

2010

AY 2009/2010 SEC meeting minutes: 10 Feb 10

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**FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES**

February 10, 2010

The meeting was called to order at 3:00 p.m. The Minutes from the meeting of January 13, 2010, were approved as presented.

REPORTS FROM OFFICERS AND COUNCIL CHAIRS

a. Award Recommendations from Honors and Awards Council – Sang-Hie Lee

Honors and Awards Council (HAC) Chair Lee presented the following nominees for the respective awards which are under the auspices of the Faculty Senate: Professor Dmitry Khavinson, Askounes-Ashford Distinguished Scholar Award; Professor Robert McCormick, Jerome Krivanek Distinguished Teacher Award; and Professor Bill Kinder, Distinguished Service Award. The recommendations came from the HAC with a motion to approve. The motion was seconded and unanimously passed. HAC Chair Lee will present these recommendations to the Faculty Senate at its February meeting.

b. Review of Proposed Revisions to Askounes-Ashford Distinguished Service Award – Sang-Hie Lee

The HAC proposed to add a fourth clause to the guidelines under 3.b. Evidence of significance to the field. The clause was (4) documentation of impact factors to the global scholarship to clarify the impact of a candidate's scholarly work. The proposed addition came from the HAC with a motion to approve. The motion was seconded and discussed. The question was raised as to whether or not faculty from certain colleges would be penalized if they were requested to provide an impact factor. CTIR Chair Gill commented that there were huge variations across disciplines regarding impact factors and suggested the wording be "impact factors" or "other appropriate impact." This suggestion was discussed and was amended to read "documentation of impact on the global scholarship as appropriate for one's discipline." Chair Lee accepted this as a friendly amendment and added that the HAC would agree with this change. There was some discussion regarding the use of the word discipline, so it was dropped and the final wording was "impact on the global scholarship." There was a call to question. The motion unanimously passed. These revisions will be presented to the Faculty Senate at its February meeting.

OLD BUSINESS

a. Review of Proposed Articles III – VIII of Bylaws – Paul Terry

As Chair of CEPI, Professor Donchin reported that the council had reviewed the language of Article III. B. Faculty Councils. A motion came from CEPI for approval of the following wording: Membership is open to any member of the general faculty. Based

upon the recommendation of the Committee on Committees which shall consult with the Provost the Faculty Senate, by majority vote, will appoint members from amongst those recommended by the Committee on Committees. The motion was seconded. Discussion was held. COC Ellis Blanton clarified the current process that the COC solicits the nominations which are reviewed by the COC for making recommendations which go to the SEC and then to the Faculty Senate. From there, the recommendations go to the Provost for appointment. According to the proposed language from CEPI, President Branch clarified that a list of recommendations for all committees and councils from the COC would go to the Provost for consultation and would then go to the SEC before going to the Faculty Senate for final decision and appointment by the Faculty Senate President. There was a call to question. The motion was passed with one nay.

CEPI recommended the following revisions (in red) to Article III. B. Faculty Councils:
1. Council on Educational Policy and Issues (CEPI). CEPI advise the Provost or designee, as well as other members of the administration as it sees fit, on matters that influence the quality of education at the University. CEPI recommends similar changes in the paragraphs pertaining to all other Councils. The recommendation came as a motion from CEPI. The motion was seconded and opened for discussion. Provost Wilcox pointed out that the notion of advising by anyone that CEPI “sees fit” is problematic. What his office can do is facilitate a unified consideration of proposed changes in policy; likewise with popular issues, such as parking at the university. There was a call to question. The motion was withdrawn by CEPI Chair Donchin so that CEPI can have further discussion of the recommendation.

Secretary Terry made the motion to strike the last two sentences of the proposed language of the first paragraph in Article III B. Faculty Councils:

Faculty Councils shall make policy recommendations and facilitate faculty participation in shared governance within the scope of their charge. ~~To expedite their efficient functioning, Faculty Councils need not seek the approval of the Faculty Senate prior to acting within the scope of their charge. Should the Faculty Senate disagree with the intended or implemented actions of a Faculty Council, the Faculty Senate may respond through the resolution process specified in the *Bylaws*.~~

The motion to strike these two sentences was seconded and unanimously passed. A motion was made and seconded to accept the proposed first sentence. The motion unanimously passed.

