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USFSP Faculty Senate Meeting : 2012 : 08 : 24 : Minutes

University of South Florida St. Petersburg. Faculty Senate.

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University of South Florida St. Petersburg
Faculty Senate
Meeting Minutes
August 24, 2012
12:30 A.M.
STG 109

- I. Recognition of Members and Alternates:** Susan Allen (President), Chris Davis, Wei Guan, Ella Schmidt, Kaya van Beynen (Members), Zafer Unal (Alternate)

Absent with Apologies: Cynthia Leung, Steve Lang

- II. Recognition of Guests:** Norine Noonan (Vice Chancellor), Frank Biafora (CAS Dean)

- III. Approval of Agenda:** Unanimously approved

IV. Administration Reports:

Regional Vice-Chancellor for Academic Affairs' Report – Dr. Norine Noonan

- The new student center will open on Saturday for the students in residence.
- No new developments on the migration to Canvas Learning Management System since the all faculty meeting. The library has started providing workshops introducing Canvas to faculty
- **QEP** – The QEP has always resided in Academic Affairs; the colleges or departments where faculty members are situated are not material to the program. A search for a new Director of the QEP has begun. The QEP Advisory Committee will serve as the search committee with its first meeting next Friday. The position is advertised as open until filled with hopes to fill the position by January. USFSP hosted a math workshop for all instructors teaching for the QEP led by Kathleen Gibson. This was an opportunity for all math instructors to get together, ensure that everyone was familiar with the online homework tools, and to discuss going forward. The QEP Assistant Director, Cynthia Boyle is also the Director of the Academic Success Center and directed the STARs program this summer.
- **Academic Success Center** - The ASC had over 1000 visits last year and is working to become more visible this year. The ASC coordinates testing for law school applicants and would like to offer the GRE and GMAT tests. However, these tests are computer based and several IT issues would have to be resolved.
- **Awards** - USF Tampa is changing the timeline of their faculty and staff awards shortening the process by one month. USFSP usually tries to

match the USF Tampa timeline so that the USFSP staff can qualify for the USF System awards. The USFSP Staff awards will change to match this new schedule. Does the Faculty Senate also want to alter the schedule for the faculty awards?

- **Committees** – It is particularly important to fill vacancies on the Graduate Council so it can begin meeting soon.
- **First Day Attendance** - This is a federal requirement. USFSP will be extra vigilant in collecting this information this year.

Chair of President's Advisory Committee Report – Dr. Frank Biafora

- The Chair first looked at the AAUP recommendations for seeking university Chancellors and Presidents; faculty participation is critical for a successful search. Members of various USFSP constituent groups were approached to suggest members for the Advisory Committee. Frank provided two names from each constituent group to President Genshaft and she made the selection and appointed the members. The groups represented are: Faculty member from CAS, COB, and COE, FS, Retired Faculty, Library, Diversity Committee, Staff Council, A&P Council, Student Affairs, Student Government, Alumni, Graduate Affairs, Campus Board, and the community at large. The members of the Advisory Committee will be made public on Aug 27.
- President Genshaft wanted the members to be entirely from the USFSP Community. Chris Davis questioned whether there would be a member representing the USF System. Frank answered that Kathleen Moore will serve as a staff member for the Committee, but is not identified as a system representative.
- Frank presented the search process that will include “airport” visits for members of the Advisory committee to meet the candidates on the long short list. The committee will identify three or more candidates for campus visits. The Advisory committee will send President Genshaft the names of three final, unranked candidates. Candidates will not be ranked in order to avoid harming the prospective Chancellor's standing in the university or community if the accepted candidate is not the 1st in rank. Typically this search process takes 4-6 months. The hope is that USFSP will have a new Chancellor by July 1, 2013.
- A member of Bill Funk & Associates (the search firm) is coming for a 24 hour visit to meet with various individuals and constituents regarding this search. Frank asked that the FS members and the Chairs of the Faculty Councils meet with Mr. Funk on Tuesday Sept 4. On Wed Sept 5, a meeting for all faculty is scheduled from 10-11. Mr. Funk will be meeting with every constituent group to gather key leadership characteristics that

they would want in an ideal candidate and answer questions about the process.

- The Advisory Committee will develop a “leadership statement” that will be a formal statement of these key leadership characteristics to guide the search. Frank is asking all constituent groups, including the Senate representing the faculty, to provide input for this formal statement.

V. Action Items:

A. Senate’s role vis a vis President’s Advisory Committee and search for Regional Chancellor

Motion: The Faculty Senate will organize 2 open, all faculty, forums to discuss key leadership characteristics to provide input for the “leadership statement.” -- Kaya made a motion, seconded by Ella. All voted in favor.

- The Open Faculty forums will be Friday Sept 7th from 10-12, and 1-3.
- Susan Allen will organize and Chair the forums.

B. Senate Committee vacancies and formation for 2012-2013

- There are several vacancies in the Council representatives from CAS and COE.

Action Item: Susan and Kaya, as members of the Committee on Committees, will work on this.

C. Update on Network Security & Website Filtering – Chris/Kaya

- This issue has not been fully resolved. The filters have not been taken off the faculty computers yet. FS is unsure whether Dr. Noonan has communicated this directive to Jeff Reisberg.

Action Item: Kaya will find the last letter sent from FS to Dr. Noonan and report on it at the next meeting.

D. Change of dates for Chancellor Awards

Motion: That the new timeline accepted for staff awards to coincide with the USF Tampa schedule all be accepted for Faculty Award. The Awards Committee will be charged with implementing the new shortened schedule.

- Susan made the motion, Seconded by Wei. All voted in favor

Action Item: Susan will clarify whether the Faculty Awards are for Academic or Calendar year.

VII. Business Items for Discussion:

A. Senate Business Priorities for 2012-2013 – Tabled until the next meeting.

B. Senate Meeting Dates for Year

- All meetings will be 12:30 to 2:30 on Fridays on the following days: Sept. 14, Oct. 12, Nov. 2, and Dec. 7. All meetings will be held in STG Rm. 109.

Meeting Adjournment

- Meeting adjourned, 2:15 p.m.

Summary

Motions	Approval Status
1. The Faculty Senate will organize 2 open, all faculty, forums to discuss key leadership characteristics to provide input for the “leadership statement.”	<u>KvB</u> made the motion.
	<u>ES</u> seconded the motion.
	The Senate voted to approve, 6-0.
2. That the new timeline accepted for staff awards to coincide with the USF Tampa schedule all be accepted for Faculty Award. The Awards Committee will be charged with implementing the new shortened schedule.	<u>SA</u> made the motion.
	<u>WG</u> seconded the motion.
	The Senate voted to approve, 6-0.

Actions (Follow-up)	Person(s) Responsible	Deadline (if any)
Look into filling the several vacancies in Senate Committees in terms of representatives from CAS and COE.	Committee on Committees / SA, KvB	ASAP
Actions (Follow-up)	Person(s) Responsible	Deadline (if any)
Find the last letter sent from FS to Dr. Noonan regarding website filtering.	KvB	By Sept. Senate meeting
Actions (Follow-up)	Person(s)	Deadline (if any)

	Responsible	
Clarify whether the Faculty Awards under the new schedule will be for Academic or Calendar year.	SA	ASAP