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AY 2013/2014 SEC meeting minutes: 06 Feb 13

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**USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA**

February 6, 2013

3:00-5:00 p.m., Student Services Building, Room 5012

1. Call to Order – Review of Agenda
2. Approval of Minutes from January 9, 2013 Meeting
3. Reports by Officers and Council Chairs (40 minutes)
 - a. Honorary Degree & Kosove Award Recommendations – Marzenna Wiranowska
 - b. Update on Faculty Council on Student Admissions – Ellis Blanton
 - c. Council on Faculty Issues Discussion Items – Steve Permut
 - d. Brief Reports from Other Councils (Chairs) and Initiatives (various)
4. Old Business (25 minutes)
 - a. Tenure & Promotion Guidelines Initiative – Gregory Teague
 - b. Draft Report on SPTRS Proposal – Gregory Teague
 - c. Budget Process Update – Philip Levy, Dwayne Smith, Graham Tobin, Gregory Teague
 - d. Review of Outstanding Items – Gregory Teague
5. New Business
 - a. Admissions: Strategy and Organization – Paul Dosal (20 minutes)
 - b. Faculty Senate Agenda – Gregory Teague (5 minutes)
6. Report from Provost Office (20 minutes)
7. Report from Faculty Senate President and USF System Faculty Council Vice President – Gregory Teague (10 minutes)
8. Other
9. Adjourn - Next Scheduled Meeting – March 6, 2013

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**USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES**

February 6, 2013

Present: Ellis Blanton, Lisa Brown, Karla Davis-Salazar, Gail Donaldson, Tom Mason, Steve Permut, Arthur Shapiro, Andrew Smith, Gregory Teague, Marzenna Wiranowska

Absent: Randy Borum, Kenneth Buckle, Marilyn Burke, Philip Levy, Thomas Pluckhahn

Provost's Office: Paul Dosal, Dwayne Smith, Graham Tobin, Ralph Wilcox

Guests: Laura Swisher, Aimee Klein, John Mayer

Faculty Senate President Gregory Teague called the meeting to order at 3:00 p.m. The agenda was accepted as presented. The Minutes from the January 9, 2013 meeting were unanimously approved as written.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Honorary Degree and Kosove Award Recommendations – Marzenna Wiranowska

1. Honorary Degree Recommendations

Before presenting the recommendations, Honors and Awards Council (HAC) Chair Wiranowska reported that the Council discussed the request from the College of Medicine to add the new title of Doctor of Medicine to the existing list of honorary degrees. The HAC voted in favor of this request, and the title will be added. The Council then proceeded to review the nomination received for Ms. Rhea Law for this honorary degree.

On behalf of the HAC, Chair Wiranowska presented two recommendations: Ms. Hillary Rodham Clinton for Honorary Degree of Doctor of Humane Letters, and Ms. Rhea Law for Honorary Degree of Doctor of Medicine. She reported that not all of the documentation in support of Ms. Law's nomination was submitted with the original application. However, these documents were requested, received, and approved by the HAC on February 5th.

The recommendation to approve Ms. Law for an Honorary Degree of Medicine came to the Senate Executive Committee (SEC) with a motion to approve. The motion was seconded and discussed. Provost Ralph Wilcox asked the HAC chair to confirm that the prescribed process was followed from the initial point of nomination, each step of the way. Chair Wiranowska clarified that there was discussion, a vote, and a calculation of the votes of those present, as well as

absentee ballots. The final vote was in favor of Ms. Law's nomination. There being no further discussion by the SEC, the motion to approve Ms. Rhea Law for an Honorary Degree of Medicine was unanimously passed.

A recommendation to approve Ms. Hillary Rodham Clinton for an Honorary Degree of Humane Letters came to the SEC with a motion to approve. The motion was seconded and the floor opened for discussion. Chair Wiranowska verified that the review process proceeded correctly procedurally. There being no further discussion, the motion to approve Ms. Clinton for an Honorary Degree of Humane Letters was unanimously passed.

Both honorary degree recommendations will be presented at the February 20th Faculty Senate meeting.

