget information back into the document and include all tracked changes. SEC members were asked to submit their written comments to Vice President Permut who is coordinating all responses to the proposal.

c. Affordable Textbook Resolution from Student Government – Christopher Biemer

There was no Student Government representative at today's meeting; therefore, this issue was not discussed. However, Associate Provost Tapas Das distributed "An Update on the Textbook Affordability Committee" as an information item.

## NEW BUSINESS

### a. Changes to F&A Rebates – Karen Holbrook

Vice President Holbrook attended today's meeting to discuss F&A (Facilities and Administration) rebates and how they are being used. To aid in the discussion, she distributed copies of the 2008-2009 and 2009-2010 Budget Report Summaries for USF Research Administration. When Dr. Holbrook started at USF approximately 2 years ago, the budget was millions of dollars in arrears. Working with her staff, a budget has since then been put together that is reasonable, accurate, transparent and easy to understand. She explained that in the State of Florida all F&A is to be used to pay for sponsored research. Money left over goes back to the departments. This money also accumulates interest. In addition, the Research Advisory Board decided that there will always be a floor of 5 millions dollars in RIA return to colleges. When asked if the systems library can be supported by F&A, Dr. Holbrook pointed out that it would reduce what is available to spend on faculty research. In addition, in response to the suggestion of having a line item on the budget showing a return to principle investigators, Dr. Holbrook replied that they should lobby their deans.

Vice President Holbrook will also report on the F&A rebates at the October 21<sup>st</sup> Faculty Senate meeting.

### b. Synthesis of USF 2008 Task Forces – Graham Tobin

Associate Vice President Tobin reported that the chairs of the Academic Affair Task forces have generated reports which include recommendations on how this institution can be more in line with the strategic plan, moved toward AAUP status, and student success. The participation was broad across this campus, as well as other campuses, involving large numbers of faculty, administrators, and students. To move this forward, a composite of task force chairs has been formed in an attempt to determine where these recommendations overlap and bring them to fruition or at least for discussion. The proposal is to have a series of meetings, such as town hall or assembly, to have a dialogue where each task force presents some of its recommendations and ideas for discussion before they are moved to promulgation and policy.

Since the Faculty Senate was part of the individual task forces, Dr. Tobin asked if it would like to be involved in this next stage by sponsoring these meetings as a means to encourage participation and discussion. There will be a report from the composite task force in the near future which will be part of that discussion. All task force reports are on the web site for the Provost's Office. The motion was made and seconded that the Faculty Senate participate in the next step of this promulgation process. The motion was unanimously passed.

## **REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT LARRY BRANCH**

President Branch announced that he forwarded to the SEC a message from Senior Vice Provost Dwayne Smith containing drafts of proposed guidelines for the development of career ladders for (1) instructors with teaching responsibilities, and (2) those whose duties do not include teaching but hold the position of instructor. Input and comments should be forwarded to Dr. Smith.

At an invitation from President Judy Genshaft, President Branch participated in a meeting on the continuing evolution of the USF System. President Branch will request, as coordinator of system issues, that Vice President Permut be invited to future meetings.

## **REPORT FROM PROVOST RALPH WILCOX**

Provost Wilcox reported on the following items:

### **Investments:**

- Five million dollars (3 million dollars from Academic Affairs, 2 million dollars from USF Health) will be invested in minor renovations on this campus to upgrade instructional facilities, faculty offices, research spaces.
- Approximately seventy full-time faculty positions at USF will be advertised next week in the *Chronicle of Higher Education*. Appointments are on the Tampa campus for the coming year.
- The Office of Research and Innovation will be contributing 500,000 recurring dollars for investment in graduate education. Academic Affairs will be adding 1.5 million dollars for a total a 2 million dollar investment in enhanced graduate student fellowships, in terms of both dollar amount and number. No contributions from USF Health are forthcoming at this time.

### **Initiatives:**

- Consideration by the Faculty Senate of inviting Assistant Vice President for Institutional Effectiveness Stephen RiCharde to provide an update on SACS regional accreditation to the Senators.
- An initiation of a Student Success Task Force will be going out to President Branch requesting nominations for faculty to serve.
- Senior Vice Provost Smith will be facilitating the development of criteria and process for the career path of instructors. Dr. Kofi Glover will be focusing on the bargaining aspect negotiating the terms of investment in that program.

