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College of Business Council Meeting : 2007 : 01 : 31

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Minutes of the College of Business Council
January 31, 2007

Attendees: Todd Shank
Karin Braunsberger
Jerry Lander
Alison Watkins

Guests: Dean Franklin
Associate Dean Geiger

The meeting was called to order at 10:008am.

1. Dean Franklin and Associate Dean Geiger addressed the meeting. They requested that the committee assess the 2002-2007 Strategic Plan for completeness.
2. Dr Geiger presented the committee with a working draft of the College's mission, values, vision and objectives. He requested that the committee members study the draft and offer any changes by February 9th.
3. Dean Franklin requested that the CBC determine whether they would like to set up a Task Force to work on the College's Strategic Plan or whether this should be addressed by the CBC.
4. Dean Franklin urged the CBC to attend the February 16th Town Meeting with President Genshaft. The purpose of the meeting is to discuss the USF Strategic Plan.
5. A motion was proposed by Dr Braunsberger, seconded by Dr Shank and approved by all to accept the minutes from the meeting on 1/17/07.
6. T&P Guidelines – Report of the Academic Discipline Committee. The new wording was suggested by the committee (see appendix). This document will be approved by the CBC at our next meeting and brought to the full faculty meeting on 2/16/07 for a vote.
7. T&P Guidelines – Committee Recommendations and Votes of Other College Faculty. The new wording (see appendix) was proposed by Dr Lander, seconded by Dr Shank and unanimously passed. This document will be approved by the committee at our next meeting and brought to the full faculty meeting on 2/16/07 for a vote.
8. Dr Lander has agreed to take a leadership role in setting the first meeting of the Annual Review Committee. The purpose of this meeting is to establish review guidelines. The members of the Annual Review Committee are: Todd Shank, Jerry Lander, Phil Trocchia, Jeannie Gaines, Alison Watkins and Jim Spence.

9. CBC committee members were asked to confirm that the college committees are fulfilling their charge. Members were given specific committees and are requested to check with that committee's chair and report back for the next meeting.
10. Meeting dates for Spring 2007: 2/14, 2/28, 3/21, 4/4, 4/18 at 10am.
11. Committee members have been asked to look at the CAS document prior to our next meeting.
12. The meeting was adjourned at 11:45 am.

Report of the Academic Discipline Committee [ADC] - Optional

If the T&P committee does not include a representative from a candidate's discipline, the candidate for tenure or promotion, the tenured faculty within that discipline, or the T&P committee may request that an ADC committee be formed for the candidate. If an ADC is to be used the candidate shall first submit his or her application portfolio to the ADC of his or her academic discipline. The ADC is elected by the tenured and tenured-earning faculty of the discipline, but should include all tenured members of the discipline if the number of tenured members is five [5] or less. Each academic discipline is responsible for establishing guidelines for the composition of its ADC. The applicant can request that another faculty member from a different academic discipline serve on the ADC, if the applicant has significant research in this other discipline. Only one other faculty member outside the primary discipline is allowed to join the ADC. The CBC will resolve disputes about the selection of members to the ADC that are outside the main academic discipline of the candidate for tenure and promotion.

The ADC will review the candidate's application portfolio and provide the College of Business Faculty Tenure and Promotion Committee [TPC] with a written evaluation of the candidate's research performance, which is then added to the candidate's application portfolio. The ADC does not vote as a body on tenure and promotion nor recommend a candidate for tenure and promotion.

OLD WORDING:

Report of the Academic Discipline Committee [ADC]

Each candidate for tenure or promotion shall first submit his or her application portfolio to the ADC of his or her academic discipline. The ADC is elected by the tenured and tenured-earning faculty of the discipline, but should include all tenured members of the discipline if the number of tenured members is five [5] or less. Each academic discipline is responsible for establishing guidelines for the composition of its ADC. The applicant can request that another faculty member from a different academic discipline serve on the ADC, if the applicant has significant research in this other discipline. Only one other faculty member outside the primary discipline is allowed to join the ADC. The CBC will resolve disputes about the selection of members to the ADC that are outside the main academic discipline of the candidate for tenure and promotion.

The ADC will review the candidate's application portfolio and provide the College of Business Faculty Tenure and Promotion Committee [TPC] with a written report on the candidate, which is then added to the candidate's application portfolio. The ADC does not vote as a body on the tenure or promotion of the candidate.

NEW WORDING:

Committee Recommendations and Votes of Other College Faculty

The committee that has deliberated on the candidate's qualifications, either the TPC or the Full Professor Promotion Committee makes its recommendations to the Dean in a written report submitted by the Chair of the committee. In the case of a candidate applying for tenure and Full Professor at the same time there will be two separate reports, one from the TPC on the tenure recommendation and one from the Full Professor Promotion Committee focusing on promotion.

In addition to the report of the committees, the remaining tenured members of the College Faculty who have not participated in committee deliberations and voted on a candidate shall cast a vote for tenure and/or promotion. Only Full Professors who have not taken part in the deliberations of the Full Professor Committee may vote on candidates who are applying for promotion to Full Professor. Members of the College Faculty who are also serving as Academic Officers, as defined in the COB governance document, may vote at this stage of the process. The results of these votes of the remaining College Faculty are forwarded to the Dean without any report.

OLD WORDING:

Committee Recommendations and Votes of Other College Faculty

The committee that has deliberated on the candidate's qualifications, either the TPC or the Full Professor Promotion Committee makes its recommendations to the Dean in a written report submitted by the Chair of the committee. In the case of a candidate applying for tenure and Full Professor at the same time there will be two separate reports, one from the TPC on the tenure recommendation and one from the Full Professor Promotion Committee focusing on promotion.

In addition to the report of the committees, the remaining tenured members of the College Faculty who have not participated in committee deliberations and voted on a candidate shall cast a vote for tenure and/or promotion. Only Full Professors who have not taken part in the deliberations of the Full Professor Committee may vote on candidates who are applying for promotion to Full Professor. Members of the College Faculty who are also serving as Academic Officers, as defined in the COB governance document, may vote at this stage of the process. However, given their position as Academic Officers, their votes must be separated from the vote of the other College Faculty and clearly labeled as those of Academic Officers. The results of these votes of the remaining College Faculty are forwarded to the Dean without any report.