USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
November 14, 2018
3:00 – 5:00 p.m., Marshall Student Center Room 3700

1. Call to Order, Review of Agenda

2. Approval of Minutes from October 10, 2018 Meeting (action item)

3. Report from Provost Ralph Wilcox (20 minutes)

4. Reports by Officers and Council Chairs
   a. Review of Election Process – Tim Boaz, Robin Ersing (15 minutes)
   b. Proposal from Committee on Committees – Rick Will (15 minutes)
   c. Proposed Minor Policy – Jill Roberts (15 minutes)
   d. IT Service Protocol – Richard Manning (10 minutes)

5. Old Business

6. New Business
   a. MCOM Proposal to Close/Create Department – Valerie Parisi, Mark Moseley
      (25 minutes)
   b. Proposed New Policy-NCAA Compliance – Joel Londrigan (15 minutes)
   c. Agenda for November Faculty Senate Meeting

7. USF System Faculty Council Report – Tim Boaz (5 minutes)

8. Other Business from the Floor (5 minutes)

9. Adjourn

Next Meeting: January 9, 2019
USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
MINUTES
November 14, 2018

Present: Tim Boaz, Jenifer Schneider, Robin Ersing, Philip van Beynen, Andrew Smith, Richard Manning, Richard Will, Amber Dumford, Alicia Rossiter, Scott Besley, Steve Permuth, Lee Stefanakos, Steven Walczak, Jill Roberts

Provost’s Office: Jim Garey, Ralph Wilcox

Guests: Joel Londrigan, Mark Moseley, John Sinnott, Carolyn Dawson, Gary Lifshin, Jennifer Lister, Allison Cleveland-Roberts, Arthur Shapiro, Joseph Trosper

President Tim Boaz called the meeting to order at 3:05 p.m. The agenda was accepted as printed. A motion was made and seconded to approve the Minutes as presented from the October 10th meeting. The motion unanimously passed.

REPORT FROM PROVOST RALPH WILCOX

Provost Wilcox’s report consisted of the following:

• The presidential search is well underway. Faculty were reminded to stay in touch with the committee members from their respective campuses. March, 2019, is the deadline to conclude the search. President Boaz commented that Les Muma, Search Committee Chair, and Dr. Betty Asher, from Greenwood/Asher Consultants, will be at the November 28th Faculty Senate meeting to provide an update and solicit feedback regarding characteristics, qualifications and criteria for the university’s next president. He will send an e-mail to the Senators before the meeting so they can start thinking about what they would like to see in a new president.

• On January 1, 2020, USF will be one university.

• According to the Provost, there are five prickly issues that continue to cause angst: (1) governance structures, (2) tenure and promotion, (3) authority and accountability, (4) the academic plan, specifically the academic structural system, so that needs of the students are served no matter where they reside, and (5) a single set of tuition and fees across the system.

At this time, the Provost responded to questions regarding the proposal to split the College of Arts and Sciences into two groups; specifically that discussion is on-going as part of the academic structural plan. President Boaz was encouraged to invite Drs. Donna Peterson and Pritish Mukherjee who oversee this committee to a Faculty Senate meeting to provide updates. It was also suggested he consider inviting the subcommittee chairs. President Boaz will reach out to these people and invite them to the November 28th Senate meeting to address how faculty, at large, are being involved. Provost Wilcox
confirmed that students have representation on the consolidation task force (1 seat), as well as on the implementation committees.

- USF is in the process of reimaging summer school across all campuses. Faculty, staff, and students from all campuses are involved. Although in the preliminary stages, a 12-week session is being considered for 2019.

- Everyone was invited to attend the Provost’s Faculty Fall Annual Address on Friday, November 16, at 2 p.m. in the Music Concert Hall.

