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AY 2010/2011 SEC meeting minutes: 11 Apr 06

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USF TAMPA
FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
April 6, 2011

Present: Elizabeth Bird, Ellis Blanton, Larry Branch, Emanuel Donchin, Dale Johnson, Sang-Hie Lee, Michael LeVan, Christine Probes, Andrew Smith, Gregory Teague, Deborah Williams

Absent : Philip Levy, Steve Permuth, Arthur Shapiro

Provost's Office: Paul Dosal, Kofi Glover, Dwayne Smith, Graham Tobin, Linda Whiteford, Ralph Wilcox

The meeting was called to order at 3:03 p.m. by President Huntington Potter.

President Potter requested that the Ad Hoc Committee on Classroom/Lecture Capture be added to the list of ad hoc committees being created by the Faculty Senate. With this amendment, the Minutes from the meeting of March 9, 2011, were approved.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Officer Nomination Results – Sang-Hie Lee

Secretary Lee announced the final slate of officers for the 2011-2012 as follows: Gregory Teague, Vice President; Sang-Hie Lee, Secretary; Arthur Shapiro, Sergeant-at-Arms; Philip Levy, Senator-at-Large. All nominees were unopposed, therefore, they will be automatically appointed. The Parliamentarian is appointed by the Faculty Senate President and will be made in the near future.

b. Report from Committee on Committees – Ellis Blanton

On behalf of the Committee on Committees (COC), Chair Blanton presented a second set of nominations approved for consideration by the Senate Executive Committee (SEC) as follows:

Nominations for Faculty Senate Standing Councils

Council on Faculty Issues
Cass Fisher (MAL)

Graduate Council
Barbara Redding (NUR)

Honors and Awards Council
Wen-Xiu Ma (CAS)

Nomination for University-Wide Council

Athletics Council
Lisa Hansen

The slate of nominees from the COC was presented to the SEC with a motion to approve. The motion unanimously passed. According to the new Bylaws, the appointment letters for the Faculty Senate councils are now to be sent from the Faculty Senate President.

c. Publications Council Charge – Ellis Blanton

Proposed revisions to the Publications Council charge were submitted to the COC from its chair, Ms. Marilyn Burke. The revisions were reviewed and approved and presented to the SEC with a motion to approve. A friendly amendment was made to include “Tampa” in the title of “USF Faculty Senate” to differentiate it from the Faculty Senates of the other USF campuses. With that amendment, the motion to approve the proposed revisions was approved.

d. Report from Graduate Council – Deborah Williams

Graduate Council Chair Williams was charged with bringing a request to the SEC on conflict and concern with the charge for the Council on Educational Policy and Issues (CEPI) in regards to its overlapping of responsibilities resulting in redundancy. The Graduate Council asked that the SEC come forward with a recommendation that the CEPI charge be reviewed in order to add some clarifying language to the current charge. One suggestion from the Graduate Council was that language would be added to the charge to read that CEPI be charged with responsibilities not already addressed by other committees or councils by virtue of their individual charge which would avoid redundancy or the duplication of effort.

Past President Larry Branch commented that it has been acknowledged over the years that CEPI’s roles and responsibilities overlap with a number of other things and there have been instances where other councils have wondered where the overlap is and why it occurs. He thinks the overlap is a good thing and is important at certain times.

At this time, President Potter read from the Bylaws the charge for CEPI: “The Council on Educational Policy and Issues advises the Provost, or designee, on matters that influence the quality of education at the University. It deals primarily with issues, policies, and procedures that affect academic quality and environment on a University-wide basis.” The SEC agreed that this overlaps with what the Faculty Senate, the SEC and others do regarding faculty concerns to reach the Provost. CEPI Chair Donchin commented that CEPI recognized from the beginning that there is overlap with other

councils, and that is why CEPI has liaisons to the Graduate and the Undergraduate Councils, as well as other groups. He felt the language proposed will be the source of a major problem because it is not clear what is overlapping and what is not. Therefore, he feels this is an unnecessary proposal.

Provost Wilcox added that Chair Williams was bringing a very reasonable question to the SEC and, that is, does it make sense to have multiple committees potentially addressing the same issues and advising the Provost in some cases independent of one another on matters relating to graduate education and issues related to graduate study at USF. There seems to be an efficiency issue in that it is a good use of multiple councils' time to be devoted to similar issues. More importantly, is the potential for ambiguity it raises. Therefore, clarity of roles and responsibilities might be helpful even if it speaks to crosscutting issues with regard to CEPI. President Potter sympathized with the Provost that receiving opposite or cross-purpose recommendations from two separate councils it would be very difficult to know what the will of the Faculty Senate is in a situation like that. In this case, there should be something like a consensus conference before a recommendation goes to the Provost.

Secretary Sang-Hie Lee suggested that while there seems to be a dual role in addressing similar issues, the system assures checks and balances.

