

11-29-2018

# College of Business Council Meeting : 2018 : 11 : 29

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**USFSP Kate Tiedemann College of Business  
College of Business Council  
Meeting Minutes**

**Thursday, November 29, 2018, 11:00 AM, LPH 323**

**Active Members:** Tom Ainscough, Carl Pacini, Wei Guan, Dan Marlin (chair), Hemant Merchant, Han Reichgelt, Rick Smith

**Members in Attendance:** Tom Ainscough, Carl Pacini, Wei Guan, Dan Marlin, Han Reichgelt

**Absent with Notice/Regrets:** Rick Smith, Hemant Merchant

**Guests:** None

**Old Business**

1) Discuss Results of Voting on Faculty Petitions

The results of the voting (ballot and petitions are attached) on the faculty petitions is as follows:

Petition 1 - 6 Yes and 19 No

Petition 2 - 6 Yes and 20 No

Petition 3 - 21 Yes and 5 No

Petition 4 - 2 Yes and 23 No

Petition 4b - 20 Yes and 6 No

Petition 5 - 21 Yes and 5 No

Petition 6 - 18 Yes and 7 No

The above voting results were discussed. Petitions 1, 2, and 4 were not approved. Petitions 3, 4b, 5 and 6 were approved. The language from petition 4b will replace existing language in our governance document. The language from petition 6 will be deleted from our governance document. Petition 5 does not affect our governance document. Petition 4 was discussed in some detail and it was decided that the current CBC will serve as the small committee that will review the entire KTCOB governance document. This process will start immediately.

2) Minutes from our October 4<sup>th</sup> meeting were approved. (Yes-5, No-0, Abstain-0).

**New Business-**None

**Other Business-**None

**Adjournment at 11:45 a.m.**

**Next Meeting – tbd.**

**Faculty Petition Voting – Deadline is Friday October 19<sup>th</sup> at 5pm**

**Petition 1 – Formation of Faculty Search Committees**

- a) The Chair of the CBC, with the approval of the Council Members and the Dean, shall determine the membership and chair of each ad hoc faculty search committee.
- b) For faculty hires, The Chair of the CBC, with the approval of the Council Members and the Dean, shall determine the membership and chair of each ad hoc faculty search committee. In the event that the ad hoc committee is not approved by both the dean and the council, the dean shall appoint the chair of the committee and the council shall appoint the committee members.

**The CBC recommends a vote of NO on this petition.** This language and the current language in our KTCOB governance document concerning faculty search committees is inconsistent with university HR policies and with university regulations. Rationale is included in Petition 6.

**Vote on Petition 1:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Petition 2**

Instructors will be eligible to serve on CBC.

**The CBC recommends a vote of NO on this petition.** Petition 4b includes language on allowing instructors to serve on the CBC.

**Vote on Petition 2:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Petition 3**

Establishment of a small committee to review the entire KTCOB governance document

**The CBC recommends a vote of YES on this petition.**

**Vote on Petition 3:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Petition 4**

CBC shall consist of one member of each department, as well as two at-large members.

**The CBC recommends a vote of NO on this petition.** Petition 4 was amended to allow instructors to serve on the CBC. See Petition 4b below.

**Vote on Petition 4:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Petition 4b**

CBC shall consist of one member of each department, as well as two at-large members. Instructors can serve as at-large members.

**The CBC recommends a vote of YES on this petition.**

**Vote on Petition 4b:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Petition 5**

All authority to rank/rate journals not listed or ranked by the Australian Business Deans' Council (ABDC) journal ranking is transferred and reposed in the KTCOB Annual Review and Awards Committee for all purposes, including for conducting annual reviews (Original Language).

**The CBC recommends a vote of YES on this petition.**

**Vote on Petition 5:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Petition 6**

Removes reference to search committees as being ad hoc committees of the CBC.

**The CBC recommends a vote of YES on this petition.** Rationale is included on petition.

**Vote on Petition 6:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

Motion:

I would like to make a motion to amend the wording of the KTCOB Faculty Governance Document to change the process for the creation of a faculty hire search ad hoc committee. I am presenting two options for us to consider. The amendments are attached.

Reason:

It has been suggested that the language in our current governance document oversteps the faculty's authority in relation to faculty searches. The amendment seeks to resolve this problem. The A version would reflect a true shared governance approach but could cause gridlock if the Council and Dean could not agree. The B version adds additional wording to resolve this conflict, should it arise.

