The meeting was called to order by President Elizabeth Larkin at 10:06 a.m.

2. Approval of minutes from 1/13/11 meeting
The minutes from the FAC meeting of January 13, 2011 were distributed for review. Richard Plank made a motion to approve the minutes as presented. The motion was seconded by James Curran. Motion carried.

3. President’s report
   a. ACFS meeting scheduled 3/25 in Tallahassee (report items)
   President Larkin and Vice President Bird will be traveling to Tallahassee on March 25 to attend the Advisory Council of Faculty Senates meeting. President Larkin requested that the Faculty Senates from all four campuses submit reports to her and she will compile them into one master report for presentation at the meeting.

        b. USF System administrators evaluation plan
   A committee meeting will be held in early March to discuss evaluation plans. Each campus should have a process in place for evaluating their respective administrators. The UBOT has asked that the evaluations be tied to the strategic goals of each campus.

4. Committee Report
   a. Research Council (Bao)
   Paul Bao addressed the issue of membership for the Research Council. In the past, membership was comprised of representatives from all campuses. The St. Pete and Sarasota representatives’ terms expired and they have not been replaced. Paul Bao is the only regional campus representative remaining on the Council.

   President Larkin stated that the FAC needs to make a decision whether to move the Research Council from the Tampa Faculty Senate to a standing committee under the Faculty Advisory Council. The item can be tabled for further discussion, if members are not ready to
make a decision at this time,. Richard Plank made a motion to table the item for further discussion. The motion was seconded by Richard Smith. **Motion carried.**

b. **Technology fees (Baron)**
Nancy Baron provided the following review of the technology fee. The fee is 5% of the base tuition amount and 25% of the fees collected are held in a pool for system-wide projects. The remaining 75% of the fees collected are distributed to each campus. Three levels of approval are obtained for the disbursement of the fees – 1) Student Technology Advancement Council comprised of 16 members representing all campuses, 2) CIO Council of which each campus CIO is a member, 3) USF Technology Standards Board comprised of representatives from CIO, Foundation, and technology folks.

The fees are managed via OASIS. Currently there is no faculty involvement in the process. The website indicates that faculty are to consult with their CIO to bring projects forward for review.

President Larkin suggested appointing one or two FAC members to serve on the USF Technology Standards Board. A recommendation was made to add Aryn Bush from USF Poly and Drew Smith from USF Tampa to the Board and Nancy Baron will issue the invitations.

5. **Discussion of Draft “Oversight of Academic Programs”**
The Oversight of Academic Programs document was distributed for review. There are some major questions about the document that need to be addressed. Vice President Bird met with Kathleen Moore before the document was released. She has also spoken with Bob Sullins, Dean of Undergraduate Studies, and there is a need to form a system Undergraduate Council that would function in the same way that the GECC functions. A meeting has been scheduled for March 1st to determine what the process should look like. Those attending will be: Bob Sullins, Kathleen Moore, Janet Moore, Karen Liller, and Elizabeth Bird. A step involving faculty needs to be included in the process, whether it be via the FAC or a standing Undergraduate Council. A system-wide faculty viewpoint of the process needs to be provided. Vice President Bird will provide an update after the meeting on March 1st.

6. **New Business**
a. **March meeting agenda**
KMM on governance -Kathleen Moore has been invited to attend the March FAC meeting to speak about governance.

b. **By-laws revisited**
The by-laws will be revisited for approval beyond the initial six month period. President Larkin would like the by-laws to be in place by April.

7. **Adjourn**

The meeting adjourned at 11:59am

**Next Meeting: Tuesday, March 22nd on USF St. Pete Campus; Location TBA**