Parliamentarian Elizabeth Bird suggested that one solution could be that all recommendations come to the Senate before going to the Provost. Vice President Gregory Teague added, as suggested by the Provost, that it should be made clear about the nature of the communication that should take place in order to make sure all of the collective wisdom is involved. Therefore, it is more of a procedural rather than a straight definitional issue. Past President Branch commented that it appears that one of the issues is communication within the spheres of defined roles and responsibilities; therefore, this is an area that needs to be improved.

Provost Wilcox added that having agendas and minutes for all Faculty Senate committees and councils provided publicly, on line, would be immensely helpful. President Potter commented that having the agendas ahead of time would be beneficial for non-members who might be interested in attending council meetings. Therefore, he proposed that all councils send to Ms. Pipkins the agenda of meetings several days before their meetings so that everyone has an opportunity to review them in advance. In addition, all approved council minutes should be posted on the Faculty Senate web site as soon as possible. Council links will also be put on the Faculty Senate web site.

Graduate Council Chair Williams will take the message back to the Council that the CEPI charge stands, and the SEC suggests that communication be improved to obviate or eliminate duplication of efforts. CEPI Chair Donchin questioned the definition of what was meant by duplication of efforts. The work that CEPI does is interconnected with the other councils. President Potter raised the question of who does CEPI advise—the Provost (which is the way the charge is written), the other councils, or come to the SEC with a proposal. Undergraduate Council Chair Michael LeVan suggested that CEPI's

charge be changed to state that issues would be brought to the SEC and Faculty Senate instead of the Provost. Parliamentarian Bird added that there is a need for CEPI as an all encompassing council. It is a standard council that other universities have. The suggestion was made to have all the council charges reviewed and clarified as to who is advised by the respective council. President Potter asked COC Chair Blanton to review the charges and report back to the SEC.

OLD BUSINESS

There was no Old Business to discuss at today's meeting.

NEW BUSINESS

Special Request from Research Council – Dale Johnson

As Chair of the Research Council, Professor Johnson presented the following proposal on its behalf to the SEC for its consideration:

A Request concerning the role of the Research Council in the USF System:

The Research Council effectively operates as a System entity and provides advice to the System Office of Research and Innovation on policies and procedures and serves as the main review body for the System Internal Awards grant program.

The Council encourages the continued participation of representatives from all the institutions of the USF System. Its meetings have facilities available for participation from remote sites.

In this context, the Research Council requests that the Tampa Faculty Senate Executive Committee consider and propose establishing the Research Council as a USF System Research Council.

Request approved by the Research Council at its meeting of 4/4/2011.

(For the Research Council – Dale Johnson, Chair)

The floor was opened for discussion of the proposal.

Parliamentarian Bird commented that some members of the USF System Faculty Advisory Council (FAC) would like to have a Research Council on each campus, and that the Tampa Research Council should continue to operate as it currently does. A proposal will be forthcoming from the FAC for the creation of separate Research Councils at the other institutions.

REPORT AND ANNOUNCEMENTS FROM PRESIDENT HUNTINGTON POTTER

No report was given by President Potter.

REPORT FROM PROVOST RALPH WILCOX

Provost Wilcox reported that the House and Senate budgets will be approved next week after which they will go into conference to attempt to reconcile differences. A couple of those differences are:

- Senate is proposing a 190 million dollar base budget reduction across the SUS, but proposes an infusion of 142 million dollars back in with a particular focus on stem initiatives with a dollar-for-dollar match. The House is proposing an 80 million dollar base budget reduction.
- Tuition: Senate is proposing no undergraduate base tuition increase, but assuming an eight percent graduate increase. Also, it is assuming that each university will request of its BOT and BOG a full fifteen percent differential fee increase. The House is proposing a five percent base tuition increase, ten percent differential fee and granting universities full freedom up to fifteen percent for graduate and professional tuition increases.

USF needs 30 percent set aside for need-based tuition scholarships, as well as up to a 15 percent increase for graduate and professional tuition.

Employees will most likely be contributing three percent of paychecks to retirement effective July 1, 2011. Both the House and Senate have settled on this with some discomfort which rests with the lower-paid employees not only at the universities, but outside of them.

The Senate included a Draconian measure related to the contribution of employees to health insurance. This was originally proposed in the Governor's budget not to take effect until next year, but a moderated proposal recently appeared in the Senate's budget. There is nothing from the House at this time, but it is opposed to pushing both measures through at one time.

USF has asked for a one time-one year greater flexibility for use of student fees by taking fifteen percent to invest in the core academic mission of the university. Discussions are still taking place.

