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USFSP Faculty Senate Meeting : 2014 : 10 : 03 : Minutes

University of South Florida St. Petersburg. Faculty Senate.

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University of South Florida St Petersburg
Faculty Senate – Minutes
October 3, 2014

Meeting called to order: 1:33 p.m.

Present: Mark Pezzo, Dan Marlin, Deb Henry, Ella Schmidt, Wei Guan, Deanna Michael
Guests: Sophia Wisniewska, Han Reichgelt

Agenda distributed – Approved

Minutes from September 5, 2014 – Approved without revision

Minutes from May, 2014 – Approved without revision

The review of the May minutes inspired two follow-up discussions. 1) Wei Guan provided a short summary of the process and timetable of the most recent mid-tenure review and announced that all reviews have been completed. 2) The rubric used by the Research Council requires a revision.

Action: Remind the Research Council that the rubric used in grant applications needs to be revisited.

Action: Senate will advise Deans and unit administrators to adhere to dates regarding mid-tenure, tenure and promotion reviews.

Administrative Reports

Chancellor Sophia Wisniewska:

- Continuing to seek funding for COB, e.g. making a request to BOG for \$12.3 M. The building project is 50% funded so it is in a good position. There may be some hard work ahead but the outcome is optimistic.
- COB Dean Search – taking recommendations for search committee; a firm has been selected. The search will start soon.
- Moving forward with strategic plan; looking for volunteers. Interested faculty should email Chitra Iyer or Amy Harcar if they would like to volunteer.
- T&P revisions – Hope to form a committee soon after the Strategic Planning work groups are established; recommendations welcome for that committee.
- NCATE certification comes up this year; team visit scheduled in a few weeks. This important process is on track and was described as a “real faculty process” by COE Senators.

RVCAA Han Reichgelt:

- Trying to take on Banner to get appropriate control; Steve mentioned one of the problems related to lack of control.
- Systematic calendar needed for all deadlines, etc.
- Student Success Team – looking at summer student program and the data; considering if USFSP should offer a course like that for all students. Such an action would be a faculty decision. Also consider if similar course could be offered to transfer students.
- Excess credit hours (graduating with more than 120 hours): most are transfer students from SPC w/ 60+ hours. As this is detrimental to USFSP, this is being investigated to explore solutions.
- Status of ongoing searches: Institutional Research (IR) position search is completed almost, expect a signed contract soon. The Research Administrator search is starting; good candidates in pool. The search committee for Director for DL is bringing in candidates for interviews.
- Status of merit raise: still reviewing data but hope to move forward
- Transfer student “black hole” – investigating if the degrees sought are in areas of strategic importance.

Discussion:

The Chancellor suggested a larger faculty meeting be called to explain metrics relating to retention. Senator Pezzo agreed & added that many faculty do not know or are not aware and should be; only retention that counts is first time in college. Metrics won't change even if political leadership changes. IR could be generating reports for departments. Need systematic schedules so students can count on taking courses for long range planning. USFSP needs more control, its own codes in "Degree Works".

Action items

A) Strategic Planning Work groups – encourage faculty to participate work groups; contact Chitra Iyer or Amy Harcar.

Action: Confirm who in the faculty are already serving

B) Student Success committee – need faculty representation; Retention committee (separate from bold goal groups) also needs representation. Steve recommended that any committee perceived as important the Senate should determine faculty participation, e.g. Faculty Excellence committee need a balance of professors & librarians representing all ranks.

C) Report on committees:

Deanna proposed that the Senate considering adding the RVCAA as ex-officio member to the Graduate Council and the Undergraduate Council. A discussion followed.

Motion: The Senate strongly requests that the chairs of the Undergraduate and Graduate Councils invite the RVC AA to meetings.

Deb raised a question about the length of terms for Senate Council & Committees. Deanna could only verify that the Senate is a 3-year term.

Meetings of Councils and Committees: There has been a lack of communication about meeting times. Discussion of some ways that the committees could try to announce meeting dates and times followed.

Action: Mark will talk to Campus Web folks about a place to post meeting details.

