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# College of Business Council Meeting : 2006 : 09 : 27

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Minutes of the College of Business Council  
September 27, 2006

Attendees: Todd Shank  
Karin Braunsberger  
Jeannie Gaines  
Jim Spence  
Jerry Lander  
Alison Watkins

The meeting was called to order at 2:30 p.m. Dr Braunsberger as Acting Chair, Dr Shank took over as chair at 3pm.

1. In the minutes for August 30, the list of members for T&P and Annual Review should read “suggested members”.
2. A motion was proposed by Dr Braunsberger, seconded by Dr Lander and approved by all to accept the minutes from meetings on 8/30 and 9/13.
3. The committee discussed the construction of the committee for Annual Reviews. Governance documents need to be checked to determine whether the vote is by discipline. After the meeting the following information was provided by Dr. Fellows:

The collective bargaining agreement and USF policies and procedures, and the current college governance document, require that discipline reps be formally elected. The named individuals in the minutes, if they are willing to do so, can agree to stand for election, with all faculty other than visitors and administrators in their discipline eligible to vote.

4. The location for COB documents is: <http://www.stpt.usf.edu/cob/faculty/>; the Governance document is at <http://www.stpt.usf.edu/cob/faculty/cobgov.pdf> and the tenure and promotion document is available at: <http://www.stpt.usf.edu/cob/faculty/tenprom.pdf>
5. The committee discussed the format for Friday’s Town Fall Meeting which has been called by the CBC to discuss committee assignments. The CBC decided to put forward at the meeting a few suggestions and then solicit additional contributions. The committee’s suggestions are as follows:
  - a. Reduce the number of COB committees (possibly by combining Teaching/Research/Global/CSR committees).
  - b. Reduce the number of members of above referenced committees.
  - c. Introduce a point system for committees to ensure faculty are not required to serve on too many committees that require a heavy load of their members (for example, undergrad curriculum, CBC).

- d. Have a central COB processing body for all committee assignments (including campus wide) – while this does not preclude an individual from accepting a campus-wide assignment, the committee can ensure a fairer load level.

In addition to discussion of committee assignments, two additional topics were highlighted for discussion:

- e. Dr Durand's recent memo on teaching loads
  - f. How faculty should be compensated for large sections?
  - g. How faculty should be compensated for greater than average service load, including professional service, editorial review boards and conferences?
6. The committee has assigned Dr Shank the task of finding out which faculty is currently on campus-wide committees, task forces, and ad hoc committees. It was suggested that Dr Fellows may have this information.
  7. The committee has decided that one task for this semester will be to review the Governance Documents for unresolved issues. For example, the current document only covers membership issues in standing committees, not other COB committees or task forces. The members are asked to review this document prior to our next meeting.
  8. This year the committee will review the current guidelines for Annual Reviews and Tenure and Promotion. The members will look at our peer and aspirant institutions for insights into their process.

At 4:08 pm the meeting was adjourned.

Next Meeting, October 11, 2006 at 2:15pm