USF SYSTEM FACULTY ADVISORY COUNCIL MINUTES
January 13, 2011 10:00 a.m. – 12:00 p.m. Byrd Institute, Room 101, Tampa Campus

The meeting was called to order by President Elizabeth Larkin at 10:00 a.m.


Guests: Graham Tobin, Provost’s Office
Recorder: Ann Pipkins

1. The Minutes from the FAC meeting of November 5, 2010, were approved as corrected.

President Larkin also pointed out that due to the change in today’s meeting location, the April 28 meeting will be held on the Sarasota campus and the May 24 meeting will be held on Tampa’s campus.

2. a. Academic Restructuring Policy Recommended Forwarded

President Larkin announced that the policy has been forwarded to Provost and Executive Vice President Ralph Wilcox and USF System President Judy Genshaft. The next step is for it to go to the ACE Workgroup, but it is on its way to becoming a new policy.

b. USF President’s Response to FAC Representation on Advisory Councils

The slate of faculty representatives for the three new advisory councils has been approved with a few changes. Dr. Potter and his designee were asked to serve on the USF system Health Sciences and Research Advisory Council, which leaves one opening on the USF System Finance and Audit Advisory Council. Provost Wilcox has been asked to identify someone for that vacancy. Appointment letters have been mailed.

c. Report on December UBOT Meeting

President Genshaft’s salary increase was a recommendation from the Compensation Committee which was fully supported by everyone on the Board.

3. FAC Ad Hoc Committee on USF System Administrator Evaluations

Discussion was held to create a System to which faculty can provide input on the System administrators. President Larkin suggested that Faculty Senates be asked to set up their own evaluation system for their respective administrators. At today’s meeting, an ad hoc committee was created to meet with Corporate Secretary Cindy Visot, General Counsel Steven Prevaux, and Vice Provost Graham Tobin and begin to map out a plan for an evaluation system. FAC members of the ad hoc committee will be Ross Alander, Elizabeth Bird, Philip Levy, and Elizabeth Larkin. President Larkin commented that it was important for the faculty to have input into the System infrastructure and such an ad hoc committee would be a start. She will report back to the FAC on the progress of the ad hoc committee.
Vice Provost Tobin was asked to report on the annual reporting process to the Board of Governors (BOG). He explained that a System report is created from the four annual campus reports. He pointed out that these annual reports present a “dashboard” of how the other campuses are doing. The BOG will be voting upon the System report at its meeting next week. Another report he recommended the FAC look at is one put together by Provost Wilcox on comparing the USF System with AAU and peer institutions. All reports are posted on the BOG web site.

4. Committee Reports
   a. Standing Committees – Philip Levy
      Dr. Levy reported that his subcommittee has identified three areas that need oversight: (1) Honors and Awards; (2) Research Council; and (3) Library and Technology. The Research Council needs to be shifted to a System entity. The question is does the FAC want to have a subcommittee to work with that, or have it continue as is? Dr. Levy suggested inviting the chair of the Research Council, Dr. Dale Johnson, as well as Dr. Karen Holbrook, Vice President of Research and Innovation, to the February FAC meeting to discuss the future of the Research Council. In terms of the library and technology area, there are technology fees that have System allocation issues and need faculty input. Drs. Bird and Levy will meet with Michael Pearce, Vice President of Information Technology to work on a proposal for the entire system. President Larkin asked Dr. Levy to have his subcommittee work on a proposal for a set of standing committees for review by the FAC.

   b. Update on New Committee – Elizabeth Bird
      The oversight committee has been looking at the process by which new programs are initiated on various campuses, such as criteria and how they are moved forward. Dr. Bird has met with Dr. Kathleen Moore in her new role as Associate Vice President of USF System Initiatives on how that role will interact with the FAC. Dr. Moore is amenable to meet with the FAC on a regular basis. Discussion was held about having Dr. Moore serve as an ex-officio, nonvoting member of the FAC. It was agreed to first have her attend on an ad hoc basis. She will be invited to the next meeting with an invitation to be on the agenda for the March meeting.
      Dr. Bird has also been looking at other systems in terms of programs, resources, and demands and asking questions, such as how does a program fit within the System and which campus should it be on. One such area is the Graduate School. Dr. Bird plans to meet with Dr. Karen Liller, Dean of Graduate Studies. A draft proposal has been created that Dr. Bird will circulate to the FAC which lists the three areas that will be asked of a new program: needs, demand, duplication.

NEW BUSINESS
   a. The current Bylaws are in effect until April.

   b. Members for 2011-2012 need to be identified so that officers can be elected for next year. New members will be identified by the April FAC meeting with voting to be done by the May meeting. Faculty Senate presidents will send President Larkin a list of their FAC members which will be forwarded to the entire FAC for nominations. Nominations will be sent to President Larkin and nominees invited to the April meeting. She pointed out that only new members can vote. Elections will be done by secret ballot at the April 28th meeting in Sarasota. May is the last meeting of this group; new FAC members will meet in August.
c. Bylaws will be discussed at the March meeting.

c. Dr. Gregory McColm from the Tampa campus was introduced as a new alternate.

e. Suggested topic for future discussion: What is the role of this group as far as the strategic plan is concerned?

There being no further business, the meeting was adjourned at 11:40 a.m.

Next Meeting: February 22, 2011 on USF Polytechnic Campus from 10:00-12:00 noon. Location: TBA