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## USFSP Faculty Senate Meeting : 2014 : 12 : 05 : Minutes

University of South Florida St. Petersburg. Faculty Senate.

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**University of South Florida St. Petersburg**  
**Faculty Senate**  
**Meeting Minutes**  
**December 5, 2014**  
**1:30 P.M.**  
**BAY 220**

- I. **Recognition of Members and Alternates:** Deanna Michael (President), Wei Guan, Dan Marlin, Ella Schmidt, Mark Pezzo, Kaya van Beynen (substitute for Deb Henry), and Alex Brice (substitute for Steve Lang)
- II. **Absent with Regrets:** Deb Henry and Steve Lang
- III. **Recognition of Guests:** Regional Vice Chancellor of Academic Affairs Han Reichgelt and Regional Vice Chancellor of University Advancement Helen Levine  
**Because of the time restraints of our guests, the Approval of the Agenda and Approval of the Minutes was postponed until later in the meeting.**
- IV. **Presentation by RVCUA Helen Levine:** RVCUA Helen Levine explained her role as the legislative liaison for USFSP. She begins working with legislators in the fall and continues through the legislative session. The big priorities for the session are the medical school in downtown Tampa and the KT College of Business building funding. The Pinellas Delegation will meet in mid-county in December and at USFSP in January. The December meeting is in a town hall format. The January meeting will not have public comment. She encouraged the senators to attend both meetings.  
  
She also works with alumni and was happy to share that we can now identify over 80% of our graduates. Personnel in her office have been able to decipher the codes that identify the institution of the students. She asked the senators to request that the College Councils help identify graduates who have not been “found” yet. Mark Pezzo requested that the personnel who have deciphered the code attend a CAS faculty meeting. RVCUA Levine also believes that a social media outreach will bring in more names.  
  
She is working with a committee on the 50<sup>th</sup> Anniversary of USFSP next year (2015-2016). To pay tribute to the alumni, “Throwback Thursday” will be introduced during the next academic year. She also presented the idea of short courses for alumni in areas of public interest.  
  
We thanked RVCUA Levine for her time and the information about her responsibilities.
- V. **Administrative Report:** RVCAA Reichgelt’s report consisted of 6 items.
  1. The accountability report had been approved by the BOT and he was sending it out to the faculty after the senate meeting. Provost Wilcox made a presentation on 10 performance indicators, 9 of which are set at the state level: Retention, 6 year graduation, number of undergraduate degrees awarded in strategic areas, number of graduate degrees, number of students with excessive credit hours, accessibility (number of students with Pell Grants), Post-doctorate fellows, median wages of employed undergraduates (after graduation), and number of undergraduates who are employed

after graduation. At this point in time, the USF system is doing better than last year at this point. USFSP and USFSM are both folded into Tampa's numbers, which helped us last year. USFSP has a 73% freshman retention rate, which means that only 35-40% remain to graduate. We need to work on retention. Combining the numbers allowed the USF system to be awarded 22 million last year. Two million dollars of that funding came to USFSP.

2. Merit Raises are the 1% of the raises distributed earlier this academic year. It amounts to \$100,000 for all faculty at USFSP. He and the RC are discussion how to distribute the funds—either to address compression or to address those who received less than 4% in their raise.
3. Tenure and Promotion Guidelines: He and RC are discussing the process. Our choices are to modify the 1998 Tenure and Promotion Guidelines or to adopt Tampa's approved T&P procedures, or to create our own (a blending of the old and new). From the mid-tenure reviews that he has read (from last year), he is concerned about the evaluation of teaching becoming more consistent throughout the institution.
4. The search for the KT COB Dean has begun. The search committee is working with consultants. There have also been separate meetings with business community members in north and south Pinellas County. An offer should be made by the end of April.
5. The Poynter land acquisition is the land adjacent to the KT COB building and behind the Poynter. The building on the property may be used for labs.
6. The Unit Research Position: an offer will be made next week.
7. The RC and RVCAA had met with the leadership of the UFF for a consultation. It was the first time a consultation had occurred at USFSP.

**VI. Approval of Agenda:** Proposal for change of language in the Procedures for Tenure and Promotion from CAS was added to the agenda. Agenda was approved with addition.

**VII. Approval of Minutes from last meeting:** Minutes were approved without changes.

**VIII. Action Items:**

**A. Rubric for Outstanding Graduate (Undergraduate):** Dan Marlin offered to create a draft for the rubric for the next meeting.

**B. Nominations for Tenure and Promotion Revision committee:** It was discussed that we did not know the number of people who will serve on the committee. It was decided that we would ask from elections in the Colleges for the committee—two tenured or tenure earning and one instructor, one from the library, and one from advising. An 11 member committee would be able to do the work in one semester.

**Action: Deanna Michael will contact RC Wisneiwski with this suggestion for the committee formation.**

**C. Changes in Procedures for Tenure and Promotion from CAS:** The suggested changes passed by the CAS College Council were discussed. Because such changes require a faculty vote, a motion was made that the changes would be included with the documents considered by the committee revising the Tenure and Promotion Guidelines. The motion passed unanimously. Another issue is whether faculty and librarians could

serve on the college and institutional T&P committees the year that they are seeking promotion. A motion was made and passed to recommend to the committee revising the Tenure and Promotion Guidelines to prohibit faculty and librarians going up for promotion from serving on the college or institutional T&P committees that year. The motion passed unanimously.

- IX. Vice President Position: Tabled**
- X. Rubric used by the Research Council:** Alex Brice told the senate that the rubric was almost ready and would be submitted to the senate at the next meeting.
- XI. Communication to Deans about the mid-tenure, tenure, and promotion schedule:** Deanna Michael sent the Deans an e-mail reminding them to submit applications according to the published schedule. She was asked to remind them of the schedule. The only one she could find was the Mid-tenure Schedule. The Tenure and Promotion schedule is not on the web page yet.
- XII. Administrative Review:** The senators decided to review the questionnaire to cut its length to a more manageable size. The request by administrators that we share the actual comments was also discussed. It was decided that the letter introducing the survey would contain a statement that the actual statements in the comments would be included in the report to administrators with a reminder for faculty to be professional in their comments. It was also decided to include the number of respondents who completed the survey for each administrator. It was also mentioned that the Tampa administrative review was completed through Canvas with no attempt to keep responses anonymous. There was a very low response rate to their survey of administrators.
- XIII. Marshals at Commencement:** Deanna Michael reminded the senators that they are the Marshals at commencement. She also announced that there was a rehearsal for anyone unsure of their duties on Friday, December 12 at 10:00 AM. She asked anyone with questions about the rehearsal or commencement to contact Yoli in Academic Affairs.
- XIV. Tabled Items:** There were no tabled items from the last meeting discussed.
- XV. Reports:**
  - A. System Faculty Council:** Kaya van Beynen explained the concerns expressed by at the SFC meeting about the Academic Integrity Policy: The use of FF only on unofficial transcripts, the harshness of the application of the policy for graduate students, and the change of an “or” to an “and” for Level 3 academic dishonesty. She reported that the president of the SFC, Greg Teague, planned to bring up these concerns at the ACE workgroup later that afternoon.
  - B. UFF Report –** Steve Lang could not attend the senate meeting.

Submitted by Deanna Michael