

2010

AY 2009/2010 SEC meeting minutes: 09 Nov 04

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FACULTY SENATE EXECUTIVE COMMITTEE MEETING MINUTES

November 4, 2009

Present: Rosalie Baum, Ellis Blanton, Laurence Branch, Kenneth Cissna, Emanuel Donchin, Grandon Gill, Steve Permuth, Arthur Shapiro, Paul Terry

Guests: Dave Armitage, Chad Brown (*The Oracle*), Tapas Das, Richard Pollenz, Dwayne Smith, Graham Tobin, Christian Wells, Linda Whiteford, Ralph Wilcox, Deborah Williams (on behalf of the Graduate Council)

Present Laurence Branch called the meeting to order at 3:05 p.m. The Minutes from the meeting of October 7, 2009, were approved as presented.

REPORTS FROM OFFICERS AND COUNCIL CHAIRS

There were no reports from either the officers or council chairs.

OLD BUSINESS

- a. Review of Proposed Articles I and II of Bylaws; Articles III – VII of Constitution
Paul Terry

The following two suggestions for *Bylaws* revisions from President Branch were circulated to the Senate Executive Committee (SEC) prior to today's meeting. Each suggestion was separately discussed.

Add to the third sentence of Article I.C. Elections for officers of the Faculty Senate shall be held in the Spring semester of each year under the supervision of the Secretary of the Faculty Senate.

Action: This addition was accepted as a point of clarification as part of the duties of the Secretary; therefore, no vote was taken.

Revise Article I.C. 1. President e. to read: serve as chair and voting member of the Advisory Council of Faculty Senates; USF System Interinstitutional Faculty Council or its derivative entity;
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Action: A motion was made and seconded to accept this revision. Discussion was held. The question was raised whether or not the IFC was going to have the liberty of electing their chairs among themselves instead of the charge from the university president designating the chair. Provost Wilcox commented that the IFC should eventually decide on who chairs that council and make a recommendation to the president. Dr. Branch realized that he was

in error in his recommendation and amended his proposal to leave Article I.C.1. President e. as is with the anticipation that there will be further clarification within the next month on how to proceed.

The following suggested revisions to the *Constitution* were considered by the SEC:

Article III.:

paragraph 7, line 8: The ACE Workgroup, by majority vote, may sustain the University President's decision to veto the resolution, pend for up to ~~60~~-90 calendar days for further study/clarification/negotiation, or forward the resolution to the Board of Trustees as a consent recommendation of the ACE Workgroup.

paragraph 8, line 4: Within ~~60~~-90 calendar days of the ACE Workgroup's decision to pend the resolution, the ACE Workgroup, by majority vote, shall sustain the University President's veto or forward the resolution, as it then stands, to the Board of Trustees as a consent recommendation of the ACE Workgroup.

Action: A motion was made and seconded to accept these revisions. The motion unanimously passed.

Article IV. C.: Add the word "wide" to University Committees and Councils to read as follows: University-Wide Committees and Councils There shall be standing University-Wide Committees and Councils that deal with University matters outside the jurisdiction of the Faculty Senate but that have faculty membership. University-Wide Committee faculty membership selection and governance by the Faculty Senate shall be in accordance with the *Bylaws*.

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

Committee on Committees Chair Blanton pointed out that if the proposed *Bylaws* are passed as they are currently written, it will reduce the number of counsels under the jurisdiction of the Faculty Senate to 10, down from 13. He added that serious consideration should be given to the recommendation of combining some of these councils, as well as deleting a couple of the committees.

Article VI. A., last sentence to read: Proposed amendments shall be reviewed by the Constitution and Bylaws Committee, ~~consulted and reviewed by the University President, reviewed by the legal counsel of the University as not inconsistent with any Florida statute.~~

Article VI. B. revised to read: All amendments to this *Constitution* must be approved by the affirmative vote of two-thirds of the members of the Faculty Senate present and voting at a meeting with a quorum ~~and must be ratified by a majority of the general faculty voting.~~

Action: Dr. Branch made the motion that the SEC vote to approve these revisions in concept with the final wording to be presented at the December meeting. The motion was seconded and unanimously passed.

CEPI Chair Donchin will forward to the SEC the council's comments on how Faculty Senate council members are appointed and who they give counsel to. He was asked to submit the recommendations as tracked changes in the document to the SEC before the December 2 meeting.

Secretary Terry summarized the discussion by stating that at the December SEC meeting, Sections III through VIII of the *Bylaws* will be discussed. There will be one follow-up review, with the final draft to be voted upon and ratified by the full Senate at its January meeting.

b. Presentation of Revised Proposal for School of Global Sustainability – Steve Permuth and Linda Whiteford

Vice President Permuth gave the following context of the topic. This is the first formal presentation for the application of the Memorandum of Understanding (MOU) developed by the Provost and the Faculty Senate regarding the issues of major academic restructuring within the university. In this instance, the concept is the School of Global Sustainability (SGS). One of his responsibilities is to chair the subcommittee that deals with the assurance that the proposal itself comports to, and agrees with, the two subheadings of the MOU. One being it agrees with the guidelines, the substance of what must occur; and, second, that it agrees with the implementation stages.