Signatures:

1) W. M. Sinclair

2) Jes S

3) Maura L. Cabon Garcia

4) Nancy F. Howell

5) Carl Pasini

6) Debra J. Sinclair

7) [Signature]

8) [Signature]

9) Patricia G

10) Mark Smith

# A

## **Ad Hoc Committees**

Purpose: Ad Hoc Committees may be created by the CBC to address a narrow and specific focus of interest to the faculty. For example, all search committees for faculty hires will be Ad Hoc committees of the CBC.

In creating an Ad Hoc committee, the CBC will specify (1) the goals, scope, and objectives of the Ad Hoc Committee; (2) its Chair and members; and (3) any other pertinent parameters required.

### **Creation of Ad Hoc Committees**

(1) The College of Business Council may appoint Ad Hoc Committees as deemed necessary to consider matters not already assigned to Standing Committees.

(2) The Council Chair, with the approval of the Council members, and in consultation with the Dean, shall determine the membership and chair of each Ad Hoc Committee. **FOR FACULTY HIRES, THE COUNCIL CHAIR, WITH THE APPROVAL OF THE COUNCIL MEMBERS AND THE DEAN, SHALL DETERMINE THE MEMBERSHIP AND CHAIR OF EACH AD HOC (FACULTY SEARCH) COMMITTEE.**

(3) The Dean may request the appointment of a Council Ad Hoc Committee. Such requests shall be submitted to the Council Chair and shall be subject to approval by a majority of the Council.

(4) The Dean and other Academic Officers may serve as voting members and chairs of ad-hoc committees.

# B

## **Ad Hoc Committees**

Purpose: Ad Hoc Committees may be created by the CBC to address a narrow and specific focus of interest to the faculty. For example, all search committees for faculty hires will be Ad Hoc committees of the CBC.

In creating an Ad Hoc committee, the CBC will specify (1) the goals, scope, and objectives of the Ad Hoc Committee; (2) its Chair and members; and (3) any other pertinent parameters required.

## **Creation of Ad Hoc Committees**

(1) The College of Business Council may appoint Ad Hoc Committees as deemed necessary to consider matters not already assigned to Standing Committees.

(2) The Council Chair, with the approval of the Council members, and in consultation with the Dean, shall determine the membership and chair of each Ad Hoc Committee. **FOR FACULTY HIRES, THE COUNCIL CHAIR, WITH THE APPROVAL OF THE COUNCIL MEMBERS AND THE DEAN, SHALL DETERMINE THE MEMBERSHIP AND CHAIR OF EACH AD HOC (FACULTY SEARCH) COMMITTEE. IN THE EVENT THAT AN AD HOC (FACULTY SEARCH) COMMITTEE IS NOT APPROVED BY BOTH THE DEAN AND THE COUNCIL, THEN THE DEAN SHALL APPOINT THE CHAIR OF THE COMMITTEE AND THE COUNCIL SHALL APPOINT THE COMMITTEE MEMBERS.**

(3) The Dean may request the appointment of a Council Ad Hoc Committee. Such requests shall be submitted to the Council Chair and shall be subject to approval by a majority of the Council.

(4) The Dean and other Academic Officers may serve as voting members and chairs of ad-hoc committees.

Motion:

I would like to make a motion to amend the wording of the KTCOB Faculty Governance Document to allow instructors to serve on the College of Business Council. The amendment is attached.

Reason:

The reason for the change is to give instructors the opportunity to serve the college in an equal capacity to the other full-time faculty in the KTCOB. Many instructors have expressed an interest in being considered to serve on the College of Business Council, the highest level of governance in KTCOB.

Signatures:

- 1) W.M. Sinclair
- 2) [Signature]
- 3) Nicki Powell
- 4) Maura J. Cuban Sacun
- 5) Carl Pacini
- 6) [Signature]
- 7) Debra J Sinclair
- 8) [Signature]
- 9) Patricia Han
- 10) Martina Shum



## College of Business Council

The College of Business Council (CBC) constitutes the principal academic body that advises the Dean regarding the academic programs of the college and sets policy on matters affecting faculty committees. The CBC also makes recommendations to the Dean on matters concerning the faculty. These matters include, but are not limited to: tenure and promotion; faculty performance review; institutional planning and recruiting; and allocation of resources. The CBC operates according to principles of shared governance with the college administration and serves as the main channel of communication between the faculty and the administration. Upon request by either the Dean or the CBC chair, the Dean or a representative of the Dean may attend meetings of the CBC to discuss the academic policies and procedures of the college. The voting membership of the CBC consists of at least four (4) tenured members of the College Faculty, each from a different discipline. All disciplines reserve the right to voting representation on the CBC at any time. If a discipline is not represented on the CBC, the CBC chair is expected to inform that discipline's faculty of any events or issues which may affect the discipline. If a tenured faculty member is not eligible from the discipline, then a tenure-track faculty member **OR INSTRUCTOR** is eligible to serve. Academic discipline representatives are elected by a vote of the College Faculty from within the discipline. For purposes of this vote, the College Faculty does not include Academic Officers.

