

COLLEGE OF ARTS AND SCIENCES

FACULTY COUNCIL MEETING

MINUTES

NOVEMBER 16, 2012

**PRESENT:** Catherine Beneteau, John Cochran, Lorene Hall-Jennings, Julie Harmon, Richard Manning, Adriana Novoa, Kelly Page Werder, Robert Potter, Christine Probes, Philip Reeder, Kristina Schmidt, Sandy Schneider, Mary Sweely

**ABSENT:** James Cavendish, Chuck Connor, Eric Eisenberg, Bernd Reiter, Hari Srikanth

- I. Meeting called to order.
- II. October 16<sup>th</sup> meeting minutes approved.
- III. Deans' remarks-Dr. Cochran advised that John Daly and he presented the proposal of the new school to the Faculty Senate. The USF System council affirmed that the correct process was followed and that they support the School of Public Administration. A final decision will be made on Dec. 20, 2012.

Dr. Cochran advised that there are 75.5 new searches in CAS and this number has doubled since 2007. There is a good possibility that a number of these will be converted from Visiting Instructor positions to permanent positions.

Dr. Cochran also stated that the college budget for summer is set.

Dr. Potter stated that theoretically were not sure what is going to happen to funding that is connected to targeted areas. Florida's focus appears to be on the outcome of continuing education. At the Governor's level, he does not seem interested in the jobs undergraduates receive that are outside of Florida.

Dr. Potter commented that the Chairs are sending information to him regarding student success initiatives in the department (i.e. classroom experience, student assessment outcomes and the growing graduate programs). He also stated that more teaching assistants are needed and funding to accomplish these initiatives.

Dr. Schneider commented on resources for students and how difficult it is for faculty and students to find these resources. It was stated that Pat Maher, Director for Tutoring and Learning Services, could help find tutors for student needing assistance. The question was where are the resources listed centrally to refer students and faculty to when the need arises? The web page is not very helpful and it was stated that the USF webpage is being updated (December 7, 2012). It was also stated that the CAS webpage needs updating. It was mentioned that the Library Committee might be able to assist with this by recommending to the Dean's Office a "Help Site" page for our current website. The motion was made to set up a committee for to recommend what this proposed "Help" page should contain and forward

recommendations to the Dean for further consideration. Dr. Schneider and Lorene Hall-Jennings will present information at the January council meeting.

- IV. General Education Revisions-The legislature is standardizing the general education requirements for all students statewide. It was discussed and decided that notification should be sent out to all faculty to communicate this matter so that they might have a better understanding of what is at stake and provide feedback about the new revisions concerning the change in the gen ed requirements.
- V. Discussion and concerns surrounding the migration of all student evaluations of faculty instruction to be conducted in an online environment effective Spring 2013 were expressed during this meeting. It was noted that these online evaluations could possibly hurt the faculty members and there might be low participation. It was noted that Steve Richarde could inform us of the policy changes for the evaluations.

Dr. Cochran stated that the student evaluations for T&P decisions were only a small percent of the final decision. It was stated that a pilot study was done in the summer but data does not show a good response rate. It was discussed that the entire USF faculty members were not notified or consulted for recommendations on this new process.

It was suggested that Spring 2013 semester implementation date should be deferred to Fall 2013 and that additional testing be conducted to review the results generated. This would allow time to compare the results to prior semesters to data being generated in a larger pilot program. It is critical that there are no negative factors to a faculty member resulting from the new online process being proposed versus the current processes in place.

- VI. Role of Faculty Council Chair-Dr. Adriana Novoa expressed her concerns about the way the October 19 meeting was conducted. She expressed that if future issues of a similar nature are brought to the Council, that the Council Chair would present this information to the Council prior the meeting and that this topic be identified on the agenda. This would allow Council members adequate time to prepare their feedback, questions, or concerns. It was noted that this may need to be a proposal formalized in the bylaws for the Council. A committee to be formed to evaluate the Faculty council in the governance document, propose changes by creating by-laws for the council regarding grievances and conflict of interest.
- VII. Fall Assembly-Dr. Manning noted that committee chairs would be notified so that they could present their reports to the assembly.
- VIII. Old business-No old business discussed.
- IX. New Business-No new business presented.
- X. Meeting adjourned at 10:30 a.m.