Motion:

Faculty Senate strongly recommends that each Council and Committee establish a year-long meeting schedule and advertised campus wide. Non-regular meetings should be advertised well advance.

Mark 2nd approved

D) T&P membership – elections have been conducted by colleges and representatives named. At-large positions are named by administration.

E) Promotion to full Professor – **Tabled**

F) Future guests – Helen Levine will attend the November meeting

Old Business

A) Senate Vice President –**Tabled**

B) Senate DL Committee

Deanna reported that Carol Hixson would welcome an academic committee. She recommended that there be one cross-over member between the administrative committee and the Senate committee. Academic issues were discussed.

Action: Dan Marlin and Steve Lang will draft a charge to get started.

C) T&P Guidelines

Deanne distributed the latest version of the USFSP T&P procedure, a 2004 document approved by entire faculty. The Campus application was revised in 2008. Senators were asked to take this procedure back to their Councils for review. Revisions will start from here.

Steve mentioned that some BOT changes may affect T&P eventually, namely two policies. 1) Independent level review – the same language cannot be reused up the chain of command. The Tampa Provost is checking this and rejecting applications on that basis. 2) At unit level, criteria should be reviewed every 5 years. It is highly recommended that specific criteria be mentioned in narrative. If there are no criteria mentioned, it raises flags. Units must have clear expectations and processes.

Tabled items

Library Faculty Council

Deb shared letter that was presented to the Dean of the Library and through the Dean, to the RVCAA. As a point of information, the Library Council wished to inform the Senate of an event that occurred last spring surrounding an administrative request for citation research. The Senate members expressed support for the library faculty position and believed the letter was the correct approach to resolve the issue in the future.

October 14 Senate President's presentation to Campus Board

Please send any topics to Deanna via email

New Business

- Faculty serve as Marshalls at Commencement, 12/14/2014. Robes will be distributed by Academic Affairs.
- Outstanding Graduate – selection will be made at November meeting.
- Communications – Senators should be reporting to their respective colleges. Please ensure that this gets done
- There are volunteer opportunities on two System Faculty Council committees. These committees are part of the new Collective Bargaining Contract. Student participation in the current method of instructional evaluation is very low.
 - Intellectual Property
 - Faculty Instructional Surveys
- Administrator review at USFSP – **Tabled** (November)

Reports

A) System Faculty Council

Deanna will supply a report on how USF Tampa revised their T&P process guidelines.

b) UFF

Steve encouraged everyone to attend the October 17 UFF meeting on the USFSP campus. He also briefed the group on the Union's efforts during the recent negotiations. Anyone interested in more details can speak with Steve.

Future Meetings

- November 7, 2014 1:30 PM Bayboro 220
- December 5, 2014 1:30 PM Bayboro 220
- January 9, 2015 1:30 PM Bayboro 220 (second Friday of January)
- February 6, 2015 1:30 PM Bayboro 220
- March 6, 2015 1:30 PM Bayboro 220
- April 3, 2015 1:30 PM Bayboro 220
- May 1, 2015 1:30 PM Bayboro 220

Meeting Adjourned: 3:40 p.m.

Respectfully submitted,

Deborah Henry, Secretary

Summary:

Action: Remind the Research Council that the rubric used in grant applications needs to be revisited.

Action: Senate will advise Deans and unit administrators to adhere to dates regarding mid-tenure, tenure and promotion reviews.

Action: Confirm who in the faculty are already serving on Strategic Planning committees.

Action: Mark Pezzo will talk to Campus Web folks about a place to post council and committee meeting details.

Action: Dan Marlin and Steve Lang will draft a charge for a Senate Distance Learning Committee.

Motion: The Senate strongly requests that the chairs of the Undergraduate and Graduate Councils invite the RVC AA to meetings. Lang made the motion, Pezzo 2nd, all approved

Motion: Faculty Senate strongly recommends that each Council and Committee establish a year-long meeting schedule and advertised campus wide. Non-regular meetings should be advertised well advance. Marlin made the motion; Pezzo 2nd, all approved

Tabled:

- Senate Vice President Election
- Promotion to full Professor
- Administrator review at USFSP