USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
May 2, 2018
3:00 – 5:00 p.m., Marshall Student Center 3700

1. Call to Order, Review of Agenda

2. Approval of Minutes from April 4, 2018 Meeting (action item)

3. Reports by Officers and Council Chairs (20 minutes)
   a. Committee on Committees Membership Process – Rick Will
   b. Syllabus Policy – Nancy Cunningham
   c. Senate Nomination Update – Matthew Knight

4. New Business (20 minutes)
   a. Secretary for Next Year – Jim Garey
   b. Library Council Charge – Jim Garey, Christine Probes

5. Report from Provost Ralph Wilcox (20 minutes)

6. Report from USF System Faculty Council President Jim Garey (15 minutes)
   a. Initial Meeting of Consolidation Task Force News
   b. Documents sent to USFSM and USFSP
      i. Campus Climate
      ii. Predatory Journal Statement

7. Other Business from the Floor (5 minutes)

8. Adjourn

Next scheduled meeting: June 6, 2018 (MSC 4200)
President Jim Garey called the meeting to order at 3:02 p.m. The Minutes from the meeting of April 4, 2018 were approved as corrected.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Committee on Committee Membership – Rick Will

With the new election process in place, there will also be a change in the composition and selection of the Committee on Committees (COC) membership. Discussion was held. It was decided that, using the list of current Senators, Dr. Will will send a message to each individual that they need to nominate/suggest someone from their college to serve on the COC. They will need to run an election from among the Senators for the college and forward the result to the Senate secretary. The Senate Executive Committee (SEC) will conduct an election if there is more than one nominee. Under the new process, the Senate president will select the COC chair.

b. Syllabus Policy – Nancy Cunningham

Ms. Cunningham reported that the syllabus bank will be put online by Dr. Kevin Yee’s office. During the summer, a committee will be created to develop wording and guidelines for a syllabus policy. It was pointed out that guidelines will be created first, followed by the recommendation that a policy on access to syllabi be created sometime in the fall. President Garey has asked the committee to look at department requirements along with AAU policies.

c. Senate Nomination Update – Matthew Knight

Secretary Knight reported that as of today’s meeting, there were only 2 vacancies in Academic Affairs, but eleven in the College of Medicine. A direct mailing to USF Health general faculty will be conducted to solicit more nominations.
d. **Predatory Journal Statement Update** – Jim Garey

Since the statement is considered a living document, it will be reviewed during the summer. The suggestion was made that consideration should be given to adding more members to the ad hoc committee.

e. **General Education Council Report** – Kyna Betancourt

The next meeting of the council will be May 7, after which all of the courses submitted for the second tier of the General Education Pyramid, Intellectual and Practical Skills, will be approved. The council will also vote on what it wants to see on the two highest levels, Ethical Reasoning and Civic Engagement and High Impact Practices. The other two institutions are reviewing the Tampa general education process as they move forward in consolidation. Solicitations for courses for these top two tiers will be distributed campus wide, and proposals for these tiers can be submitted during the summer into early fall.

f. **Tampa Student Technology Fee Committee** – Drew Smith

At a recent meeting, the committee reviewed thirty proposals for which it distributed its budget of 3.5 million dollars. Twenty percent went to wireless on campus. Examples of some of the funded proposals were: replace and upgrade book scanners in the Library; software to assist faculty who want to switch from books to open access; and, Discovery Commons – to add additional technology for students to do more 3D projects. Mr. Smith commented that he is the only faculty member on the committee, in addition to two students. He would like to push for more faculty representation. It was suggested that the chair of the Council on Technology for Instruction and Research be on the committee. President Garey will work with Dr. Terry Chisholm to have another faculty member appointed to the committee.

g. **Undergraduate Council Update** – Jill Roberts

The council’s work is finished for the year. With only seven returning and 1 new member next year, there will be a heavy work load.

h. **Publications Council Report** – Steve Walczak

The council’s work has concluded for the semester. Two proposals were received this year and with the $5,000 from the Provost, one was fully funded and the other partially funded. Fall and spring submission dates will be determined.

i. **Graduate Council Report** – Steve Permuth

Although the work of the council has concluded for the academic year, the chair and co-chair will be available over the summer.
j. **Report from Council on Faculty Issues** – Barbara Lewis

The climate survey has been finalized. It is anticipated that the report will be sent to the SEC during the summer to review.

**NEW BUSINESS**

a. **Secretary for 2018-2019** – Jim Garey

Secretary Knight’s term ends in August. The floor was opened for nominations. President Garey’s nomination of Senator Robin Ersing was the only one received; therefore, the call for nominations was closed. A motion was made and seconded to approve Senator Ersing’s nomination for Senate Secretary for the 2018-2019 AY. The motion unanimously passed.

Dr. Permuth brought up the issue of how to effectively use Emeriti Senators. He asked if the SEC members would think about ways of how to involve these people and tap into their Senate experience. President Garey commented that they be asked to join a council as a way to participate.

b. **Library Council Charge** – Jim Garey, Christine Probes

President Garey and Library Dean Chavez met to discuss the relationship between the Library Council and the Library. President Garey explained to the dean that the charge of the Library Council is to act as advisory to the Library Dean and not as a separate entity. It was agreed that President Garey, Dean Chavez, and Dr. Probes will meet during the summer to decide how best to move forward in terms of the council charge and membership to reflect the changing role of the library. The Library Council charge will be revised to bring it up to date. Parliamentarian Smith pointed out that the librarians on the council represent the Library faculty group. President Garey encouraged all the council chairs to review their respective charges to make sure they are up to date.

**REPORT FROM SENIOR VICE PROVOST DWAYNE SMITH**

The main topic was the consolidation and, particularly, the giving up of accreditation at the other two institutions. Compliance will be of immediate concern once the institutions are back together. The first meeting of the Consolidation Task Force has been held. Dr. Smith reiterated that the task force is advisory only and will make recommendations to the BOT.

A handout of the 114th Commencement Convocation for Spring 2018 on the USF Tampa campus at the Sun Dome, May 3-5, was distributed. USFSP ceremonies will be held on Sunday, May 6. USFSM ceremonies are scheduled for Monday, May 7. Dr. Smith pointed out that 5,000 will participate in the Tampa ceremonies with two graduate ceremonies being held. All seats are filled which is significant in that it means students (graduate and undergraduate) want to be acknowledged. A new ceremony has been added for USF Health colleges and the Morsani
College of Medicine. Dr. Hansen requested that the MD student ceremony be added, in addition to the honorary degree recipients from the College of Medicine. Dr. Smith responded that these could be added at the bottom of the Convocation list because they are not held at the Sun Dome.

REPORT FROM USF SYSTEM FACULTY COUNCIL PRESIDENT JIM GAREY

President Garey reported that the Consolidation Task Force is comprised of three subcommittees: student access, shared governance, and everything else. Interim reports from the subcommittees will be given in August, October, and November, respectively. Any tenure issues would be addressed by the third subcommittee. The next task force meeting will be in the fall.

The document on campus climate and the predatory journal statement have been shared with USFSM and USFSP. Both documents have also been sent to the deans and department chairs.

BUSINESS FROM THE FLOOR

Dr. Permuth recognized the food and refreshments provided by President Garey at the SEC meetings.

President Garey announced that the next SEC meeting will be on June 6, 2018 in the MSC Chamber Room.

There being no further business, the meeting was adjourned at 4:15 p.m.