

USF College of Arts and Sciences Faculty Council

Meeting Minutes

Friday, August 26, 2022

Time: 2:00 pm – 4:00 pm

Attendees:

Stephen Aikins	✓	Byron Miller	✓		Allison Cleveland-Roberts	☒	Toru Shimizu	✓
Jennifer Collins	✓	Adriana Novoa	✓		Eric Eisenberg	☒	Susan Toler	✓
Maria Luisa Corton	✓	Mahuya Pal	✓		Daniel Kanouff	☒		
Anthony Coy	✓	Thomas Pluckhahn	✓		Paul Kirchman	✓		
Meredith Johnson	✓	Stephan Schindler	✓		Randy Larsen	☒		
Jennifer Johnson	✓	Razvan Teodorescu	✓		Magali Michael	✓		
Ryan McCleary	✓	Sameer Varma	☒		Robert Potter	✓		

Attachments: Faculty Council Agenda 8-26-2022

Agenda Item		Discussion	Action / Follow-Up
1)	Old Business	1. Minutes were approved from last meeting held on April 15, 2022.	
	1. Approval of previous meeting minutes		
2)	New Business	1. Warm welcome from Chair Byron Miller: <ul style="list-style-type: none"> Chair Byron Miller welcomed everyone to the first CAS Faculty Council Meeting of the 2022/2023 AY and initiated introductions amongst the Faculty Council and members of the Dean's Office. 2. CAS Standing Committee Liaison Updates: <ul style="list-style-type: none"> Chair Byron gave brief overview of Standing Committee Liaisons and asked for volunteers to serve in CAS Library, Diversity, Faculty Development, Technology and Graduate/Undergraduate/Grievance standing committees. Chair Byron stated that vacancies could be filled at a later time as well. Dr. Maria Corton – Liaison to the Academic Integrity/Grievance Committee (Undergraduate) Dr. Razvan Teodorescu – Liaison to the Academic Integrity/Grievance Committee. (Graduate) 	CAS Standing Committee Liaisons: Filling vacancies
	1. Chair (Byron Miller) opening introductions		
	2. Standing Committee Updates		
	3. Innovative Education		
	4. Tuition Exchange Program		
	5. Dean's Remarks		
	6. Sr. Staff Updates		
	7. Final Comments		

- Stephen Aikins – Liaison to Technology Committee.
 - Stephan Schindler - Liaison to Faculty Development
 - Vacant –Liaison to the Diversity Committee.
 - Vacant –Liaison to Library Committee.
 - Vacant –Liaison to Core Facilities Committee
3. Innovative Education: Erin Sutliff, Director of Online Academic Initiates
- Erin Sutliff: SACs and the state have a threshold that must be met in order to have the “online” status.
 - Notice of substantive change should be submitted to SACs once that threshold is met. Also, departments may have a certain number of course offered online (within each department).
 - Q: Is there a high risk for online courses, in regard to HB7?
 - A: Course must demonstrate that they have met standards. In cases of change / modification, there needs to be an internal (/department) “blessing”. Also, the Innovative Education group is happy to assist.
 - Q; What is the prioritization of redevelopment?
 - A: There is no time period. Everything prior to Spring of 2020 is a legacy course. Courses are reviewed every 5 years.
 - Q: What courses are the highest priority?
 - A: Reviewing all, including those up for Fall 2024. Depending on faculty asking for course releases, how that ties in. Conversations should happen well before the semester begins.
 - Q: Should there be a graphic in the course listing [to indicate certain course status]?
 - A: That is a good idea.
 - Departmental ownership of quality approval / reviews. Document that summarizes what quality is and is not, including quantifications of rigor and content.
 - Byron Miller endorses Erin Sutliff and team.
4. Tuition Exchange Program: Dr. Chantale Begin, Professor of Instruction, Integrative Biology
- Dr. Chantale Begin, a former CAS Faculty Council member, looking to extend the Tuition exchange program to USF, along with another former member, Dr. Jarod Rosello. Looking for someone on the CAS Faculty Council to lead the charge. The program would allow for dependents to go to any University apart of the program and have the same tuition cost as if they attended USF.
 - List of participating institutions: <https://telo.tuitionexchange.org/schools.cfm> (includes UF, University of Tampa).
 - Q : What timeframe might we be looking up and running?
 - A: If the right people get behind it and push it forward, it could be (HR) Angela and Lisa would investigate it further. Run some numbers and come up with a proposal. Benefits to the program > Costs. Benefit is that we can attract and retain faculty.

Dean's remarks	<p>5. New Budget Model: Approved, moving towards but not immediately. Not until next year.</p> <ul style="list-style-type: none"> • Same budget went into effect July 1st. CAS did not gain or lose money. Hopeful for more sometime in October/November but we are still unsure. • Raising minimum salary for Instructors • Money allocated to work on maintenance projects during the academic year, not only during breaks. Locations of where projects will go out to departments to prepare. • Call for applications or DEI Special Advisor to the Dean. Looking at position to start in January 2023. Wanting faculty to also be involved in the process. Applications to be submitted to Dominique Williams at dominique26@usf.edu • Working to improve salary inequities across all campuses <ul style="list-style-type: none"> ○ Adjusting Faculty pay – Dean's Office has this data and as stated that once the College has the money for these increases, they are able to utilize the data to make adjustments to salaries. 	
Sr. Staff Updates	<p>6. Updates from Associate Dean Toru Shimizu:</p> <ul style="list-style-type: none"> • Working with Dean Michael and Daniel Kanouff regarding Faculty raises. Stated that Dean's Office is prioritizing currently on raising Instructor wages, pay for staff within CAS as we are losing many as well as faculty leaving for other institutions and working to fill those vacancies rapidly. <p>Updates from Sr. Associate Dean Robert Potter:</p> <ul style="list-style-type: none"> • No complaints, semester off to great start! • More than 6900 students as opposed to the 6500 originally. Largest class! • Graduate Student Stipend: Master's – Looking at \$15,300 and Ph.D. – Looking at \$21,600 <ul style="list-style-type: none"> ○ To start sometime this year, for next 3 years. 	
Final Comments	<p>7. None. Motion to adjourn.</p>	

Next Meeting: September 23, 2022

Minutes Submitted by: Dominique Williams/Mieke Zylstra