**REPORTS BY OFFICERS AND COUNCIL CHAIRS**


With the initiation last year of a new election process for filling Senate vacancies, President Boaz asked that there be a discussion as to how things will unfold this year. The floor was opened for discussion. Parliamentarian Smith stated that there were two points to address: (1) There are apportionment issues to address such as the ratio of Senators in Academic Affairs (AA) and USF Health. (2) A notification method to those units to elect their representatives. He added that the apportionment is based upon the first week of spring registration. Details are to be presented to the Faculty Senate in January, which requires a two-thirds vote for approval. Each unit with vacancies conducts its own election and forwards that information to the secretary by the third week of March. Secretary Ersing, Parliamentarian Smith and Ms. Pipkins will meet to work on the details.

b. **Proposal from Committee on Committees (COC) – Rick Will**

In an effort to put closure on a process for filling vacated council positions, Chair Will presented the following proposal:

Chair of Committee on Committees recommending:

- Unit targeted elections to fill vacated (not vacant) positions on councils due to resignations or (other valid reason)

- Following the notification from Council chairs regarding vacated positions the Committee on Committees will:
  - Send solicitations for nominations to the unit(s) affected.
  - Elections by the CoC will occur for contested positions.
  - Uncontested nominations will be reviewed by the CoC chair for qualifications and appointed be appointed to fill remainder of terms (subject to review from the SEC and the Provost Office).

- Vacated positions would be filled for the remaining term of the vacated position.
• Elections for vacant positions will continue to take place in the previously established cycles.

Note: Preference would be for the council chairs to notify the COC chair of vacated positions at a SEC meeting (after removal/resignation of council position). The COC would immediately (as soon as possible) solicit nominations and have suggested nominations for the vacated position(s) immediately following the SEC meeting.

Chair Will pointed out that the process of filling normally, occurring vacancies two times a year would still be followed. He added that this new process would allow for filling vacated positions on a rolling basis. The proposal was discussed. It was agreed that the proposed process would be for filling resignations or removals and conducted by the COC chair. Parliamentarian Smith clarified that this would be a procedure within the COC and does not require a Bylaws or Constitution change. There being no further discussion on the proposal, a motion was made and seconded to accept it on general principal. It will also be presented to the full Senate at its November meeting. The motion unanimously passed.

c. Proposed Minor Policy – Jill Roberts

The Chair of Undergraduate Council (UGC), Dr. Jill Roberts, presented a proposed Minor Policy to the Faculty Senate Executive Committee (FSEC) to get broader faculty feedback before moving the policy forward. The issues discussed and a synopsis of feedback are as follows:

1. The UGC supports the proposal to require a minimum of 12 credit hours for a minor. There was no dissent on this point.
2. The UGC requested further feedback on the requirement of at least 6 credit hours and two courses unique to the minor. There was much discussion with some FSEC members preferring that no overlap occurred. Dean Lister and Assistant Dean Allison Cleveland-Roberts were in support of the 6-hour requirement. The majority of the FSEC were also in support. Chair Roberts will take these comments back to the UGC and attempt to gain support for the 6-hour requirement.
3. The UGC Chair expressed concerns regarding the requirement that the 6 credit hours be completed at the upper level. FSEC members and invited guests were not particularly in favor of this policy and there was no evidence that this is standard policy across AAU schools or Florida universities. Therefore, the UGC Chair will recommend striking the upper level course requirement.
4. The FSEC, Council Chair, and invited guests were in favor of requiring students seeking minors to be currently enrolled in degree-seeking programs. This policy is likely commonplace in AAU schools. Chair Roberts will recommend adopting this policy at UGC.
5. There was little time to discuss the requirement that no more than 3 credit hours of S/U grade count towards a minor. Chair Roberts will research this further
using data from USF and AAU schools. It is likely that adoption will have little impact.

Chair Roberts expressed thanks to the FSEC members and guests for taking the time to discuss this issue further.

OLD BUSINESS

There was no Old Business for today’s meeting.