The Provost commented on the events earlier in the week, starting with the major power outage on campus on Sunday, October 4. At this time, the cause of the outage was still undetermined by TECO. It had a significant impact on systems.

In response to the October 5 lockdown on the Tampa campus, Senior Vice Provost Smith will be working with the Faculty Senate on a set of guidelines and procedures to help faculty and students by providing some direction on how to better communicate in response to an emergency on campus. All departments will be included as well.

There being no further business, the meeting was adjourned at 5:45 p.m.

**ADDENDUM**  
**Outstanding Items**  
**Senate Executive Committee Meeting**  
**October, 2009**

1. Committee on Faculty Issues, along with CEPI Chair Donchin, to re-examine Emeritus policy (09/03/08 SEC meeting).
2. Formal procedures for creating a logo – Michael Barber (09/03/08 SEC meeting).
3. E-mail to be forwarded to SEC from President Branch regarding student evaluations of faculty available on-line (09/03/08 SEC meeting) – Ann Pipkins
4. Role of adjuncts at a research university to be pursued by CEPI (10/01/08 SEC meeting).
5. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC meeting).
6. Future discussion of the structure and ownership of the committees that report to the Faculty Senate – Michael Barnett (01/07/09 SEC meeting). Issue on hold while new Constitution is being developed.
7. Report from Provost Wilcox on regional campus accountability (02/04/09 SEC meeting).
8. Selection of members for Resolution Implementation Committee – Steve Permuth (04/08/09 SEC meeting).
9. Discussion of recent revisions to Bylaws and Constitution – Michael Barnett (06/03/09 SEC meeting; 07/01/09 SEC meeting; 09/09/09 SEC meeting; 10/07/09 SEC meeting)
10. Request of Provost Office for credentials of faculty teaching summer school – Steve Permuth (06/03/09 SEC meeting).
11. Request of Provost Office for quantification of summer school class sizes – Steve Permuth (06/03/09 SEC meeting).
12. Feedback from Graduate and Undergraduate Councils on mechanism for dialogue between faculty, students and administration on changing the type of course offerings available – James Strange and Michael Le Van (06/03/09 SEC meeting).
13. Feedback on approval for existing courses that are changed into on-line courses – James Strange and Michael Le Van (06/03/09 SEC meeting).
14. Change in policy review process – invite either a member of Office of the General Counsel or Vice President Kathleen Moore to a meeting (06/03/09 SEC meeting).



15. Status of funding for Publications Council – Ralph Wilcox (07/01/09 SEC Meeting)
16. Discussion of USF System Governance Document (07/01/09 SEC Meeting)
17. Decision regarding display case (07/01/09 SEC Meeting)
18. Presentations from faculty task force co-chairs to be done at Faculty Senate meeting (07/01/09 SEC Meeting)
19. Presentation of proposed MA degree in Global Sustainability – Linda Whiteford (09/09/09 SEC Meeting; 10/07/09 SEC meeting)
20. Feedback from Office of General Counsel on issue of privacy and SafeAssign – Michael LeVan (10/07/09 SEC meeting)
21. Friendly amendment from Paul Terry and Larry Branch on college election process, Article II C, 3, of Constitution (10/07/09 SEC meeting)
22. Request to President Genshaft that Steve Permut be added as a member of group discussing the USF System – Larry Branch (10/07/09 SEC meeting)
23. Nominations for Student Success Task Force – Larry Branch (10/07/09 SEC meeting)
24. Faculty Senate input on guidelines and procedures on improving campus emergency response communication (10/07/09 SEC meeting)

### **Completed Items**

1. Draft of career ladder for instructors to be circulated – Kofi Glover (07/01/09 SEC Meeting; 10/07/09 SEC Meeting)
2. Stephen RiCharde will attend November Faculty Senate meeting to provide update on SACS regional accreditation (10/07/09 SEC meeting)