In light of various developments, including the proposed re-organization of the Kate Tiedemann College of Business, we propose that faculty establish a 5-person committee to critically review the College of Business Governance Document. In particular, we suggest that the committee review

1. The clause entitled Academic Officers.  
According to the clause as it stands, department chairs would not be classified as academic officers.
2. The clause entitled College of Business Council  
Currently membership of College of Business Council (CBC) is defined according to discipline. With the proposed reorganization, it might be preferable to define membership along departmental lines. The committee may also wish to consider whether there is a need for a separate College of Business Council. The Bylaws to the Charter of the Faculty Senate of the University of South Florida St Petersburg state that eligibility and size is determined by the colleges. The Kate Tiedemann College of Business could therefore in principle decide that the Council consists of all faculty within the college, except for academic officers.
3. The clause on Ad Hoc Committees  
The clause currently states that faculty search committees are ad hoc committees of the CBC, and that membership, including the chair, is therefore specified exclusively by CBC. Since the Dean continues to be the hiring authority for faculty, it seems reasonable to ensure that the Dean is involved in the composition of faculty search committees as well. It may be preferable to add a separate clause on faculty search committees and not to subsume such committees within the clause on Ad Hoc Committees.
4. The description of the various Standing Committees  
While the description of the responsibilities of the various standing committees seems clear, the actual process by which standing committees communicate with CBC and the faculty in general are not. The committee is asked to determine whether this issue is best resolved through a revision of the governance document or through the creation of a separate procedure manual.
5. Any other issues as identified by the committee.

Signed:

Debra A. Skelton

Gregory Tronchin

Richard B. Smith

John R. Gurne

Michael J. ...

Wesley ...

Carl Pacini

Michael ...

Chandray ...

Ami ...

Vasud ...

**CBC petition to change composition of CBC membership to be consistent with new KTCOB structure.  
To go into effect for Spring 2018 elections for Fall 2018 membership.**




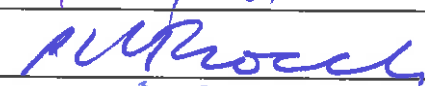






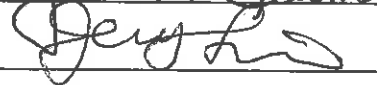
The College of Business Council (CBC) constitutes the principal academic body that advises the Dean regarding the academic programs of the college and sets policy on matters affecting faculty committees. The CBC also makes recommendations to the Dean on matters concerning the faculty. These matters include, but are not limited to: tenure and promotion; faculty performance review; institutional planning and recruiting; and allocation of resources. The CBC operates according to principles of shared governance with the college administration and serves as the main channel of communication between the faculty and the administration. Upon request by either the Dean or the CBC chair, the Dean or a representative of the Dean may attend meetings of the CBC to discuss the academic policies and procedures of the college. The voting membership of the CBC consists of at least four (4) tenured members of the College Faculty, each from a different discipline. If a tenured faculty member is not eligible from the discipline, then a tenure-track faculty member is eligible to serve. Academic discipline representatives are elected by a vote of the College Faculty from within the discipline. For purposes of this vote, the College Faculty does not include Academic Officers. The voting membership of the CBC consists of five tenured members of the College Faculty – one faculty member from each of the three departments plus two at-large faculty from the College as a whole. Departmental representatives are elected by a vote of the College Faculty from within the department. At-large representatives are elected by a vote of all College Faculty. For purposes of this vote, the College Faculty does not include Academic Officers.

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| 1. <u>Th. Vella</u>                  | 2. <u>Peter Trovati</u>             |
| 3. <u>Richard B. Smith</u>           | 4. <u>John R. Lum</u>               |
| 5. <u>Colleen Goffis</u>             | 6. <u>Carol Kuhn</u>                |
| 7. <u>[Signature]</u>                | 8. <u>[Signature]</u>               |
| 9. <u>Carl Pacini</u>                | 10. <u>[Signature]</u>              |
| 11. <u>[Signature]</u>               | 12. <u>W. M. Mullett</u>            |
| 13. <u>Tom Ainsworth (via email)</u> | 14. <u>Scott Geiger (via email)</u> |
| 15. <u>[Signature]</u>               | 16. _____                           |
| 17. _____                            | 18. _____                           |
| 19. _____                            | 20. _____                           |

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CBC petition to change the composition of CBC membership to be consistent with the new KTCOB structure.