2. Kosove Award Recommendations

On behalf of the HAC, Chair Wiranowska presented two recommendations: Dr. Henry Mushinsky for the Kosove Distinguished Graduate Teaching and Service Award, and Dr. Autar Kaw for the Kosove Distinguished Undergraduate Teaching and Service Award. Chair Wiranowska pointed out that this is the first time these awards have been offered at USF. Each recipient will receive \$7,500.

Dr. Mushinsky's recommendation came to the SEC with a motion to approve. The motion was seconded. Chair Wiranowska verified that the appropriate review procedures were followed. The motion unanimously passed without discussion.

Dr. Kaw's recommendation came to the SEC with a motion to approve. The motion was seconded. Chair Wiranowska verified that the appropriate review procedures were followed. The motion unanimously passed without discussion.

These recommendations will be presented at the February 20th Faculty Senate meeting.

b. Update on Faculty Council on Student Admissions (FCSA) – Ellis Blanton

Committee on Committees (COC) Chair Blanton reported that the FCSA, along with Robert Sullins (Undergraduate Studies Dean), Robert Spatig (Assistant Vice President, Admissions) David Henry (Director, Undergraduate Admissions), and Vice Provost Paul Dosal, met. The group expressed an interest in getting the council back on track and elected Dr. Julie Langford as chair and Dr. Versie Mallard-Johnson as co-chair. Since most of the current council members are new, Student Admissions will put together presentations to bring it up to speed.

c. Council on Faculty Issues Discussion Items – Steve Permuth

Due to the extensive discussions that Dr. Permuth and Dr. Tom Mason, Chair of the Council on Educational Policy and Issues, would like to have on faculty issues, this item was tabled.

d. Brief Reports from Other Councils (Chairs) and Initiatives (various)

1. Council on Educational Policy and Issues (CEPI) – Tom Mason

On February 21st, the ad hoc pilot study committee on course evaluations will meet with CEPI.

2. Research Council – Lisa Brown

There was nothing new to report. However, the council charge with draft revisions will be presented at the March meeting.

3. General Education Project – Karla Davis-Salazar

Several discussions have been started about the 15 mandatory hours. Thirty-eight responses were received to request for feedback. These responses were put into a report and forwarded to Provost Wilcox. Provost Wilcox suggested to President Teague that he might consider inviting Mr. Mark Walsh, Assistant Vice President and Director for Government Relations, to a Senate meeting to provide information on the project as viewed by the staff and House members.

4. Council on Technology for Instruction and Research – Andrew Smith

The Council is reviewing Tampa campus student technology fee proposals. There will be a meeting on February 19th to discuss those that have not received a vote. Canvas training is continuing; walk-in clinics are operating; there is a plan being considered to put mid-term grades onto Canvas.

5. Ad Hoc Committee on Pilot On-Line Student Evaluations – Gregory Teague

The committee will be meeting on February 13th. Response rate to first pilot was acceptable; a positive experience overall.

OLD BUSINESS

a. Tenure & Promotion Guidelines Initiative – Gregory Teague

There is now a complete roster for an ad hoc committee, consisting of 9 Senators, and 4 ex-officio members (1 dean, 1 department chair, and two members of the Provost's

office). The first meeting has yet to be scheduled. A web site is in the works. President Teague will report when things progress.

b. Draft Report on CPTRS Proposal – Gregory Teague

President Teague presented a draft report on the Proposed College of Physical Therapy and Rehabilitation Sciences (CPTRS) and requested that the SEC approve it. A motion was made and seconded, and the floor opened for discussion. There being none, the motion unanimously passed. The report will be forwarded as written to President Judy Genshaft and Senior Vice President Stephen Klasko.

c. Budget Process Update – Dwayne Smith, Graham Tobin, Gregory Teague

Requirements Committee – Graham Tobin

The committee is looking at where money is generated and spent. Data is still being collected from which a report will be generated and forwarded to the Program Committee.

Programming Committee – Gregory Teague

Consultant Mr. William Shkurti met recently with the all the committees together to help clarify the overall task and each committee's role. The programming committee will work on a longer timeline than any of the others because it will receive information from the Requirements Committee. Discussion is taking place to bring in, or otherwise consult with, CFOs from institutions inside or outside of Florida that have had success with this kind of budget conversion process. The Committee needs to determine what other kinds of information to gather. Provost Wilcox suggested that the Faculty Senate reach out to faculty colleagues in those institutions and not just deans/CFOs/provosts, who will have a different point of view. The Committee will also review literature from the business world.

