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USFSP Faculty Council Meeting : 2005 : 03 : 23 : Minutes

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UNIVERSITY OF SOUTH FLORIDA ST. PETERSBURG

Faculty Council Meeting
Wednesday, March 23, 2005 8:00AM
College of Education

Present: Bill Heller, Deb Henry, Jamie McHale, Ambe Njoh
Deanna Michael (for Barbara Frye, COE),
Absent: David Naar, Jim Spence
Guests: Dean Mark Durand, CAS
Dr. Gary Mormino, Chair of the FC Awards and Citations Committee

Announcements

Bill Heller welcomed Dr. Durand on behalf of the Council and extended congratulations to Mark on his new position as Regional Vice Chancellor for Academic Affairs. Mark announced that he assumes his new responsibilities officially on July 1, 2005. He asked the Council to continue to correspond directly to Jim Malek until then and requested that he be copied on any matters that would concern his new role. Mark also responded that he hopes that Faculty Council and the general faculty bring their ideas and concerns to him. Communication on campus emerged as an important issue that can be improved.

Old Business

Minutes from the March 2 FC meeting were approved with minor changes.

Awards and Citation Committee

Dr. Gary Mormino reported that his committee prepared drafts for each USFSP award, i.e. teaching, research and service, and reviewed the major points in each case. The drafts had been distributed to the Faculty Council members via email prior to the meeting but paper copies were also made available to all present. The group did have questions about, and discussed, criteria dealing with eligibility, the nomination process, required documentation, and the reviewing process.

The teaching award will continue to recognize one outstanding teacher from each college and honor one from that select group as the USFSP Teacher of the year. The new service award shall be open to all USFSP personnel and will recognize one campus winner. The new research award, open to research faculty, will honor one campus winner.

Council members suggested that the language used for the description of each award be as uniform as possible, while respecting the unique criteria for each award. Ambe emphasized the importance of clarifying, as much as possible, what kind of documentation should accompany each application. The consensus of the group was that documentation should be concise, well organized, and demonstrate the impact and importance of the contribution.

Deb Henry presented the concerns of the library faculty with the original language of the research criteria. As research/scholarship is a required component of their annual assignments and promotion process, they wished to be eligible for the research award. Gary Mormino invited Deb and her colleagues to prepare appropriate language to be added to the research criteria to address this issue.

The group agreed that it would be appropriate to include the Research Council in the review process of applications for the research award.

Undergraduate Council

Deanna Michael and Jamie McHale attended the first meeting of the undergraduate council. The group was asked to create a parallel version of the Graduate Council Policies & Procedures document. Jennifer Baker is assisting that Council in their efforts. Deanna volunteered to follow up on their progress.

Faculty Council Survey

Jamie distributed the latest version of the survey in progress. Council members are asked to review and send ideas and comments to Jamie. There was a suggestion that there be an option to

provide the respondent's college and/or rank. There was also some discussion about whether to provide the survey on the web as well as or instead of paper. Deb volunteered to look into that option.

Committee on Committees

Jamie reported that some FC Council and committee members have agreed to extend their terms for one more year in an effort to retain some history of the group's activities. A motion was made and approved to instruct the Chairs of this year's FC councils/committees to submit names for membership for the 2005-2006 academic year.

The By-laws committee was asked to check the FC governance document with regard to committee membership, length of terms, and size to make sure we remain in compliance with the charter.

COB representation on Faculty Council

Vacancies exist on the Council for COB members. Bill reported that he attempted to contact the Dean of COB via email and phone during the semester break. It was suggested that FC also contact the COB College Council Chair, Jerry Lander.

New Business

General Education Requirements

A committee on the Tampa campus is reviewing general education requirements. They requested a representative from USFSP. Dean Durand will appoint someone to serve and let us know who that individual is. A suggestion was made that this person may be someone on the Undergraduate Committee from CAS or an addition to that committee. Since the representative is needed now it was agreed to let CAS appoint a person and the necessary liaisons would then be determined.

Voting

Deanna brought up a concern about "double voting." When a faculty member belongs on his or her college council and on another governance body such as Graduate Council, Undergraduate Council, or the campus Tenure & Promotion Committee, s/he could actually vote twice on an application or issue of some kind. Discussion followed as to what is the ethically appropriate action i.e. does one vote twice or vote once at the lower level and then abstain at the higher, etc. It was agreed that the appropriate course of action should be in writing so everyone is clear on what to do and maintain consistency.

College Reports

College of Education

Annual reviews are ongoing. Bill described the annual review process in his college. Summer assignments based on enrollment are also being planned.

College of Business: No representation

College of Arts and Sciences:

Ambe reported that while being happy for Mark, the college was sad to be losing its Dean. Annual reviews are ongoing. There is a search underway for a faculty member in the Environmental Science and Policy group.

Library:

Annual reviews have been completed. There is an ongoing search for a library faculty member to serve as Head of the Collection Development and Technical Services Department.

Next meeting

April - TBA

Prepared by Deb Henry