The SEC reviewed the following observations and comments from Committee on Committees (COC) Chair Blanton concerning the revisions to the *Bylaws* as they affect the Faculty Senate and University-Wide Councils and Committees in Article III. Committees and Councils:

A.1. Executive Committee

Comment: “The Chair of the Committee on Committees is no longer a member of the Executive Committee.” It was agreed by the SEC that the Chair of the COC should be a member of the Executive Committee. A motion was made and seconded not to approve this proposed revision.

A.2. Committee on Committees

“The Chair shall be selected by the President of the Faculty Senate.”

Comment: The Chair is currently selected by vote of the COC members. A friendly amendment to the proposed language was to add “... with the approval of the SEC.” A motion was made, seconded, and approved to add the friendly amendment. With this action, the revised, proposed language was unanimously passed.

A.2.e. The Committee on Committees will “establish procedures to ensure reports of the Faculty Councils and University Committees and Councils are filed with the Faculty Senate in a manner and timeline in accordance with the charge of each Council and Committee; and ...” .

Comment: The COC is not involved with the reporting requirements of the University-Wide Committees. They report to the University President and other senior administrators.

Discussion was held and a friendly amendment was made to insert “the Committee on Committees will promulgate to assure the timely submission of reports of the Faculty Councils and that they be filed with the Faculty Senate in a timely manner and timeline in accordance with the charge of each Council; and ...” . A motion was made and seconded to approve the friendly amendment. A motion was made and seconded to approve the revised language. The motion unanimously passed.

Comment: This section conflicts with section Article III. B. Faculty Councils (second paragraph) below:

“Council Chairs shall file written reports with the Secretary of the Faculty Senate by no later than the second week of the Spring and Summer semesters that summarize the activities of their Councils during the Fall and Spring semesters, respectively.”

Comment: Councils currently provide annual reports to the Faculty Senate Office.

Discussion was held. President Branch commented that due to the lack of good reporting by the Faculty Councils back to the Faculty Senate, he felt he should take major responsibility for that because he has not provided any major system that provides that and the bullet reporting will be a step in that direction. He recommended keeping the bullet reporting and continuing with the annual reports. However, he proposed having

the reports go to the Secretary of the Faculty Senate rather than the Faculty Senate Office facilitating the likelihood that the shared information will be increased. There was a call to question. The motion was made and seconded to approve the following change:

“Council Chairs shall file written reports annually with the Secretary of the Faculty Senate. ~~by no later than the second week of the Spring and Summer semesters that summarize the activities of their Councils during the Fall and Spring semesters, respectively.”~~

The motion unanimously passed.

At this time, President Branch proposed that the remaining comments from COC Chair Blanton be considered at the March meeting.

NEW BUSINESS

a. Update on Craig Knight – James Strange

Professor Strange reported he had a 3-page document written by a USF administrator regarding Dr. Knight’s non-reappointment at USF Polytechnic. According to the document, it appears there are two visions of what a professor does and does not do. Professor Strange reported there is certainly subjectivity in the report, in his opinion, and there are lessons to be drawn from this and to do a better job. It was noted this was not about a tenure denial, but a non-reappointment based on a 3-year mid-tenure review. Provost Wilcox asked for background and why the Faculty Senate was taking up this particular case for prospective review given the length of time it has been since the non-reappointment. When asked by Provost Wilcox if Dr. Knight grieved the non-reappointment, Professor Strange reported he did and the UFF did not take it beyond grievance. Secretary Terry stated that precedent has already been set with the Faculty Senate taking on such cases as non-reappointment given they did appoint Professor Strange to a task force on the non-reappointment of Drs. Darlene Bruner and Bobbie Greenlee several years ago with that final report posted on the Faculty Senate webpage. Dr. Strange stated that he did believe that Dr. Knight’s situation merited further review, and he would move forward with conducting a review. President Branch asked for a follow-up report from Dr. Strange at the next SEC meeting.

REPORT AND ANNOUNCEMENTS FROM FACULTY SENATE PRESIDENT LARRY BRANCH

President Branch reported on the following items:

- Approximately one month ago, two professors from the College of Business raised the issue that the College was not appropriately using funding for the establishment of a chair in Business Ethics. The Office of Audit and Compliance issued a report that the College’s approach to dealing with monies from Exide and state matches for the establishment of a chair were appropriately spent. The two professors went to the

Attorney General and the Florida Board of Governors, who responded they could only take action if it was fraud in the use of those funds and if the local BOT did not choose to act on it. In that context, the two professors have sent a twenty-two page document to all the USF BOT. This was an information item for the SEC.