A number of communications have occurred as follows: (1) There was information with the original draft to the SEC, responses to that. (2) A draft to the Senate, with responses to that. (3) A draft to the SEC, responses to that. (4) A draft to the Senate, responses to that. In his view, this is likely to be the final review of the document. He asked that within one week that all SEC members respond to him, in writing, if there are any issues remaining with the document.

Vice President Permuth commented that the current version of the proposal was much superior to the first one that was distributed. The administration has done a good job in responding to the questions and issues raised. Substantively, he has not had one call or e-mail opposing the project, but rather people asking if it can be fine tuned. There has been a good sense of closure of what the final document should be in that the support for the document is strong, and the kinds of comments received from faculty regarding the school itself have been very affirmative. At this time, the floor was turned over to Dr. Whiteford.

Dr. Whiteford reiterated the comments made by Vice President Permuth that the process has been good. The proposal has evolved, and she is very pleased to have these on-going discussions. Two documents were distributed: the e-mail containing concerns with the changes summarized that were inserted in the document, and the proposal with tracked

changes since the last time the group discussed the document. In addition, there was a new, revised organizational chart and attached to the document was the proposal for the M.A. program in Global Sustainability.

There were four primary issues expressed by members of the Senate which had been responded to: (1) the availability of a structured budget, (2) affirmation of involvement of academic entities and a summary of their units' responses, (3) articulation with the Graduate School and the e-campus and internet, and (4) organizational chart. Dr. Whiteford pointed out where, within the proposal, these four issues were addressed and how.

At this time, Vice President Permuth asked that, without going into detail, have the questions that were asked been answered. Otherwise, does this make the proposal a better one and have those issues been addressed rather than going point at a time.

Dr. Whiteford clarified that one of the reasons to look outside of USF, although not exclusively, for a director is to have someone come in and bring with him, or her, a known reputation for work in sustainability. They want someone who is a respected scholar, and who has the ability to bring in grants. They are looking for someone with a lot of experience, history, and reputation who will help USF establish this school as a separate entity. Provost Wilcox added that the position of Director of the SGS is posted on the website for the *Chronicle of Higher Education*.

Provost Wilcox clarified President Branch's question on the purpose of the \$10,000 special program fee that each student will be expected to pay in addition to tuition. These are fees that will not only offset global engagement activities, but will also offset expenses incurred with delivering the upfront residency. There will be no additional charges incurred.

The target audience is mid-career professionals in either government or non-government positions where they will be provided with information on how to integrate and have a ballistic view of some of the issues about sustainability. They then will know the policy, at a substantive level, where to go next, who to hire, and how to put together a team which would have the most technical skills. Recruitment cannot occur until the school and the M.A. program have been approved.

President Branch commented that this is the first time that a serious change in academic structure has been proposed on behalf of the administration, and that an excellent job has been done of good faith effort in engaging the Faculty Senate both consultatively and collaboratively. He reminded everyone that it will probably change once it has been implemented, that it is an evolving process.

President Branch summarized that the proposal will now go to the full Senate at its November meeting for a vote. He will introduce it as the SEC having had extensive opportunity to look and discuss at the proposal, and comes with SEC endorsement.

NEW BUSINESS

a. Request for Confirmation of Late Emeritus Status – Larry Branch

Senior Vice Provost Dwayne Smith received a request from the College of Business that the final semester university level requirement for the granting of Emeritus status be waived for Dr. Thomas E. Johnson. Dr. Johnson retired from USF in 2000, but has now requested granted Emeritus status. Due to the nature of the substantial time since Dr. Johnson's retirement, Dr. Smith requested guidance from the SEC on how to proceed with the request.

The motion was made and seconded to approve Dr. Johnson's request. The motion was discussed. COC Chair Blanton added that he served with Dr. Johnson for fifteen years during which he contributed extensively to a newly formed department, as well as participated in an incredible number of things having to do with the programs. From Dr. Blanton's perspective from the fifteen years that he knew him, Dr. Johnson contributed greatly to the College of Business. He has been back to USF several times over the last few years and is still engaged in university work. There was a call to question. The motion was unanimously passed. Dr. Smith will inform Dr. Johnson's department chair of the SEC's decision.

b. Memorandum of Understanding – Larry Branch

President Branch reminded the Provost that the current MOU is soon to come to an end. It was respectfully requested that it be extended. The Provost will put it on his agenda. However, it was pointed out that it expires June 30, 2010.

REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT LARRY BRANCH

President Branch had nothing further to add to today's meeting.

REPORT FROM EXECUTIVE VICE PRESIDENT AND PROVOST RALPH WILCOX

Due to the late hour, Provost Wilcox asked for a continuance of his time at the next SEC meeting to which President Branch agreed. At today's meeting, he reported on the following items:

- The College of Marine Science faculty agreed to move forward on conducting a global search for a permanent dean of their college. Dr. Eric Eisenberg will chair the search committee. Letters of invitation to serve on the committee will be sent out soon.
- In order to enhance doctoral education in the Colleges of Engineering, Arts and Sciences and Marine Science, a graduate investment plan has been implemented with \$500,000 allocated by the Office of Research and Innovation as part of their F&A distribution. In addition, 1.5 million dollars of recurring funds from Academic Affairs have been allocated, bringing the total investment to 2.5 million dollars.

