

## Minutes

### Attendees:

Catia Cividini-Motta  
Maura DeJesus  
Matthew Foster

Tracy-Ann Gilbert-Smith  
Ruby Joseph  
Telisha McKenzie

Kimberly Read  
Marilyn Stern  
Svetlana (Lana) Yampolskaya

### Absent:

Kwang-Sun Blair  
Tammy Jorgensen-Smith  
Elizabeth (Liz) Ingram

Debra Mowery  
Adrian Ruiz

Lana called the meeting to order.

### Minutes:

The Council unanimously approved the minutes for the last meeting.

### New Items:

**CFS Governance Document** – Catia and Lana worked on the revisions. Lana sent the document to Mario, which he distributed it to others for review. The revisions have now been finalized and approved. They have been posted on the CFS website.  
<https://www.usf.edu/cbcs/cfs/documents/cfs-governance-11-2020.pdf>

Lana noted that there are two significant revisions from the previous version. The first is that CFS will now follow the college guidelines for tenure and promotion. This will simplify the process for those going up for promotion. Secondly, the Family and Marriage program in our department has been added, which is a significant accomplishment.

Lana thanked everyone for their help with the Governance Document. It was a long process.

**Faculty Council Members** – Matt asked about the end of Marilyn’s tenure on the college research council, which will end in the spring. Will there be a vote? Catia shared the

relevant information from the governance document. The official vote will be in the spring. Matt noted that he would like to serve.

**Kimberly's position** – Lana shared that Kimberly has been promoted to a faculty position and that Kimberly asked if the change in employee class affects her role on the council. Lana suggested we address this question at the next meeting in the spring. This will allow the council to review the question. Catia doesn't think it is an issue because changes in positions have happened in the past. Lana thought we should consider adding a provision to the Governance Document.

### Updates:

**Leadership Meeting** – Lana shared that the meeting took place a couple of weeks ago. In the meeting, Mario announced that two members of the faculty retirement – Carol Mackinnon and David Chirboga – will be retiring. Mario doesn't think we will get to keep the lines. CFS has two issues to consider with these retirements. Carol has a lot of Master's level students (20ish) whom she is directing. Someone will need to take over these students. Carol is also the leader of a program, but Mario knows who will take this role. Both retirees also teach, so CFS will need someone to cover. Mario believes he has the teaching figured out. He is negotiating for rate to cover this position.

Matt Foster asked about the possibility of hiring additional faculty. Lana discussed the fact that we cannot hire new faculty without the rate lines, and the big question is if we can keep these lines. The choice is up to the Dean, but Mario is hopeful. Marilyn doesn't think we will get other lines.

Catia noted that Mario has negotiated a one-year teaching postdoc to help with the courses, but this is a temporary solution. This arrangement may be helpful for other teaching positions.

There was also a budget discussion in the leadership meeting. Many budget details were discussed, but the big picture is that the department is ok. The Dean helped meet the budget cuts with college funds.

Lana noted that leadership believes student engagement and teaching, including virtual instruction, is going well.

**Research Council** – As per Marilyn, the university-level Research Council has not had much activity. They are working on building the F&A task force. There are considerable differences across colleges regarding how F&A is distributed. Howard believes colleges will see an increase. Marilyn thought the discussions indicated that the distributed F&A would be less. There is a meeting on Monday with the University Research Council. An announcement regarding the next cycle of internal awards will soon be sent. The Research Council will review the applications. The application deadline is in April. Marilyn encouraged everyone to consider applying for one of these grants. In the past, few faculty in CBCS have applied. Details regarding the awards can be found here: <https://www.usf.edu/research-innovation/sr/internal-awards-program.aspx>

Yesterday, the college Research Council met. They reviewed seven research proposals and rank-ordered them. The Dean will make the final decisions. Marilyn also shared that a request for proposals related to reducing racism will go out in the next couple of days with a due date of January 11. There is an expectation that the proposals submitted as supplements to the university race-related grants will be given priority. The Research Council does not yet know the allowable funds for each award, but \$20k has been used in the past. Nor does the Council know how many will be funded at this point. In the past, it has been the top four. Priority is also given to applications that have the potential to lead to external funding. Marilyn noted that one person from CFS has submitted a grant application.

#### **Open Floor Discussions:**

Lana opened the floor to other discussions, noting many fears and a great deal of uncertainty right now. Is there anything the council can do to help?

Tracy asked if online teaching will continue in the spring. As per Lana and Catia, yes. The plan to open the university stopped at stage two. There will be some in-person classes in the spring, but they noted the continuing increase of COVID-19 cases in the state. There is an expectation that, if possible, everyone should continue to work remotely. Classes may have to go fully online, but there is no news on this.

Catia asked those in attendance about their experience teaching in the past semester. Catia noted that classes went back and forth between in-person and online formats; it was a nightmare, which has been very stressful. It makes planning and assignments complicated. Catia also shared the problems she encountered with fieldwork. Students conducting fieldwork have to be tested frequently for COVID-19. Fifteen of her students caught the virus because of their interactions with students and others in the field.

Because of their illnesses, students could not accrue their required hours, preventing them from sitting for their exams. Catia has discussed this with Mario because she feels that field student classes should not be held in-person. Catia was not sure if this was being discussed at the college level. Regardless, at this time, classes with less than 25 students are required to have in-person classes, but it isn't working. Not one student got their 300 hours of required fieldwork. Now the students have to try to get hours next semester.

Matt is teaching an undergrad class. He made the discussion not to send out his students into the community for the research components.

Marilyn noted that there are concerns that the curriculum cannot be the same. We will probably continue to have problems until there is a vaccine. Lana does not think there is anything this council can do.

Marilyn suggested that the council survey faculty about returning to the classroom. Catia thinks we should ask about the negative impact on the students, such as finances, stress, extra time to degree, and missed classes due to illness. Lana asked if Catia would take the lead for developing the survey, but Catia cannot commit in December. Perhaps in January. Catia will work on a survey next semester. Ruby wondered if we could call a meeting to discuss solutions. Lana will look at getting something scheduled, and she asked Ruby to coordinate this.

**Next Meeting:**

Catia recommended we schedule our next meeting later in the spring. This will allow time for the committee to receive nominations for new representatives and conduct the vote. Lana will send a doddle.