USF FACULTY SENATE EXECUTIVE COMMITTEE MEETING
AGENDA
January 9, 2019
3:00 – 5:00 p.m., Marshall Student Center Room 3700

1. Call to Order, Review of Agenda

2. Approval of Minutes from November 14, 2018 Meeting (action item)

3. Reports by Officers and Council Chairs
   a. Senate Elections – Robin Ersing (15 minutes)

4. Old Business

5. New Business

6. Report from Provost Ralph Wilcox (20 minutes)

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

8. Other Business from the Floor (5 minutes)

9. Adjourn

Next Meeting: February 6, 2019
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 corrected, from the November 14, 2018 meeting. The motion unanimously passed.

REPORTS BY OFFICERS AND COUNCIL CHAIRS

a. Senate Elections – Robin Ersing

Secretary Ersing announced that Academic Affairs (AA) has twelve vacancies for the 2019-2020 AY. USF Health vacancies have yet to be determined. In order to begin the election process, Secretary Ersing asked permission to ask the AA departments to conduct elections. A motion was made and seconded that the Senate Executive Committee (SEC) authorizes Secretary Ersing to delegate the departmental elections to the chairs. The motion unanimously passed.

The Faculty Senate Apportionment for 2019-2020 was presented. Parliamentarian Smith determined that it does not need to be approved by the SEC, but will be presented to the full Senate for its consideration at the January 23rd meeting. President Boaz will include it on the agenda.

b. Libraries Senate Vacancy

Senator Nancy Cunningham, representative from the Libraries, is leaving USF on February 1st. A motion was made and seconded to approve the appointment of Ms. Barbara Lewis, Chair of the Council on Faculty Issues, to fill Senator Cunningham’s position for the remainder of the academic year. The motion was unanimously approved.

OLD BUSINESS

a. Follow-up: IT Service Protocol – Richard Manning

In response to President Boaz’s query, Senator Manning had contacted Dr. Oma Singh, Chair of the Council on Technology Instruction and Research, regarding IT protocols and
scheduling appointments to meet or speak with faculty to resolve technology issues. Senator Manning agreed to look further into the issue.

b. **Follow-up: Ordering of textbooks by Campus Bookstore**

Senator Manning reported that two colleagues, who followed the proper channels for placing textbook orders, did not have their books available at the beginning of the term. Another report was that no books were ordered although the professor turned in the appropriate paperwork. SEC members were reminded that the deadlines for textbook orders were March 15 for summer and April 15 for fall.

**NEW BUSINESS**

a. **Coordinating Curriculum – Terry Chisolm**

Vice Provost Chisolm reported that workgroups are working on aligning curricula between the 3 campuses, which needs to be completed by fall 2019, with implementation 2020. However, there is the question of forming an internal committee to oversee the recommendations. She reiterated that USF would not be allowed to have 3 different courses of the same content per CIP code. At some point faculty in those areas need to get together to work this out. When that happens, there needs to be an ad hoc-type committee to oversee the process. It could be comprised of Senators from each campus to address joint issues.

President Boaz added that there still needs to be faculty oversight, especially to oversee the undergraduate curriculum. It would be a System Faculty Council issue on how to set up a committee. He recommended that this be a discussion agenda item for that group at its January 17th meeting. Then, at the February meeting, the final committee could be recommended.

**REPORT FROM SENIOR VICE PROVOST DWAYNE SMITH**

Dr. Paul Dosal, Vice Provost for Student Success, was introduced to present the first week of enrollment statistics. Reviewing the New Student Profiles and Graduate and transfer students for USF Tampa and the USF System (total university), everything was healthy. Dr. Steve Walczak, Chair of the Publications Council, requested the statistics report for undergraduates between fall and spring semesters.

**OTHER BUSINESS FROM THE FLOOR**

a. **Consolidation Update – Tim Boaz and Terry Chisolm**

Before turning the floor over to Vice Provost Chisolm, President Boaz thanked the SEC members who were involved with the workgroups. Dr. Chisolm then reported the following: an external task force (community members only, no faculty) has been meeting to work on recommendations to BOT; the CIC was formed consisting of eighty-
six members; on December 19, 2018 a draft CIC report of recommendations was presented to President Genshaft and senior leadership (a copy was distributed to the SEC at today’s meeting).

Everyone was encouraged to attend the following meetings:

January 14, 2019 – BOT Board Workshop – 2:00-4:30 p.m. – timeline plan to be presented by the CIC

February 12, 2019 – CAP Meeting – 9:30 – 12:30 p.m. – action plan will be presented to BOT subgroup; goes to full BOT March 5, 2019.

March 15, 2019 – implementation plan goes to BOG

Fall 2020 - SACS makes final decision as to whether or not to accept implementation plan

President Boaz announced that he was open for comments/opinions on the following faculty workgroup issues for the Tampa Faculty Senate:

• establishing a constitution and bylaws
• committee/council structure
• T&P guidelines
• oversight of curriculum
• faculty seeking home campus

b. Faculty Senate Office Staff – Tim Boaz

President Boaz announced that Ms. Ann Pipkins, Administrative Specialist in the Faculty Senate Office, would be retiring January 31, 2019. She was thanked for her outstanding support over the years.

There being no further business, President Boaz adjourned the meeting at 5:10 p.m.