USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
October 4, 2017
3:00 – 5:00 p.m., Marshall Student Center 3700

1. Call to Order, Review of Agenda (2 minutes)

2. Approval of Minutes from July 12, 2017 Meeting (2 minutes) (action item)

3. Textbook Affordability Workgroup – Todd Chavez, Moez Limayem (25 minutes)

4. Reports by Officers and Council Chairs (1 hour)
   a. Standing Council Recommendations – Rick Will (action item)
   b. Honorary Degree Recommendations – Barbara Hansen (action item)
   c. Officer Vacancies – Jim Garey/Matthew Knight
   d. General Education/Undergraduate Enhancement – Kyna Betancourt, Jill Roberts
   e. Discussion of Senate Appointment Process – Jim Garey, Matthew Knight, Drew Smith
   f. Publications Council Chair – Rick Will
   g. Athletics Council – Tim Boaz

5. Old Business

6. New Business
   a. Proactive Senate Items – All (10 minutes)

7. Report from Senior Vice Provost Dwayne Smith (10 minutes)

8. Report from USF System Faculty Council President Jim Garey (5 minutes)

9. Other Business from the Floor (5 minutes)

10. Adjourn

Next scheduled meeting: November 1, 2017
Present: Kyna Betancourt, Tim Boaz, Nancy Cunningham, Jim Garey, Barbara Hansen, Matthew Knight, Steve Permut, Jill Roberts, Alicia Rossiter, Oma Singh, Drew Smith, Rick Will

Provost’s Office: Terry Chisolm, Dwayne Smith

Guests: Todd Chavez, Moez Limayem, Bill Cummings

President Jim Garey called the meeting to order at 3:00 p.m. A motion was made, seconded, and unanimously passed to approve the Minutes from the meeting of July 12, 2017.

TEXTBOOK AFFORDABILITY PROJECT – Todd Chavez, Moez Limayem

As co-chairs of the Textbook Affordability Project (TAP), Dr. Limayem and Mr. Chavez attended today’s meeting to express to the Senate Executive Committee (SEC) the need and desire for faculty feedback and input on textbook affordability. There will be a task force comprised of faculty to decide what to do next, thereby putting the project into faculty hands. At this time, the following overview of Textbook Affordability at USF was presented:

• Background: Regulations and Recommended Strategies
• Non-Regulatory Drivers
• USF System Adoption Compliances: Challenges
• USF Tampa Textbook “Ecosystem”
• Adaptive Learning Platforms (AKA “Codes”)
• PBF Metric 3 and Textbook Costs
• Existing Textbook Affordability Initiatives
• USF’s New Textbook Affordability Initiatives
• Ways to help with the project
• What can a faculty committee do to help?

After the overview, a discussion resulted around the following issues:

• Although ideas are out there, faculty help is needed to see what really is the best way forward.
• Can we find out how much students use a textbook by including a question on the course evaluation at the end of the semester?
• Will there be a mandatory or voluntary policy?
• Who will be looking at this issue?
• What does an incentive look like? How can it be made easy for the faculty member so that it is second nature?
Vice Provost Chisholm reported that the BOG has accepted the TAP proposal. She added that now that the BOG has decided what it wants, it is time to look at it from the local level; i.e., a workgroup.

Dr. Limayem commented that he is in favor of the initiative going back to the Faculty Senate for a formal vote of support.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Standing Council Recommendations – Rick Will

On behalf of the Committee on Committees (COC), Chair Will presented a slate of nominees to fill vacancies on the Faculty Senate Standing Councils. The slate came with a motion from the COC to approve. There was no discussion, and the motion unanimously passed. The slate will be forwarded to the Faculty Senate at its October meeting for consideration and approval.

b. Honorary Degree Recommendations – Barbara Hansen

The Honors and Awards Council (HAC) met in late September to discuss the dossiers of the two honorary degree nominations received for the fall semester. On behalf of the HAC, Chair Hansen presented the candidates’ credentials and the HAC’s recommendations that Dr. Daniel Libeskind be considered for an Honorary Degree of Architecture and Dr. Alexander Hamilton for an Honorary Doctor of Science. She pointed out that if Dr. Libeskind’s recommendation were approved, his would be the first Honorary Degree in Architecture given by USF. After confirming Dr. Hamilton’s involvement with USF, the motion from the HAC to accept the recommendations unanimously passed. The recommendations will be forwarded to the Faculty Senate at its October meeting.

c. Officer Vacancies – Jim Garey/Matthew Knight

To date, there have been no further volunteers to serve as either Sergeant-at-Arms or Member-at-Large. President Garey is pursuing a change to the Bylaws of the System Faculty Council (SFC) so that these officers can disengage from the requirement to serve as a member of that body.

