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AY 2013/2014 SEC meeting minutes: 05 Mar 14

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**USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA**

March 5, 2014

3:00 – 5:00 p.m., Student Services (SVC) 5012

1. Call to Order, Review of Agenda
2. Approval of Minutes from February 5, 2014
3. Reports by Officers and Council/Committee Chairs (60 minutes)
 - a. CFI – Leadership Performance & Organizational Climate Assessment – Steve Permuth
 - b. CEPI Statement regarding Course Evaluations – Tom Mason
 - c. Senate Nominations/Elections - Barbara Lewis
 - d. COC - Ellis Blanton
 - e. Bylaws Revisions – Andrew Smith
 - f. Tenure & Promotion Guidelines Revision Committee – Gregory Teague
 - g. Reports from Other Councils/Chairs and Initiatives
4. Old Business
5. New Business
 - a. Appointment of Senator to fill vacant seat – Gregory Teague (5 minutes)
 - b. Senate agenda (5 minutes)
6. Report from Provost and Executive Vice President Ralph Wilcox (30 minutes)
7. Report from USF Faculty Senate President and USF System Faculty Council Vice President Gregory Teague (10 minutes)
8. Other Business from the Floor

Adjourn - Next Scheduled Meeting – April 2, 2014

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**USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
March 5, 2014**

Present: Ellis Blanton, Claudia Cooperman (Undergraduate Council), Karla Davis-Salazar, Phil Levy, Barbara Lewis, Tom Mason, Wendy Nembhard, Steve Permut, Scott Rimbey, Andrew Smith, Gregory Teague, Marzenna Wiranowska

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

Guests: Arthur Shapiro (UFF)

President Teague called the meeting to order at 3:05 p.m. The agenda was accepted with the addition of a discussion about Senate terms for the College of Education and restructuring in the College of Engineering. The Minutes from the meeting of February 5, 2014 were unanimously approved as written.

REPORTS BY OFFICERS AND COUNCIL/COMMITTEE CHAIRS

- a. CFI – Leadership Performance & Organizational Climate Assessment – Steve Permut, Barbara Lewis

Provost Wilcox confirmed that both he and President Genshaft were comfortable with the assessment presented to them and the process used in the past. IT will work with the CFI subcommittee to prepare and disseminate the instrument, as well as a campus climate survey. It is anticipated that the assessments will be out to the faculty early April. Senior Vice Provost Dwayne Smith raised the issue of extending the assessment to beyond the President and Provost because there is a leadership team. A suggestion was made that the committee think about the type of individuals that it wants to provide feedback to the administration and identify people in those areas. The issue will be posited to the committee to include assessments of vice presidents and chief operating officers.

- b. CEPI Statement Regarding Course Evaluations – Tom Mason

On behalf of CEPI, Chair Mason presented a statement that expresses the concerns and reservations the council has about the new on-line evaluation process. The council would like for this language to move forward as a motion to the Faculty Senate to be disseminated to chairs, deans, and all faculty to make them aware of the potential risk for doing something indefensible. It is also tied with tenure and promotion evaluations. The SEC agreed that CEPI needs to take a position on how, when, and in what ways it would make changes to the process and return to the SEC with something more specific and concrete.

c. Senate Nominations/Elections – Barbara Lewis

Secretary Lewis announced that since there were no contested Senate seats, no election will be held. Appointment letters will go out to the new Senators next week. Officer nominations will also be solicited from new and continuing Senators.

d. COC – Ellis Blanton

1. The council nomination process will close on Friday, March 7th after which the nominations will be vetted by the COC. Nominations will be presented to the SEC at its April meeting with possible voting by the SEC to take place via e-mail to have the slate ready by then.
2. COC Chair Blanton's term ends this semester. He raised the issue of who will be appointing his successor since President Teague's term ends at the same time. Waiting until August to have the new Senate President appoint a new COC chair could be problematic for that person in terms of the one-course release. Discussion was held, and it was agreed to adopt a new procedure that the COC chair will be appointed in the spring semester after a new president has been named. The Bylaws do not have to be changed, because they do not indicate the procedure by which the COC chair is selected.

e. Bylaws Revisions – Andrew Smith

On behalf of the Bylaws Revisions subcommittee, Mr. Smith presented proposed revisions to the *Constitution of the Faculty of the University of South Florida* and the *Bylaws to the Constitution of the Faculty of the University of South Florida*. The major changes to the Constitution were made to Article I. B. Meetings, II. B. Membership and E. Officers. The name of the institution will be changed throughout the documents to reflect that it is the University of South Florida (USF), dropping the use of Tampa in the titles. Although discussion was held about adding a president-elect to the list of officers, no decision was made at this time. A motion was made and seconded that the SEC accept these proposed revisions, with the striking of Tampa from the title, and forward it to the full Senate at its March meeting. The motion unanimously passed.