The College of Business Council (CBC) constitutes the principal academic body that advises the Dean regarding the academic programs of the college and sets policy on matters affecting faculty committees. The CBC also makes recommendations to the Dean on matters concerning the faculty. These matters include, but are not limited to: tenure and promotion; faculty performance review; institutional planning and recruiting; and allocation of resources. The CBC operates according to principles of shared governance with the college administration and serves as the main channel of communication between the faculty and the administration. Upon request by either the Dean or the CBC chair, the Dean or a representative of the Dean may attend meetings of the CBC to discuss the academic policies and procedures of the college. ~~The voting membership of the CBC consists of at least four (4) tenured members of the College Faculty, each from a different discipline. If a tenured faculty member is not eligible from the discipline, then a tenure-track faculty member is eligible to serve. Academic discipline representatives are elected by a vote of the College Faculty from within the discipline. The voting membership of the CBC consists of five members of the College Faculty – one tenured faculty member from each of the three departments plus two at-large faculty from the College as a whole. Instructors are eligible to serve as at-large members of the CBC. Departmental representatives are elected by a vote of all College Faculty from within the department. At-large representatives are elected by a vote of all College Faculty. For purposes of this vote, the College Faculty does not include Academic Officers.~~

- |   |  |
|---|--|
| 1.   | 2.    |
| 3.   | 4.   |
| 5.   | 6.   |
| 7.   | 8.   |
| 9.   | 10.  |
| 11.  | 12. _____  |
| 13. _____   | 14. _____  |
| 15. _____   | 16. _____  |

5

**PETITION TO TRANSFER AND PLACE AUTHORITY TO RATE/RANK JOURNALS NOT LISTED OR RANKED IN THE AUSTRALIAN BUSINESS DEANS' COUNCIL (ABDC) RANKINGS TO/IN THE ANNUAL REVIEW AND AWARDS COMMITTEE (ARAC)**

We, the undersigned, who are members of the Kate Tiedemann College of Business faculty, hereby propose that all authority to rank/rate journals not listed or ranked in the Australian Business Deans' Council (ABDC) be transferred and reposed in the KTCOB Annual Review and Awards Committee for all purposes, including annual reviews. The placement of such authority in one KTCOB committee would make KTCOB committee operations more efficient and streamlined.

1. Carl Pacini
2. [Signature]
3. Jerry Lo
4. [Signature]
5. [Signature]
6. Rick Smith
7. [Signature]
8. Kevin P. Howell
9. Pugetroceha
10. [Signature]

6

**Petition:**

Remove the underlined sentence from the section entitled "Ad Hoc Committees" on page 6 of the KTCOB Governance Document:

Purpose: Ad Hoc Committees may be created by the CBC to address a narrow and specific focus of interest to the faculty. For example, all search committees for faculty hires will be Ad Hoc committees of the CBC. In creating an Ad Hoc committee, the CBC will specify (1) the goals, scope, and objectives of the Ad Hoc Committee; (2) its Chair and members; and (3) any other pertinent parameters required

**Rationale:**

While faculty obviously have an interest in hiring new faculty members, it is hard to argue that this is solely the responsibility of faculty. Moreover, making search committees for faculty hires ad hoc committees of CBC implies that the CBC determines the goals, scope and objectives of any faculty search committee and identifies the chair and members. This is inconsistent with the Roles and Responsibilities as specified by the Division of Human Resources, which explicitly state that the hiring authority is responsible for determining the composition and size of any search or screening committees and appoints the chair (<https://usfweb.usf.edu/human-resources/resources/showfile/1/73>).

There is no risk that not giving faculty direct responsibility for the creation of search committee means that faculty will not have any input in faculty hiring decisions as USF Regulation USF10.102 clause (2)(a) (<http://regulationspolicies.usf.edu/regulations/pdfs/regulation-usf10.102.pdf>) states that

No faculty appointments at Lecturer, Instructor, Assistant Professor, Associate Professor, and Professor, or equivalent Librarian levels, will be made without full consultation with, and majority approval of, the faculty members in the relevant department or unit in accordance with the governance document of the department concerned.

**Signatures:**

*Th. Gelf*

*[Signature]*  
*Rebecca L. Hill*  
*[Signature]*

*[Signature]*  
*[Signature]*

*Richard B. Smith*  
*John R. Hum*  
*Carl Pacini*  
*[Signature]*  
*[Signature]*