Graduate Council Chair Steve Permuth offered to serve as one of the ex-officio members of the SFC.

d. General Education/Undergraduate Enhancement – Kyna Betancourt/Jill Roberts

With the development of the General Education Enhancement (GEE) plan, curriculum space has been created. It is now time to assess and enhance undergraduate (UG) major curricula, including the filling of this space. GEC Chair Betancourt presented the status of the GEE plan, covering the currently approved structure and phased implementation.
In addition, she also distributed drafts of GEE student learning outcomes for creative thinking, human and cultural diversity, and information + data literacy. From the UG perspective, UG Council Chair Roberts pointed out that multiple changes to the major curriculum design and enhancement can be done at the same time. However, before there are any updates, a conversation needs to take place about the work involved and the available resources for revamping the undergraduate curriculum. Both council chairs will put together a presentation for the October Faculty Senate meeting.

e. Discussion of Senate Appointment Process – Jim Garey, Drew Smith, Matthew Knight

The paucity of faculty volunteering to serve on the Senate has created an interest in the Senate appointment process. Upon review of the current apportionment system, Parliamentarian Smith observed that there is no way for the exchange of information between Senators and their colleagues and that, in some cases, Senators in some colleges come from the same department. The existing Constitution encourages colleges to work within their departments to apportion Senators so there is representation from as many departments as possible, but perhaps a change in the apportionment from College level to department level might alleviate the problem. The mechanics involved in revamping the apportionment process would be:

- Bylaws change - Article III, A.2. – propose the change
- Constitution changes –
  - Article II.C.3 delete unit allocation
  - Article II. B. – membership – would need to think about academic units as departments or department-equivalent
  - Article II. C. 1. – formulation – review of departments with 1 elected faculty Senator
  - Article II. C. 2. – timing – keep, but Secretary would have to see if there are any new departments, structure, etc., which could come through the Senate under policy 10-055

At this time, Parliamentarian Smith distributed a Senate Membership Draft of a departmental apportionment model. Discussion was held. Under the proposed apportionment, the idea is that the chair of a department might be willing to encourage people to serve. In addition, the department chair would be called upon to fill vacancies when they occur out-of-cycle. Parliamentarian Smith clarified that councils currently have the ability to make such a change in their charge. An area of concern is that the Colleges of Nursing and Medicine have units comprised of several small units. In these situations, the small units could have a Senator-at-Large. Another concern is how to handle faculty unaffiliated with a department. The SEC will continue to work on this. President Garey will ask for feedback from the Colleges of Nursing and Medicine and bring it back to the SEC for further discussion.
f. **Publications Council Chair** – Rick Will

COC Chair Will announced that the Publications Council does not have a chair. Therefore, he will call a meeting of the council and work with it to get someone elected.

g. **Athletics Council** – Tim Boaz

Vice President Boaz revisited the issue of adding the Athletics Council (AC) to the list of Faculty Senate councils for purposes of filling vacancies. He explained that although the AC is a Presidential Council, the Faculty Senate reviewed and approved the charge in 2009. The charge indicates that nominations for faculty to serve on the AC should come from the Faculty Senate. The President would then appoint to the council from among the faculty nominated. Therefore, Vice President Boaz made the following motion:

1. that a page be added to the Faculty Senate web site (with links to the charge and roster) that lists the AC as one of the councils for which it will solicit nominations; and
2. add the AC to the Faculty Senate call for nominations. The motion was seconded.

No further discussion was held. The motion unanimously passed. The issue will be forwarded to the Faculty Senate for review and consideration.

**OLD BUSINESS**

There was no old business for today’s meeting.

**NEW BUSINESS**

a. **Proactive Senate Items**

Vice President Boaz suggested that the SEC and Senate revisit the course assessment issue and create a new slate of questions. The conversation turned to the issue of what Quality Matters (QM) will mean to existing online courses and the development of new online courses. There was some uncertainty as to what QM is; therefore, Dennis Walpole, from Innovative Education, will be invited to a meeting to provide additional information.

**REPORT FROM SENIOR VICE PROVOST DWAYNE SMITH**

Dr. Smith reported that USF is attempting to put together a reach-out program to place scholars from Puerto Rico on campus. Morsani College of Medicine has a program set up for residents. Both programs would be restricted to US citizens. The logistics are being worked out. More discussion will take place at the October BOG meeting on metric 10 and the graduation rate.

**REPORT FROM USF SYSTEM FACULTY COUNCIL PRESIDENT JIM GAREY**

Minutes from these meetings will be provided to the SEC members.
OTHER BUSINESS FROM THE FLOOR

Secretary Knight reminded President Garey that the Faculty Senate web site still needs to find a new location other than on Lib Guides.

There being no further business, the meeting adjourned at 5:00 p.m.