Efficiencies Committee – Dwayne Smith

Data has been gathered on reductions. The plan is to develop business practices to free up people. There are no specific recommendations at this point, but there needs to be a balance between efficiency and effectiveness.

Provost Wilcox posed two questions: (1) How interested are the faculty at USF in changing budgetary models? (2) To what extent do faculty understand what is being considered here? He added that faculty need to understand that this will impact the way they conduct scholarly and research work. It will substantially change how business is done at USF. President Teague responded that it did not appear that there has been sufficient, substantive progress to put before the Faculty Senate quite yet, but that it would surely be on the agenda in greater detail before the end of the spring semester.

NEW BUSINESS

a. Admissions: Strategy and Organization – Paul Dosal

Vice Provost Dosal first announced that on April 3rd USF will host the four recipients of the Carnegie Professor of the Year Award. Events include a town hall informal discussion moderated by the Provost. President Teague will be part of the Welcome with President Genshaft. President Teague pointed out that the SEC is also scheduled to meet that day, so the meeting may need to be rearranged to accommodate the event.

Vice Provost Dosal then presented the draft Strategic Enrollment Objectives for 2013-2018. It is a work-in-progress from the Student Success and Enrollment team and the document will be fine-tuned. The first part of the draft contained the top ten strategic enrollment objectives. The draft document also included recommendations from the various working groups. The SEC was asked to review the objectives and recommendations and to send comments to Vice Provost Dosal. He will present an update at the February 20th Faculty Senate meeting. The document is available on the Faculty Senate web site at <http://web.usf.edu/FacultySenate/meetings.html>.

REPORT FROM PROVOST WILCOX

Provost Wilcox distributed a summary of the Governor's 2013-2014 budget recommendations as of January 31, 2013. The summary contained an overview of the State University System Operations and the State University System Fixed Capital Outlay. A copy of the handout is available on the Faculty Senate web site at <http://web.usf.edu/FacultySenate/meetings.html>.

REPORT FROM FACULTY SENATE PRESIDENT AND USF SYSTEM FACULTY COUNCIL VICE PRESIDENT GREGORY TEAGUE

President Teague reported he attended the January meeting of the Advisory Council of Faculty Senates in Tallahassee the previous week.

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

ADDENDUM
Outstanding Items
Senate Executive Committee

1. CTIR Chair Andrew Smith to work with the SEC and Faculty Senate Office to initiate the use of Scholar Commons for archiving Senate documents (06/01/11 SEC meeting). USF has chosen a content management program; CTIR Chair Smith will contact the University Webmaster about where the Faculty Senate stands in the process (06/06/12 SEC meeting). CTIR Chair Smith reported that the timeline for archiving Faculty Senate documents is January, 2013 (07/11/12 SEC meeting).
2. President Potter to appoint a task for of 2-3 faculty, plus Senate webmaster, to look at ways the Faculty Senate web site could be improved (06/01/11 SEC meeting).
3. Names to be provided to Senior Vice Provost Dwayne Smith for an ad hoc committee to establish clearer criteria for being named Professor Emeritus (09/05/12 SEC meeting).
4. Develop a means of communication between faculty and Faculty Senate (09/05/12 SEC meeting).
5. Continue discussion about classroom capture and intellectual property rights after preliminary work has been completed by ad hoc committee (Philip Levy, Andrew Smith, Steve Permuth) (12/05/12 SEC meeting).
6. Determine central location for information on all faculty awards. Update faculty award information on campus – Marzenna Wiranowska and Lisa Brown (12/05/12 SEC meeting).
7. Discussion on faculty issues by chairs of CEPI and CFI (02/06/13 SEC meeting).

Completed Items

1. Time dedicated at a SEC and a Senate meeting to discuss five-year enrollment plan (10/03/12 SEC meeting; 02/06/13 SEC meeting; 02/20/13 FS meeting).