Vice President Permuth asked if at the next SEC meeting the Provost would report on the areas in which USF is excelling and lagging with regards to doctoral degree productivity and competing for students.

- Recommendations from the five task forces have been consolidated and Town Hall meetings have been scheduled for November 5, November 18, and November 19. The purpose of the meetings is to explore the action items from the task forces. The idea is to look at the report of the Composite Task Force, to have discussions on some of those items, and to move them forward to affect these areas. Vice President Graham Tobin commented that there is a section on administration and shared governance in the Composite Task Force report, and that any structural changes would involve the Faculty Senate. The formative process will begin after the first of the year. There will be ample and appropriate consultation with the Faculty Senate as the items move forward. Discussions will take place before promulgation.

A draft document called “Definition of Faculty” was distributed. Provost Wilcox explained that USF has no clear statement of what constitutes a member of the faculty, and this is a first effort of shaping some of the parameters to define what a faculty member is. He commented that this is the type of substantive issue that the Faculty Senate should be wrapping its hands around. This draft is intended to be a starting point for discussion. Senator-at-Large Rosalie Baum requested that the draft be forward to the SEC by e-mail. Secretary Terry made the motion that this draft document be vetted by the Committee on Faculty Issues to review, provide and return input with comments and feedback. The motion was seconded and unanimously passed.

OTHER

- a. Governance Policy for the USF System – Larry Branch
President Branch distributed copies of the current Governance Policy for the USF System document. The document was briefly discussed. Provost Wilcox commented that Associate Vice President Kathleen Moore would be an appropriate contact for a presentation on the maturing of the USF System. Secretary Terry suggested that the document be sent to the chairs of the Inter-Institutional Faculty Councils for input, thereby allowing each campus to provide feedback. President Branch will distribute the document to the SEC via e-mail for round-robin edits.
- b. Departure of Regional Campus Faculty – Ralph Wilcox
Provost Wilcox recommended that the SEC consider to what extent the Faculty Senate will act upon the departure of Sarasota/Manatee and Polytechnic faculty from under the umbrella of the Tampa campus. Senator David Armitage suggested that these people could continue to attend meetings as a guest in a non-voting capacity. No further discussion was held.

There being no further business, the meeting was adjourned at 5:30 p.m.

ADDENDUM
Outstanding Items
Senate Executive Committee Meeting
November, 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. Role of adjuncts at a research university to be pursued by CEPI (10/01/08 SEC Meeting).
4. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC Meeting).
5. 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.
6. Report from Provost Wilcox on regional campus accountability (02/04/09 SEC Meeting).
7. Selection of members for Resolution Implementation Committee – Steve Permuth (04/08/09 SEC Meeting).
8. 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; 11/04/09 SEC Meeting)
9. Request of Provost Office for credentials of faculty teaching summer school – Steve Permuth (06/03/09 SEC Meeting).
10. Request of Provost Office for quantification of summer school class sizes – Steve Permuth (06/03/09 SEC Meeting).
11. 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).
12. Feedback on approval for existing courses that are changed into on-line courses – James Strange and Michael Le Van (06/03/09 SEC Meeting).
13. 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).
14. Status of funding for Publications Council – Ralph Wilcox (07/01/09 SEC Meeting)

15. Discussion of USF System Governance Document (07/01/09 SEC Meeting; 11/04/09 SEC Meeting; to be distributed to SEC by Larry Branch for edits)
16. Decision regarding display case (07/01/09 SEC Meeting)
17. Feedback from Office of General Counsel on issue of privacy and SafeAssign – Michael LeVan (10/07/09 SEC Meeting)
18. 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)
19. Final wording for Constitution, Article VI. A and B on proposal and ratification of amendments to the Constitution (11/04/09 SEC meeting)
20. Discussion of Articles III-VIII of Bylaws (12/02/09 SEC Meeting)
21. Request for Provost to report on the areas in which USF is excelling/lagging with regards to doctoral degree productivity and competing for students (11/04/09 SEC Meeting).
22. Feedback from CFI on draft definition of faculty statement – Paul Terry (11/04/09 SEC Meeting)

Completed Items

1. Friendly amendment from Paul Terry and Larry Branch on college election process, Article II C, 3, of Constitution (10/07/09 SEC Meeting; 11/04/09 SEC Meeting)
2. Nominations for Student Success Task Force – Larry Branch (10/07/09 SEC meeting)
3. Faculty Senate input on guidelines and procedures on improving campus emergency response communication (10/07/09 SEC meeting)
4. Presentations from faculty task force co-chairs to be done at Faculty Senate meeting (07/01/09 SEC Meeting; canceled due to Town Hall Meetings held in November, 2009)
5. Presentation of proposed MA degree in Global Sustainability – Linda Whiteford (09/09/09 SEC Meeting; 10/07/09 SEC Meeting; 11/04/09 SEC Meeting)
6. Proposal for SGS presented to Faculty Senate for vote (11/18/09 FS Meeting)