



**USF System Faculty Council
November 21, 2019, 9:30-12:00
USF Tampa, MSC 3700
Call in: Teams
Minutes**

Present: Deanna Michael (SFC President), Fawn Ngo (Vice President, USFSM), Robin Erasing (USFT), Steve Lang (UFF), Art Shapiro (UFF), Dwayne Smith (Senior Vice Provost, for Jim Garey), Sandra Stone (USFSM), Michael Gillespie (USFSM), Greg Teague (SFC past President), Barbara Hansen (USFT), Brenda Gilmore (USFT), Richard Manning (USFT), Tim Boaz (USFT)

On the phone: Patricia Pettijohn (USFSP)

Guests: Karla Davis-Salazar

Agenda

1. Call to order

The meeting was called to order at 9:37 AM

2. Introduction of Guests

3. Approval of Agenda

There was a motion to approve the agenda, motion passes.

4. Approval of Minutes from last meeting

The minutes were approved as presented.

5. President's Charge

- a. T&P Guidelines – Instructor Promotion Guidelines-Mike

SFC members went through the makeup of the committee as it stands, and decided to add someone from USF Health. The group will include instructors from each campus, a faculty senate representative from each campus, a representative from USF Health, and will share documents with Steve Lang for the UFF perspective. A recommendation was also made to include an administrator from the Provost's Office, perhaps Vice Provost Garey. Clarification of the instructor role in USF Health and the College of Nursing was provided as an example of college specific process. It was reiterated that Instructor Promotion Guidelines should be broad; this group will not address job titles/position, but this group must look at the guidelines and ensure they are open ended and universal.

The group agrees that a document for review will be ready March 1 for review by the System Faculty Council. Tim Boaz and Mike Gillespie agree that the workgroup will convene and start from the current draft of the document, prior to winter break, and then identify a

timeline. SFC President Deanna Michael reminds the group that these should support excellence, which is what USF strives for.

6. Holiday Get Together - Fawn's House

Fawn has offered to host a Holiday get together after the new year, before Spring semester on Sunday, January 12th.

7. Old Business

a. Reports from System Committees

- i. Digital Eco System: SFC President asked about sending a survey on behalf of the Digital Eco System regarding the digital needs for faculty, Senior Vice Provost Smith will send it out to Tampa faculty after the holidays. A student one is already in progress. This will be informing the allocation of funds to support technology in the most effective way.
- ii. Faculty Success: Senior Vice Provost Smith shared that there has been information collected and the group is working to identify short-term, mid-term, and long-term items.
- iii. Graduate Student Success: Sandra Stone shared that a draft of the recommendations is underway and includes structures for supporting mentorship, a single handbook for graduate/professional students, recruitment, intentional program structure for graduate/professional students, financing graduate/professional students, maximizing scholarship dollars, setting students up to succeed in the job market, and a focus on standardizing information and processes across programs.

b. I4C update (Fawn Ngo)

The group was reconvened this year to approve new undergraduate programs and three graduate certificates, which were all approved. The group has been asked to review minors in the spring semester, there will be need to a new representative from St. Petersburg.

c. Kognito for the BOG (*moved to January*)

d. Website for SFC

Link: <https://www.usf.edu/system/about/system-faculty-council/index.aspx>

8. Office of System Provost – Vice Provost Smith for Jim Garey

Vice Provost Smith reiterated updates from the workgroups, and that recommendations are coming together.

9. UFF Report—Art Shapiro and Steve Lang

UFF asks there a place that approved department criteria and T&P documents can be centrally located? It required a lot of work to track them down when UFF was preparing for consolidation. Senior Vice Provost Smith confirmed that good practice is to have them posted, and there may be

some crash courses in what should be posted as we move forward with consolidation and accreditation.

10. Institutional Updates

a. Tampa – Tim Boaz/Jenifer Schneider

USF Tampa Faculty Senate voted to approve the governance documents for one USF, and voting of general faculty is in progress. There was a letter drafted regarding the composition of the Communities of Principles Workgroup to President Currall, a motion passed and the letter was sent to President Currall last night.

b. St. Petersburg – Ray Arsenault/Patricia Pettijohn

The college councils have distributed the documents and voting is in progress through Friday, the 22nd.

c. Sarasota Manatee – Mike Gillespie/Sandra Stone

The Constitution and bylaws have essentially passed, though voting is still open through the 29th.

11. Issues from the floor.

The faculty senate office will send out calendar invites to SFC members for future meetings.

Adjourned at 11:23 AM

Future meeting dates: <https://www.usf.edu/system/about/system-faculty-council/meetings.aspx>