

**CBCS FACULTY COUNCIL**  
September 21, 2020 MINUTES  
 10:00am –11:19 am, TEAMS

**Attendees:** Kwang-Sun Blair (CFS/RHMC), Tim Boaz (MHLP), Iraida Carrion (SSW), Daniel Meng (Chair, SAS), Richard Moule Jr. (CCJ), Mateus Renno’ Santos (CCJ), Devon Weist (CSD), and Kathy Carbonell (CSD)

**Guests:** Associate Dean Jennifer Lister, Associate Dean of Research Howard Goldstein, CBCS Diversity and Inclusion Committee Chair Maria Carlo, and USF Faculty Senators- Christina Dillahunt (CFS) and Fawn Ngo (CCJ)

Topic	Discussion	Action
<b>Minutes from April meeting</b>	<ul style="list-style-type: none"> <li>➤ <b>Chair, Dr. Daniel Meng</b> welcomed and introduced the members and guests. The minutes from the last Faculty Council meeting on <b>April 27, 2020</b>, were approved by the previous faculty council before their terms expired.</li> <li>➤ New members were encouraged to review the minutes through either the files section of the CBCS Faculty Council 20-21 Teams group or via the CBCS intranet website: <a href="https://www.usf.edu/cbcs/about-cbcs/intranet/faculty-resources/index.aspx">https://www.usf.edu/cbcs/about-cbcs/intranet/faculty-resources/index.aspx</a> (Faculty Governance Section)</li> </ul>	Minutes will be reviewed during next FC meeting. Approved Minutes will be sent to the college to be posted to intranet.
<b>Dean’s Report</b>	<ul style="list-style-type: none"> <li>➤ The Dean was not invited by mistake.</li> </ul>	Dean Serovich will provide updates at the next meeting.
<b>Associate Dean’s Report</b>	<ul style="list-style-type: none"> <li>➤ Reviewed the annual report of the college’s performance: CBCS has a number of #1 rankings within USF (total sponsored research, community services, internships, retention rates, Pell grant graduates, 4-year, 6-year, and 3-year transfer graduation rates)</li> <li>➤ Notifications of students who have passed away will now be sent out to Department Chairs and individual instructors by Dr. Lister so that the process is handled more empathically.</li> <li>➤ A review of all pre-requisites for any CBCS courses will begin this fall. Currently, prereqs are not listed accurately or consistently, which leads to confusion among CBCS students and advisors.</li> <li>➤ Course delivery modes for Spring 2021 are currently being reviewed. 31% of CBCS courses this fall are being offered in-person or hybrid. USF has tasked CBCS will increase that number for the spring semester.               <ul style="list-style-type: none"> <li>○ Reviews of space and technology needs will be ongoing to prepare for the increased in-person delivery during the spring semester</li> <li>○ Tim Boaz is currently serving on the Council on Technology and Research Group and is able to answer any technical questions that develop.</li> </ul> </li> <li>➤ USF is rolling out this fall DIGARC’s curriculog system, an online portal for new course proposals and course addendums. Dr. Lister will serve as the point person for any questions about this system or the new process for course approvals.</li> <li>➤ In conjunction with revising the under-graduate research certificate, both the CBCS Mom’s Project and Study Abroad Scholarships are also under review.</li> </ul>	

