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College of Arts & Sciences Council Meeting : 2012 : 08 : 17

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College of Arts and Science (CAS) Faculty Council Meeting Minutes for 17 August 2012

Established and Retiring Faculty Council Members *present*: Chris Meindl, Sheramy Bundrick (Chair), Barnali Dixon, Armando Hoare, and Julie Armstrong (who entered just a few minutes after the meeting began).

New Faculty Council members *present*: Melanie Riedinger-Whitmore, Henry Alegria, Rebecca Johns, Tiffany Chenneville, Jill McCracken.

Faculty Council Members *absent*: Paul Wang, Seth McKee, Daun Cecil, and Neill Matthiessen.

Guests: Susan Allen (CAS Faculty Senate representative)

The new Faculty Council Chair, Sheramy Bundrick, called the meeting to order at 9:00 am.

At the beginning of the meeting, we did not have a quorum of spring 2012 councilors to vote on minutes from April meeting.

Dr. Meindl agreed to take minutes for the council this year.

Dr. Johns agreed to serve as vice chair of the CAS Faculty Council (and take over as Chair next year).

The council then discussed who might serve on the CAS Tenure and Promotion (T&P) Committee. Dr. Cecil will serve on the committee; Dr. Riedinger-Whitmore agreed to serve; Dr. Chenneville agreed to serve as the alternate T&P committee member from the Faculty Council.

Academic Programs Committee (APC); Dr. Johns and Dr. Bundrick served last year and are rotating off the committee. Dr. Allen commented that Dr. Norine Noonan has said that there will be a deadline of 15 September for the approval of new programs this year. Henry agreed to serve on the APC. We still need three new members for the APC.

As vice chair of the council, Dr. Johns is the chair of the nominations committee and will seek members for a host of campus and college committees, including the APC.

Councilors discussed the issue of using undergraduate students as Teaching Assistants (TA) for undergraduate courses in CAS (with tasks including grading assignments). Apparently the practice has gone on in selected courses at USFSP for several years. Dr.

Bundrick argued that this must be a violation of FERPA (federal law that is supposed to ensure the privacy of student information)—and that students certainly ought not get Independent Study credit for serving as a TA. Other councilors suggested that they, too, were aware of the practice. The other issue is that there may be relationships between undergraduate TAs and undergraduate students. Apparently there are no university rules regarding the use of undergraduate students as TAs (especially when they are receiving Independent Study credit), and councilors wondered if perhaps there should be.

Dr. Bundrick asked: should the Faculty Council develop a task force to investigate this issue? Other councilors asked: do the other colleges at USFSP have policies pertaining to the use of undergraduate students as TAs or graders? Does the Southern Association of Colleges and Schools (SACS) have a policy on this issue? Dr. Alegria suggested that there might already be a policy, but nobody is aware of it. Dr. Johns proposed that the Faculty Council create a task force to investigate the issue. Since so many councilors expressed interest in serving on such a task force, the entire council decided to look into the issue (serving as the task force). Division of labor? Dr. Johns will look at possible pre-existing policies and Dr. Bundrick will look into FERPA rules/law. Moreover, Dr. Bundrick claimed that she would raise the issue at the CAS Department Chairs meeting. The idea is to resolve this issue before it becomes a problem. Nobody is being held out to dry.

T&P: Dr. Meindl agreed to send out the report from last year's T&P task force to the Department Chairs. Departments need to be encouraged to produce appropriate policies.

A growing number of tenure-line faculty are being over-run with service/administration responsibilities—and it is impacting faculty members' ability to achieve tenure and promotion. Dr. Johns said that several years ago, the university tried to create a mentoring program for junior faculty—but almost nobody participated (perhaps because it was one more service responsibility). Dr. Alegria asked what kind of university are we? Dr. Allen suggested that this issue should be part of the search for a new regional chancellor. Dr. Johns observed that provosts often overturn the decisions of lower T&P committees. Unfortunately, since departments do not have clear T&P guidelines, faculty cannot hold provosts responsible for what they think are “bad decisions.”

Dr. Bundrick, speaking on behalf of the 2011-12 Academic Programs Committee as its outgoing Chair, raised the issue of standards for on-line education: what happens when a traditional on-campus course appears as an on-line course? There appears to be no college policy or oversight regarding on-line courses. Right now, faculty members are not required to get APC approval. The potential for bad on-line courses appears to be significant. Dr. Bundrick suggested that perhaps Departments should police their own on-line courses? Dr. Allen claims that the USFSP Faculty Senate will be reviewing this issue soon. The Faculty Council will re-visit this issue later this school year.

There is a new campus-wide committee that will develop a policy on workplace bullying.

Fall CAS Faculty Council meetings 28 September, 26 October, 30 November at 10 am.

USFSP Faculty Senate meetings will be the 2nd Friday of each month

Dr. Allen mentioned that the Quality Enhancement Plan (QEP; intended to improve student performance in lower level math courses at USFSP) is now administered in the College of Education (COE)—and that there will be an emphasis on statistics this year. She wants to ensure that key people are not left off the QEP Advisory Committee. The USFSP administration moved the QEP to the COE because there was much conflict regarding the role of the founding QEP Director and her relationship to academic departments in CAS. Many faculty councilors expressed concern about faculty involvement in the QEP direction, especially since many QEP courses are in the CAS portion of the catalog. Dr. Bundrick intended to ask Dr. Noonon about the status of the QEP at the faculty meeting later today.

Meeting ended at 10:48.

Respectfully Submitted by
Christopher F. Meindl