- As Faculty Senate President, Dr. Branch was asked to be a member of the System President's Alcohol Policy Advisory Committee. The committee is at late stages of recommending an alcohol policy for the USF system. President Branch has sent the policy to two Senators for input.
- Annual Assessments of the USF System President, Executive Vice President for the System and the Vice President for Health will be conducted again this year by the Faculty Senate. Faculty on all campuses will be given the opportunity to evaluate the USF System President on System presidential functions, as well as faculty on the Tampa campus would also have an opportunity to evaluate the President as President of the USF Tampa campus. The Vice President for Health is evaluated only by faculty on the USF Tampa campus. The Provost will be evaluated by everyone in his capacity as the Executive Vice President for the system. The Tampa campus will be able to assess the Provost as Provost. As done last year, it will be sent out electronically for a two-week window and shut down for a week (Spring Break). For faculty who do not want to log-on from their own system, they can go to the Faculty Senate Office to obtain a temporary log-on ID to log into the system.

REPORT FROM PROVOST RALPH WILCOX

Provost Wilcox had to leave the meeting for a 4:30 appointment; therefore, reports were given as follows:

Associate Vice President Linda Whiteford distributed copies of the invitation to the USF School of Global Sustainability Forum to be held on February 11-12, 2010 at the Marshall Student Center Oval Theater, USF Tampa. Everyone was encouraged to attend any and all functions.

Associate Vice President Graham Tobin reported on the Student-Faculty and Student-Administrator Ratios (Fall 2007). The goal is to move USF from 27 to 22 which is the same as the University of Florida. In order to do that, USF will need approximately \$28.5 million to implement, and 285 new faculty. Competition for tuition dollars is great. Also, each USF System campus will have its own IPED.

Associate Provost Tapas Das reported on "Top Gainers: Some Public Four-Year Colleges and Universities Make Big Improvements in Minority Graduation Rates," pages 1-7 and "Top Gap Closers: Some Public Four-Year Colleges and Universities Have Made Good Progress in Closing Graduation-Rate Gaps," pages 1-9, both taken from *The Education Trust*, January 2010. According to the Top Gainers article, USF is number 21 with an increase of 9.4 percent rate of underrepresented minority graduation rates among public research universities, 2002-07. USF is listed number 8 out of the top 10 in the top graduation-rate gap closers among public research institutions, 2002-07. Overall, this is an 8 percent increase for USF.

In closing, President Branch asked if there is anything that the administration wishes the Faculty Senate would exercise more leadership on that it has not. One response was a way to increase attendance at council meetings to improve feedback. President Branch countered that the spokespeople for the Provost Office take back to the Provost that the SEC reminds the Provost that he has committed himself to working to get more faculty representation on the Management Councils. This is related to the issue of increased faculty voice at some of the places where it needs to be.

There being no further business, the meeting was adjourned at 5:30 p.m. The next meeting of the SEC is March 17, 2010.

ADDENDUM
Outstanding Items
Senate Executive Committee Meeting

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. Discussion of Articles III-VIII of Bylaws (12/02/09 SEC Meeting)
20. 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).
21. Feedback from CFI on draft definition of faculty statement – Paul Terry (11/04/09 SEC Meeting)
22. Timeline from General Counsel Steve Prevaux for revision of Post-Retirement Policy #0-614 – Emanuel Donchin (12/02/09 SEC Meeting)
23. Summation of questionnaire results regarding policies on textbook royalties – Emanuel Donchin (12/02/09 SEC Meeting)
24. CEPI findings and recommendations on proposed Promotional Track for Instructors – Emanuel Donchin (12/02/09 SEC Meeting)
25. Creation of ad hoc committee to prepare a Faculty Senate response to Article 13, Layoff and Recall – Laurence Branch (12/02/09 SEC Meeting)
26. Names of 10 Senators sent to Provost Wilcox for consideration of membership on ad hoc committee on Promotion and Tenure – Laurence Branch (12/02/09 SEC Meeting)
27. Strategic Performance Update Report to Faculty Senate – Graham Tobin (12/02/09 SEC Meeting)