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AY 2015/2016 SEC meeting minutes: 10 Feb 16

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**USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA**

February 10, 2016

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

1. Call to Order, Review of Agenda (5 minutes)
2. Approval of Minutes from January 13, 2016 Meeting (2 minutes) (action item)
3. Presentation of USF System Ombuds Officer Steve Prevaux (15 minutes)
4. Reports by Officers and Council/Committee Chairs (30 minutes)
5. Old Business (10 minutes)
 - a. Instructor-authored course materials policy (Greg Teague/Judith Ponticell)
6. New Business (15 minutes)
 - a. Student evaluations (Jim Garey)
 - b. Student presentation requests
7. Report from Provost and Executive Vice President Ralph Wilcox (30 minutes)
8. Report from USF System Faculty Council President Greg Teague (10 minutes)
9. Other Business from the Floor (5 minutes)
10. Adjourn - Next Scheduled Meeting – March 9, 2016

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**USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES**

February 10, 2016

Present: Ellis Blanton, Tim Boaz, Melanie Griffin, Matthew Knight, Ivan Oleynik, Judith Ponticell, Scott Rimbey, Steve Permuth, Drew Smith, Greg Teague, Jim Garey, Michael Teng

Provost's Office: Dwayne Smith, Terry Chisolm, Roger Brindley

Guests: USF System Ombudsman Officer Steve Prevaux

President Michael Teng called the meeting to order at 3:05 p.m. A motion was made, seconded, and unanimously passed to accept the Minutes from the January 13 meeting as amended.

PRESENTATION OF USF SYSTEM OMBUDSMAN OFFICER STEVE PREVAUX

President Teng introduced Steve Prevaux as the new Ombudsman Officer for the USF System. He outlined his plans to have all constituent parts of the USF System on board. Steve mentioned that he had heard many USF faculty and chairs say that they would like an Ombudsman function, and now it is in place. Steve is certified as a mediator in all state courts, and his office follows the International Ombudsman Association's Code of Ethics. The Ombudsman is a stand-alone office, located on the 3rd floor of the Patel Center. His office stresses informality and an active, but neutral, approach. A web site will be up soon. Steve wants to be held accountable for maintaining confidentiality, and stressed that it is an office to be visited on a voluntary basis. His office does not take sides or interfere in collective bargaining or grievance procedures, but wants to balance communication and reduce tensions for faculty, staff, and administration. Jenifer Schneider serves as the Student Ombudsperson.

REPORTS BY OFFICERS AND COUNCIL/COMMITTEE CHAIRS

a. Council on Faculty Issues – Steve Permuth

Senator Permuth reported that parking for faculty continues to be an issue. Also, students appear to be using their parents' cars with handicap passes. He has notified parking services and will report back with more details.

b. Research Council (RC) – Ivan Oleynik

RC Chair Oleynik reported that the new funding distribution scheme is delayed by one year. Dr. Paul Sandberg gave the RC funding for the Interdisciplinary Grants Program to enhance interdisciplinary research at USF. The guidelines and application materials will be available soon. The RC is still preparing the USF faculty survey on research needs and strategic research priorities at USF. The Associated Deans for Research provided the lists of research active faculty who will participate in the survey. Dr. Paul Sanberg will attend the April 18 RC meeting to discuss the future role of the RC.

President Teng noted that Dr. Sandberg has tentatively agreed to address the April 20th Senate meeting. Also on the agenda for that meeting will be the future of the Research Council. SFC President Teague noted that there are still many moving pieces to the Huron implementation and RCM. Nick Setteducato and Nick Trivunovich have been invited to an SEC meeting to have a more in-depth discussion of the Huron Report.

OLD BUSINESS

a. Instructor-authored Course Materials – Michael Teng

President Teng reported that the self-authored textbook policy underwent a few alterations in tone but appears to be ready to go to CEPI for a final review. SFC President Teague added a final section to the document suggesting that faculty who require the purchase of faculty-authored materials, yet who will receive no financial gain, should still include a statement on the syllabus to this effect. This will eliminate any hint of impropriety. Parliamentarian Drew Smith asked what happens if a spouse might benefit from a faculty-authored work; Vice-President Garey suggested this language be worked into the conflict of interest section. Vice Provost Smith wished to add that this document was faculty developed from the bottom up.

NEW BUSINESS

a. Online Student Evaluations – Jim Garey

Vice-President Garey presented the results of the Cellular Biology, Microbiology and Molecular Biology department's study of online vs. paper evaluations. The results were examined in detail and did show a significant increase in evaluation scores when the survey was given on paper. These results will be presented at the February 24th meeting of the Faculty Senate.

b. Student Groups Presenting at Senate meetings – Michael Teng

President Teng noted that Senate Bylaws do not adequately address the issue of student groups presenting at Senate meetings. A policy should be developed and codified. Senator Permuth advocated for no student groups at Senate meetings, as they are a limited forum and if one group is allowed to speak then time must also be allowed for those with opposing views. He pointed out that the Student Government President has a seat on the Senate and can present on student issues. In addition, he suggested we codify the limiting language in the name of content neutrality. Parliamentarian Smith noted that this is larger than a student issue: The Senate would also have to hear staff or any group not directly affiliated with the Senate. President Teng recommended that a small committee look into this issue and see what other universities have in their Bylaws. This committee will report back to the SEC. Drew noted that Senate meetings are open to the University community, and any guest can speak with the written invitation of the Senate President. Drew, Judith, Steve, and Michael will form this committee.

REPORT FROM PROVOST AND EXECUTIVE VICE PRESIDENT RALPH WILCOX

On behalf of the Provost, Senior Vice Provost Dwayne Smith provided the following updates:

- Nothing really concrete to report, and updates change daily;
- Support of legislation to create a new category of emerging pre-eminence;
- Looks like USF will again do well with performance funding;
- Campus Carry is likely to be quashed in the Senate;
- The captioning policy will need to be addressed as USF is currently out of compliance. It is now in the promulgation process. A Faculty Senate committee will be asked to look at a draft at a later date.

REPORT FROM USF SYSTEM FACULTY COUNCIL PRESIDENT GREG TEAGUE

President Teague's report consisted of the following items from the council's January meeting:

- USFSP is moving forward with their T&P guidelines; they are basing their document on Tampa's model.
- Many senior and leadership searches are now underway.
- There will be a review of college restructuring to see if the process should be reevaluated.
- The *Oracle* has requested interviews with key Senators about performance metrics and faculty opinion.

OTHER ISSUES FROM THE FLOOR

- a. President Teng asked if there were still issues with Orbitz for Business. A report will be prepared noting problems on the front and back ends.
- b. A representative from the Student Senate requested the floor. President Teng did not yield the floor. President Teng asked if any other SEC members would yield the floor. Time was not yielded.

There being no further business, the meeting was adjourned at 5:02 p.m.