AGENDA
USF HONORS AND AWARDS COUNCIL MEETING
Monday, March 16, 2015
2:30-4:30 p.m., ALN 216

1. Call to Order

2. Review and Approval of Minutes from January 20, 2105

3. Discussion of Distinguished Service Award Candidate
   a. Jennifer Collins (CAS)

4. Discussion of Jerome Krivanek Distinguished Teacher Award Candidate
   a. Joseph Vandello (CAS)

5. Review of Revised Checklists

6. Continued Discussion of Kosove Graduate Award

7. Other Business

8. Adjourn

Conference call information: Conference Bridge Number 813-974-7700
Participant Security Code is 780431
USF HONORS AND AWARDS COUNCIL
MINUTES
March 16, 2015
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Present: Kamila Dell, Melanie Griffin, Johanna Lasonen, Melissa Shelton, Michael Teng,
Lei Wedge, Marzenna Wiranowska

Call In: Celia Lescano

Ballots Submitted: Mariaelena Bartesaghi, Razvan Teodorescu

Chair Teng called the meeting to order at 2:40 p.m. Melissa made a motion to approve the
minutes as written from the meeting of January 20, 2015. Melanie seconded the motion which
unanimously passed.

DISCUSSION OF DISTINGUISHED SERVICE AWARD CANDIDATE

The HAC received only one nomination for this award, and it was for Dr. Jennifer Collins from
the College of Arts and Sciences. After an extensive discussion of her qualifications, there was a
call to question. Chair Teng called for a vote. The council voted 4 in favor of granting the
award to Dr. Collins and 6 voted to deny. Dr. Collins will not be recommended as the recipient
of this year’s Distinguished Service Award, but encouraged to reapply.

DISCUSSION OF JEROME KRIVANEK DISTINGUISHED TEACHER AWARD CANDIDATE

Dr. Joseph Vandello from the College of Arts and Sciences was the only candidate for this
award. After reviewing and discussing his qualifications, there was a call to question. Chair
Teng called for a vote. The council unanimously voted in favor of recommending Dr. Vandello
as the recipient of this year’s Jerome Krivanek Distinguished Teacher Award. Chair Teng will
present the recommendation to the Faculty Senate Executive Committee and the Faculty Senate
at their April meetings.

REVIEW OF REVISED CHECKLISTS

The council was provided with revised award checklists indicating that in order to
administratively make all of the packets look the same the checklists should be located after the
Notification of Nomination form in the nomination packets. Other changes included changing
item #7 of the honorary degree nomination guidelines to read “No award will be considered final
and official until it has been approved by the President and accepted by the nominee and
formally conferred by the President of the University.” All other award decisions by the council
will be transmitted as recommendations to the Provost.
CONTINUED DISCUSSION OF KOSOVE DISTINGUISHED GRADUATE TEACHING AND SERVICE AWARD

Chair Teng announced that he has had no response from the Kosove Society regarding this issue; therefore, it was tabled.

OTHER BUSINESS

a. Generating More Nominations

Discussion was held about how to generate more interest in the awards and to encourage more nominations. Suggestions included the following: college-level awardees could be feeders for these awards; shorten the application process such as reducing appendices to 25 pages; work with college faculty councils to disseminate award information; council members could assume more responsibility in disseminating the information within their own colleges, such as making presentations at department/college meetings; ask Senators to disseminate information within their colleges; provide deadlines to council members for dissemination; post deadlines on the Faculty Senate web site; and spreading out deadlines for the spring. There seems to be confusion among faculty about how and when to apply for all the awards available to them on campus and how to find out information on what is available. Ann will work with the Provost’s Office to update its link to Faculty Senate awards (http://www.usf.edu/provost/faculty-info/faculty-awards.aspx). (Update: Michael contacted Entela and the Faculty Senate awards link for the Provost’s Office has been updated. He found a similar problem at the USF Health Faculty Affairs site and had that fixed as well.)

b. Service Requirements

Discussion was held regarding the service requirements for the Distinguished Service Award. It was suggested that the evaluation rubrics for the award be updated to include the past 5 years of service, as well as asking for significant international service. The other award documents will be revisited to check for service requirements.

The council also discussed candidates applying for more than 2 service awards in the same year. It was agreed that candidates cannot apply for a Kosove award, plus one of the other service awards, in the same year. A statement to this effect will be added to the guidelines for the two Kosove awards.

Chair Teng, Co-Chair Griffin, and Ann will put together these suggestions to send to the council members for comments.

c. Chair Elect

As incoming chair for 2015-2016, Melanie asked for a volunteer to be chair-elect. No one stepped forward so Melanie will be contacting eligible members by e-mail.

There being no further business, the meeting was adjourned at 4:05 p.m.