

10-5-1990

## USFSP Faculty Advisory Committee Meeting : 1990 : 10 : 05 : Minutes

University of South Florida St. Petersburg. Faculty Senate.

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## FAC Minutes

October 5, 1990

Present: H. Deer, S. Helton, T. Mieczkowski, T. Neville, B. Fowler, T. Hancock, J. Gaines

Absent: H. Schaleman, J. Gaines

Guests: M. Hewitt, M. Killenberg

The meeting was called to order at 2:00 p.m.  
Minutes of the previous meeting were read and approved.

### Old Business:

After a discussion regarding the policy of handling renewal of materials by faculty and how they are processed on the Tampa Campus, a motion was made by T. Mieczkowski and seconded by S. Helton to retain current renewal policies of bringing materials back to the library twice a year for renewal and extending due dates. The motion passed by acclamation.

T. Neville reported that plans exist for Archive space in the new library. A motion, by S. Helton and second by T. Hancock requesting for file space in a secretary's office to hold FAC records since files are beginning to gather in volume, was passed. The committee directed Chair, H. Deer to file all relevant records and materials in this designated file. H. Deer suggested that these files be placed in Ann Terrill's office at the present time. A discussion regarding the prioritizing of travel requests resulted in recommending that all first trip requests receive top consideration and should be funded whether the person is a junior or senior faculty member.

### New Business:

M. Killenberg answered questions and concerns from the FAC regarding the revisions of the Five Campus Task Force Planning Report, the St. Petersburg faculty document and its revisions. These deliberations led to the need for another meeting which was scheduled for Wednesday, 2:00 p.m. on October 10th to discuss the document at length. Concerns focused on the role of program coordinators and the language defining procedures in tenure and promotion.

M. Hewitt presented a sample of an elaborated form of the existing faculty evaluation form used to in student evaluation of faculty. Her reasons were that the present form does not provide her with enough information about her teaching. She requested that the FAC consider a change in the form. This matter was referred to the next meeting.

The next meeting was scheduled for October 31, 1990 at 2:00 p.m.