<b>Report of Research Council- Dr. Howard Goldstein</b>	<ul style="list-style-type: none"> <li>➤ Research Council will be meeting later today to begin 2020-2021 planning <ul style="list-style-type: none"> <li>○ Tasks include reviewing internal grants, deadlines, and AAAS (American Association for Advancement of Science) Fellow applications</li> </ul> </li> <li>➤ In response to the potential for COVID-19 related research, a committee/task force will be developed to review how CBCS may be able to contribute data <ul style="list-style-type: none"> <li>○ Specifically, individuals with experience in artificial intelligence, machine learning</li> </ul> </li> <li>➤ A survey will be developed this year for all research faculty in CBCS to solicit feedback regarding Research Administration processes and communication</li> <li>➤ Overall, research within CBCS remains strong <ul style="list-style-type: none"> <li>○ Overall, 13 million in awards</li> <li>○ Proposals submissions appear to be strong despite delays caused by the pandemic</li> </ul> </li> </ul>	All Council members are asked to please inform your Departments to send potential interested faculty names to Howard for the COVID Research Task Force
<b>USF Senate Updates-Dr. Tim Boaz</b>	<ul style="list-style-type: none"> <li>➤ Senate’s current focus <ul style="list-style-type: none"> <li>○ Completing remaining consolidation activities since consolidation took place on July 1, 2020</li> <li>○ Faculty councils implemented at branch campuses</li> <li>○ Response to the current state of affairs regarding racism and police brutality <ul style="list-style-type: none"> <li>▪ Group working with Faculty Senate to provide a resolution document proposing the University change the mission statement and strategic plan in response to these societal ills</li> <li>▪ Resolution document focuses on the need to develop resources for both faculty and students and to take these injustices into account when reviewing student admissions policies and overall education and research missions</li> <li>▪ The first Fall Senate meeting is September 23, where the resolution document will be reviewed. Pending review, a vote will take place, and then results will be sent to President Currall.</li> <li>▪ Faculty Senate will also be organizing a town hall with President Currall and Provost Wilcox to further discuss the proposed resolution. Chairs of individual College Diversity and Inclusion Committees will be invited to attend.</li> </ul> </li> </ul> </li> <li>➤ Budget Updates: The State has currently issued a 6% reduction in funding; however, the Board of Governors has also tasked USF with developing a plan for an 8.5% funding cut <ul style="list-style-type: none"> <li>○ USF tasked the Deans of each college to reduce their overall budgets by 5% (yet to be prepared for additional cuts)</li> <li>○ The tasks are to review all programs within each college and look at creative ways to balance current goals toward performance-based funding metrics with these all scenarios for upcoming budget cuts.</li> </ul> </li> </ul>	
<b>CBCS Diversity &amp; Inclusion Committee</b>	<ul style="list-style-type: none"> <li>➤ Committee met in August and reviewed their role in accordance with the Dean’s goal for more visibility and communications.</li> </ul>	Dr. Moule is to discuss with his Department appointing a

<b>Updates- Dr. Maria Carlo</b>	<ul style="list-style-type: none"> <li>➤ In response to the current state affairs in the country, the committee discussed openly the struggles faculty within CBCS face in regards to racism and hostile work environments and it is evident that work needs to be done</li> <li>➤ The previous focus of the committee was reviewing resources that already exist, and how those could be implemented. However they now feel the mission needs to be further updated to include resources for meeting the current landscape</li> <li>➤ The committee, along with the Dean, will be discussing on September 24 to review the mission and plans for the upcoming year <ul style="list-style-type: none"> <li>○ Providing an update during the Fall Faculty Assembly</li> <li>○ Criminology does not have a representative on this committee</li> </ul> </li> </ul>	representative for Criminology Dr. Carlo should be added as a speaker to the Fall Faculty Assembly to provide Diversity and Inclusion Committee updates
<b>Additional Updates- Dr. Daniel Meng</b>	<ul style="list-style-type: none"> <li>➤ Fall 2020 Faculty and Staff Assembly Planning is underway. Please save the date for Friday, October 16 (1-2:30 pm). The event will take place via Microsoft Teams Live.</li> <li>➤ The Faculty Council Governance Document was revised on March 30, 2020. The document may be found via the CBCS Faculty Intranet: <a href="https://www.usf.edu/cbcs/documents/intranet/faculty/governance/cbcs.pdf">https://www.usf.edu/cbcs/documents/intranet/faculty/governance/cbcs.pdf</a>. The faculty council's role is defined on pages 8 through 12.</li> </ul>	All council members should review the updated governance document.
<b>New Business</b>	<ul style="list-style-type: none"> <li>➤ Nothing was discussed</li> </ul>	
<b>Next Meeting(s)</b>	<ul style="list-style-type: none"> <li>➤ Monday, November 16, 2020 from 10:00-11:30 am via Teams <ul style="list-style-type: none"> <li>○ Please remember that only one representative from each Department (standing member or alternate) needs to be in attendance. All alternates will be sent calendar invites; however, attendance is not necessary unless a standing member is not able to attend.</li> </ul> </li> </ul>	Dr. Weist will make sure that everyone has Teams meeting invites for upcoming meetings and is added to the Teams CBCS Faculty Council Group.  Spring 2021 meeting times will be set at the next meeting.
<b>Adjourn</b>	<ul style="list-style-type: none"> <li>➤ Meeting adjourned at 11:19 am</li> <li>➤ Dr. Tim Boaz motioned; Dr. Richard Moule seconded the motion.</li> </ul>	

Prepared by DLW 9/21/2020 11:45am, revised 9/21/2020, 11/12/2020, 11/16/2020