NEW BUSINESS

a. MCOM Proposal to Close Department/Create Division – Mark Moseley, John Sinnott

On behalf of the Department of Cardiovascular Sciences, Dr. Moseley, Chief Clinical Officer, presented an overview for closing the existing department and creating the Division of Cardiology within the Department of Internal Medicine. His comments covered the following:

- Cardiovascular Science Overview
- Consultation Report
- Department Structure
- Cardiovascular Science as a Department consisting of Research, Education and Clinical aspects
- National Current Trends
- Rationale to change to Division
  1) essential for ACGME
  2) expand mentorship opportunities for faculty and fellows in research and education
  3) provide oversight for educational programs
  4) multiple sites creating sense of silos which being part of the larger department will improve sense of belonging to department and college
  5) alignment with national trends for cardiology
- Budget Implications – none
- Likely consequences at various levels
- Discussion with Department
- Timeline for Implementation
- Search for Division Director
- Summary: Seeking feedback on the closing of the Department of Cardiovascular Sciences and the opening of the Division of Cardiovascular Sciences within the Department of Internal Medicine

Dr. Moseley added that the new structure would provide clarity to the Cardiovascular Sciences faculty about where they sit in the scheme of things now that there is a Heart Institute. At this time, the proposal was discussed.
In response to President Boaz’s query as to what the reactions and concerns were from the faculty, Dr. Moseley responded that the faculty were not formally surveyed but the new structure was being done to give them additional opportunity to be more academic. President Boaz commented that it would be helpful if the chair of Faculty Affairs could forward comments that may have been raised so that the SEC could hear their perceptions. Dr. Moseley confirmed that there were no plans for abolishing staff positions. In addition, when offices and clinical areas are moved to the downtown location, everyone would be involved in any conversations.

The SEC asked for assurance that the current faculty of the Cardiovascular Science Department have a favorable attitude toward this proposal. President Boaz added that the Faculty Senate could complete its task with further information from the department and college to which Dr. Moseley commented that he would be willing to survey the faculty.

There being no further discussion a motion was made that, pending acceptable feedback from the faculty in the Cardiovascular Science Department that they are in favor of this change, the proposal move forward to the Faculty Senate for consideration at its November 28 meeting. The motion unanimously passed.

b. Proposed New Policy-NCAA Compliance – Joel Londrigan

On behalf of the Office of the General Counsel and President Genshaft, Mr. Londrigan attended today’s meeting to present a policy on an NCAA compliance in order to receive feedback before it goes to promulgation. As stated in the policy, “the University of South Florida, as a National Collegiate Athletic Association member institution, is responsible for promoting the credibility and integrity of its intercollegiate athletics programs.” He pointed out that this policy concretes accountability for what the university is already required to do as codified in NCAA bylaw 2.8.1. All university affiliates are included. The floor was opened for discussion.

Of particular concern from the SEC members was that the policy did not originate from a faculty member or faculty council. Mr. Londrigan pointed out that this was a statutory change and does not need to go through such a council. Dr. Arthur Shapiro, UFF President, stated that if there was any disciplinary action it would have to go through the CBA; the CBA cannot be superseded. A faculty member must be made aware that he/she has the right to have legal representation. Mr. Londrigan agreed to add to the policy that it does not supersede the CBA.

OTHER BUSINESS FROM THE FLOOR

a. IT Service Protocol – Richard Manning

Dr. Manning received a complaint from a faculty member about the IT service protocol that does not permit the technology people to schedule appointments to meet or speak with faculty to resolve technology issues. President Boaz recommended that Dr. Manning contact Dr. Oma Singh, chair of the Faculty Senate Council on Technology
Instruction and Research, to find out what protocols are to be followed by IT. Dr. Manning agreed to be in touch with Dr. Singh.

b. Follow-up to NCAA Compliance Policy – Tim Boaz

President Boaz will invite Dr. Julie Serovich, as USF Faculty Athletics Representative (FAR) to the NCAA, and serves as chair of the Athletics Council, to a future SEC meeting to discuss further the policy introduced by Mr. Londrigan at today’s meeting.

There being no further business, President Boaz adjourned the meeting at 5:25 p.m.