At this time, President Teague addressed the issue of Senate vacancies for the College of Education in that, given the restructuring the college is going through, there is a desire there to have a couple of one-year terms for this election process. Once the college is in alignment, the terms would then be staggered for the next election. Without any adjustment, all of the college's seats would have simultaneous terms. However, since the Bylaws make no provision for such realignment of terms, the elected senators may choose to resign and then stand again for election. Future consideration may be given to specifying in the bylaws some means to distribute terms more evenly.

f. Tenure & Promotion Guidelines Revisions Committee – Gregory Teague

The committee has met with the Provost to discuss his proposed revisions and is working on a revised draft to forward to him.

g. Reports from Other Councils/Chairs and Initiatives

General Education Council Chair Karla Davis-Salazar reported that the QEP is moving forward and would like to present concrete information at the last Faculty Senate meeting of this semester.

NEW BUSINESS

a. Appointment of Senator to Fill Vacant Seat – Gregory Teague

Discussion was held to replace a CAS Senator who is on sabbatical and has decided to resign. A motion was made and seconded to approve the appointment of Dr. Graham Tobin to immediately fill the vacancy on an interim basis for the remainder of the academic year. The motion unanimously passed. Dr. Tobin will also be starting a three-year term effective Fall Semester 2014.

REPORT FROM PROVOST AND EXECUTIVE VICE PRESIDENT RALPH WILCOX

Provost Wilcox's report consisted of the following items:

- Legislative Session opens on March 4, 2014.
- In partnership, USF/FIA/UCF won two team grants – UCF an IT grant for 5.1 million dollars; USF an accounting grant for 3.8 million dollars. There will be equal distribution of funds for each grant. At a future SEC meeting, Vice Provost Paul Dosal will provide more about the consortia relationship-building between these three institutions.
- As part of the SunTrust Foundation lecture series, USF hosted a cybersecurity event on March 3 at the Marriott Waterside. USF has received one million dollars from the SunTrust Foundation for such events.
- The BOT will be meeting on the Tampa campus from 9:30 a.m. – 12:00 noon on Thursday, March 6. There are no substantive action items.
- There are two dean searches underway: (1) College of Engineering and (2) Honors College. Dr. Charles Lockwood will be joining USF in May as the new Senior Vice President for USF Health.
- In light of recent events in Crimea (Ukraine), USF World and Dr. Mohsen Milani, Executive Director of the Center for Strategic and Diplomatic Studies, along with other experts will be engaging in a campus conversation regarding Crimea and the Russian military intervention. The panel discussion will be held on Thursday, March 6th 1:00-2:30 p.m., at the Patel Center for Global Solutions.

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

President Teague reported on the following items:

- The tenure and promotion guidelines revision committee is planning a joint effort between the committee and deans to work with people within colleges to establish criteria.

- At an invitation from Dr. Mike Bowen, Chair of COIA (Coalition on Intercollegiate Athletics), he attended a recent meeting of the group on this campus. USF's process is in order with other institutions. Dr. Bowen will stay on as chair of COIA. An invitation will be extended to Mr. John Belohlavek, Chair of the Athletics Council, to attend a Faculty Senate meeting to give an update on the activities of that council. The issue of whether or not the Senate should be involved in selecting a chair of the FCASA (Faculty Committee on the Admissions of Student Athletics) will be a future SEC discussion topic.
- The College of Engineering will be submitting a restructuring proposal of a minimal change to the college.

OTHER BUSINESS FROM THE FLOOR

Provost Wilcox announced that this fall USF Sarasota/Manatee will offer an undergraduate hotel and restaurant management degree on the Tampa campus. Students will pay Sarasota-Manatee tuition for courses taught by its faculty, but they will pay fees at the Tampa rate. Sarasota-Manatee will pay to lease instructional space used to teach the courses.

There being no further business, the meeting was adjourned at 5:10 p.m.