Four Tampa campus dean searches are either in process or will be in the near future:

1. University College – Dean John Wiencek, Chair
2. College of The Arts – Dean Colleen Kennedy, Chair
3. College of Business – Dean Eric Eisenberg, Chair
4. College of Behavioral and Community Sciences – Senior Vice Provost Dwayne Smith, Chair

REPORT FROM PAUL DOSAL, VICE PROVOST FOR STUDENT SUCCESS

Vice Provost Dosal gave an update on the following Student Success related projects nearing completion:

1. The development of a new on-line application for admission. It went live approximately one month ago replacing the use of the outdated system facts.org website. Facts.org is scheduled to go off-line by June 30th, and a new system needed to be developed. The new system will be handled in-house as much as possible, and brand it USF. It is a work in-progress to be improved upon.
2. The development of “Degree Works,” a new degree audit system to replace SASS. It has been operational since early March. Although another work in-progress, the new system is already serving the needs of students in ways they have not been able to use before in terms degree and course planning, progress toward degree, and projecting “what if” scenarios. Ultimately, it will help USF project the need for courses. There is still a lot of work to be done. Students and advisors have been asked to provide feedback on any glitches in this sophisticated system.
3. A promotional campaign called “Take 15” has been launched to encourage students to enroll full-time to encourage them to develop an academic plan that will allow them to graduate in four years. It was developed in conjunction with University Communications and Marketing. The message that students should “Take 15” needs to be broadly advertised. This is the start of the campaign and the message will be disseminated via various means.

REPORT FROM GRAHAM TOBIN, VICE PROVOST FOR STRATEGIC AND BUDGET PLANNING

The latest strategic plan runs out this summer and the process has started to create a new one with the first step of sending an e-mail to faculty, alumni, and staff asking for feedback on the current plan. The message is accessible from the Provost’s web site for those who did not receive it. A web site will be up and running. Reports will be given to the BOT ACE Workgroup during the next twelve months. There will be a Tampa campus-wide committee set up with stakeholders from all of the appropriate groups involved. The Faculty Senate will be asked for recommendations. It is anticipated that by the end of next fall there will be a draft document. After that, town hall meetings will take place, with presentations in the spring so that by this time next year the document will be approved, moving through the BOT during the summer of 2012. The actual implementation would be Spring of 2013. Any and all feedback should be sent to Vice Provost Tobin at gtobin@usf.edu.

There being no further business, the meeting was adjourned at 5:00 p.m.

ADDENDUM
Outstanding Items
Senate Executive Committee

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. Status of graduate teaching awards from Graduate Council – James Strange (10/01/08 SEC Meeting).
4. Selection of members for Resolution Implementation Committee – Steve Permuth (04/08/09 SEC Meeting).
5. Request of Provost Office for credentials of faculty teaching summer school – Steve Permuth (06/03/09 SEC Meeting).
6. Request of Provost Office for quantification of summer school class sizes – Steve Permuth (06/03/09 SEC Meeting).
7. Decision regarding display case (07/01/09 SEC Meeting)
8. Feedback from Office of General Counsel on issue of privacy and SafeAssign – Michael LeVan (10/07/09 SEC Meeting)
9. Feedback from CFI on draft definition of faculty statement – Paul Terry (11/04/09 SEC Meeting)
10. Timeline from General Counsel Steve Prevaux for revision of Post-Retirement Policy #0-614 – Emanuel Donchin (12/02/09 SEC Meeting)
11. Undergraduate Chair Michael LeVan to follow up on the creation of a committee consisting of faculty from SLIS, ISDS, and CSE for purposes of information sharing (10/06/10 SEC Meeting).
12. President Branch to provide Provost Wilcox with three to four names for consideration to serve on a committee to review the Market-Based Tuition Delivery Model (10/06/10 SEC Meeting).
13. President Potter to decide on whether Library Council will give presentation to Faculty Senate on Open Access Publishing Initiative (11/03/10 SEC Meeting).
14. Senator-at-Large Levy to send to Ms. Pipkins a list of the committees the FAC subcommittee is looking at to be sent out to the SEC (12/01/10 SEC Meeting).

15. Graduate Council to review proposal for a *School of Biomedical Sciences and Graduate Programs* in the USF College of Medicine after it has been reviewed by that college (01/12/11 SEC Meeting).
16. Future discussion on the lack of classroom space (02/09/11 SEC Meeting).
17. Mr. Nick Trivunovich, Vice President for Business and Finance, to report back on his findings on the number of allocation of green spaces relative to where employees part (02/09/11 SEC Meeting).
18. Future discussion on productive faculty engagement in the budget planning process (02/09/11 SEC Meeting).
19. President Potter and COC Chair Blanton to send message to council member chairs that they are expected to attend council meetings (03/09/11 SEC Meeting).
20. President Potter recommended that department chairs be notified of funds available for publications (03/09/11 SEC Meeting).
21. Decision to be made regarding draft resolution on program approval process (03/09/11 SEC Meeting).
22. Recommendations for ad hoc committee membership on public policy to be forwarded to President Potter from SEC (03/09/11 SEC Meeting).
23. President Potter requested that COC Chair Blanton review all council charges to determine who is advised by the respective charges (04/06/11 SEC Meeting).

Completed Items

1. Recommendations for ad hoc committee membership on teacher evaluations to be forwarded to President Potter from SEC (03/09/11 SEC Meeting).
2. Request from Provost Wilcox that the Faculty Senate establish an ad hoc committee on classroom electric capture (03/09/11 SEC Meeting).