

**FACULTY COUNCIL  
MINUTES**

September 9, 2011  
9:00 AM – 10:30 AM - MHC 1503

**Attendees:** Mary Armstrong, Tim Boaz, Pat Carr, Sarah Desmarais, Gary Dudell, Robin Ersing, Bill Haley, Wesley Jennings, Tom Massey, Nan Park, Christine Sellers

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
Minutes of May 6, 2011	Minutes of the last meeting were not available for review.	<b>Bill Haley</b> will post minutes to website
Welcome and Introduction	Christine Sellers, Chair, called the meeting to order and asked each committee member to introduce themselves.	
<b>Christine Sellers</b> Faculty Council Goals	Faculty Council goals are as follows: <ul style="list-style-type: none"> <li>• Primary role is to make sure all procedures are in compliance with the Governance Document.</li> <li>• Major issues to review the amendments to the Governance Document.</li> <li>• Appoint membership to the five standing committees of the college. Faculty Council appoints one-half (or ½ +1) of all committee members.</li> <li>• Organization of the Fall and Spring assembly.</li> <li>• Exchange ideas and comments in a joint effort with the Dean to develop policies and procedures for the college.</li> <li>• Faculty Council Chair is invited to attend all Deans Council Meetings to stay informed and to provide input.</li> </ul>	

Topic	Discussion	Action
<p><b>Catherine Batsche</b> Dean's Report</p>	<p><b>Good news:</b> enrollment is up and on target for fall. One reason is the higher number of transfer students to upper level classes in the college. Grant amounts are above last year's totals in spite of reductions and loss of some grants.</p> <p><b>College Goals:</b> (see attachment) Dean Batsche commented on the efforts for globalization, exploring the possibilities of expanding BCS in global initiatives similar to the programs the College of Business has successfully implemented. A student and faculty exchange program in a foreign country can generate additional revenue for the college. These programs enhance the students' experience and assist with recruitment of new students; makes the College and the University more competitive in the market place.</p> <p>Any questions or comments regarding the College Goals can be sent to Catherine Batsche by Sept. 25<sup>th</sup>; she is scheduled to meet with the Provost on Sept. 29<sup>th</sup>.</p> <p><b>New Dean Search:</b> is on fast track to hire. Tim Boaz, search committee member, commented on schedule and indicated the Provost would like to have search completed and someone hired by July - August. The search committee will meet with the search firm in the next couple of weeks to find out about the applicant pool and how they will proceed thru the interview process. Concerns were raised that some faculty felt uninformed about the search and wanted more information. Due to the fact many applicants did not want their present employers to know of their applications, there has been little information made public; however, as interviews progress it is expected that faculty can become more involved. It was suggested the Faculty Council confirm with the Provost that it will be included in the interview schedule. Deadline for applicants to be fully considered has passed; however, applications are still being accepted.</p> <p><b>Governance Document and Tenure &amp; Promotion</b> documents must be consistent. Questions were asked about the approval process and procedure; whether the Faculty Council would vote to approve and represent the entire faculty or if the entire faculty would need to vote to approve. The Provost opinion is the union is more likely to approve if the entire faculty voted, otherwise the document would have to wait one year before being adopted.</p> <p>Tenure &amp; Promotion procedures are changing as the college brings together into one document all the departments of the college. Faculty with 3or more years, who are currently going through the process, can choose between the new and old policies to complete their tenure and promotion. It is hoped the union will approve the document and it will be in place by Jan – Feb 2012.</p> <p>Question was asked as to who would distribute the document to faculty; Dean Batsche suggested the Faculty Council should distribute it.</p>	<p><b>Sellers</b> will circulate electronic version of College Goals document to Council members. Send recommendations and comments regarding College Goals to Interim Dean Batsche by Sept. 25th</p> <p>Request to Provost for the Faculty Council to be included in interview schedule for Dean search.</p> <p><b>Sellers</b> to review both documents for consistency Faculty Council to distribute the T&amp;P draft document to tenured/tenure-track faculty</p>

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<p><b>Catherine Batsche</b> Dean's Report (cont'd)</p>	<p><b>Budget:</b> Reduction was not as bad as was anticipated due to the collective cooperation of the Chairs to use reserved funds to pay partial salaries. College lost \$960,000 in stimulus money. Unprecedented action by the Provost to take funds away from student services and IT departments and allocate to academic needs of the departments. He also reduced allocations to student council and student committees. It was determined a couple of years ago that all colleges would have their own development officer funded ½ by the Provost and ½ by the USF Foundation. Over the next two years the Provost share will be phased out and the USF Foundation will pay all cost.</p> <p><b>Not so good news:</b> No new E&amp;G funding will be given to departments until a need is identified and all reserved funds are exhausted. This is a change in philosophy regarding budgets – we want to save our funds for future needs; however, it was discovered that the amount of reserved funds held by the departments remained the same each year regardless of the need for additional expenditures. We are now going to be forced to use these funds.</p> <p><b>Leave payout</b> is now the responsibility of the department; employees under grants are paid by a special leave pool assessment to the grant.</p> <p><b>Guiding Principles for Budget Reductions:</b> (see attachment) Dean Batsche said she has been told to prepare for a possible 5% reduction in the spring. She shared the guidelines for these reductions with the committee.</p>	
<p>Curriculum Committee Recommendations for Amendment of the Governance Document</p>	<p>The <b>Curriculum Committee has made some recommendations (see attachments) to amend the language Lines 433-440 General issues Concerning Membership.</b> The first proposed Amendment recommends an exception to the rule for the Curriculum Committee to allow members to serve both on the Faculty Council and the Curriculum Committee during the same period of time. After much discussion, a motion was made and seconded to decline the request to make this amendment to the Governance Document. Vote was taken and motion carried. It was decided to decline this recommendation due to a potential conflict of interest and to allow the opportunity for more faculty members to get involved in the governance process, especially new faculty members who need this experience for promotion. The 2<sup>nd</sup> amendment proposed by the Curriculum Committee was to allow each Department/School to <i>appoint</i> a member to the Curriculum Committee rather than simply submit a nomination to the FC. After much discussion, a motion was made and seconded to decline the request to make this amendment to the Governance Document. Vote was taken and motion carried. The FC determined that removing the function of standing committee appointments from the FC and Dean ran counter to the intent of the Governance Document.</p>	<p><b>Sellers</b> to notify Curriculum Committee of decision.</p>

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Amendment of the Governance Document to reflect BCS restructuring	It was also decided during the review of the language to make sure all references to the departments are as generic as possible so additional changes are not needed in the future (i.e.: seven departments vs. all departments of the college). Time did not permit the Committee to address other recommendations for amendments to the Governance Document.	<b>Sellers</b> to review Governance Document for consistency and submit recommended changes at next meeting.
Parliamentarian	The governance document requires the Faculty Council to follow the Roberts Rules of Order; therefore a parliamentarian needs to be named.	<b>Massey</b> agreed to bring a copy of Roberts Rules of Order to the next meeting.
Meeting Dates & Times	It was decided to have three meetings during the Fall and three meetings during the Spring in addition to the Fall and Spring Assemblies.	<b>Sellers</b> to contact Dean Batsche for a date for Fall Assembly. <b>Sellers</b> to send Doodle survey for potential meeting dates and times to committee.
Tabled Items	Proposed amendments to the Governance Document <ul style="list-style-type: none"> <li>• BCS restructure</li> <li>• Membership on Faculty Council and standing committees</li> <li>• Reconcile non-tenure track promotion guidelines with BCS Governance Document (Research Faculty, Research Associate, Instructor)</li> </ul> Set and plan Fall Assembly	