USF System Faculty Council  
August 30, 2012  
9:30-12:00 noon  
USF St. Petersburg  

Minutes  

Present: Susan Allen, Christopher Davis, Kofi Glover, Patricia Hunsader, Kathleen Moore, Steve Lang, Lynn McBrien, Scott Perry, Patricia Pettijohn, Barbara Spector, Jim Strange, Gregory Teague, Paul Terry  

Absent: Elizabeth Bird, Steve Permuth, Phil Levy (with apologies).  

Recorder: Wendy Baker  

SFC President, Christopher Davis, called the meeting to order at 9:30 a.m. and council members introduced themselves. The minutes from the June 13th meeting were unanimously approved.  

President’s Report  

a. Introductions of SFC members – done prior to minutes being approved.  

b. Advisory Council Membership and other SFC nominations  
   Members were asked to advise Janet O’Shea whether representatives from each USF institution are serving on a system advisory group/council.  

New Business  

a. USF System Policy – Criminal History Background Checks  
   The new USF System policy on background checks was distributed for review and discussion. Chris Davis will send an email to Terri Drye in Human Resources (after circulating draft to the council) addressing the four issues/recommendations the USFSFC identified through discussion.  
   1) Once the background check is completed there needs to be cohesion between colleges and system institutions.  
   2) Articulate the background check to school districts and other institutions.  
   3) Verify budget responsibility  
   4) Consistency with existing policy (lines 68 and 88)  
   5) Add a line to include coaches from the Athletic Department  
   It was requested that the policy be taken to each institution’s Faculty Senate for discussion. Comments may be directed to Terri Drye in Human Resources.  

b. Distinguished University Professorships: nomination processes
The procedure for nomination is outdated and does not reflect the system structure. The USFSFC is the appropriate body to review the guidelines and to update and remove old language for a cohesive policy. It was recognized that each institution may have different value judgments on criteria. Patricia Pettijohn will draft a policy for system guidelines and contact the Chairs of each institution’s Faculty Awards Committee for coordination. The new policy once adopted will be put into operation by each institution’s Faculty Senate. The matter was tabled until the next meeting.

In the meantime, the Faculty Senates were encouraged notify faculty of the awards and encourage nominations.

c. **Creation of School of Policy and Urban Affairs: proposal**

The proposal was distributed on July 23 and according to policy the council must provide feedback to administration on 1) consultation/notification to colleagues and 2) impact of proposal. The College of Arts and Sciences at Tampa has not had an opportunity to review the proposal yet due to the timing of the proposal’s submission. A general policy recommendation was made that proposals for reorganization not be promulgated over the summer when faculty members are gone since they have a deadline to respond to the proposal. Kofi Glover advised that Florida state statute allows the university administration to organize the university; the process of having the USFSFC involved is to provide a mechanism for faculty involvement and engagement. The issue was tabled until next meeting in order to allow review by and feedback from colleagues in the affected units in Tampa.

**Old Business**

a. SFC Constitution (Scott Perry) – a draft was distributed. The matter was tabled until the next meeting. SFC members were invited to send feedback directly to Scott Perry. Kathleen Moore will have Janet O’Shea work with Judy Buffa in Sarasota to make a common repository for USFSFC documents.

**Issues from the floor**

a. Due to scheduling conflicts, USFSP will host the October 19th meeting and Sarasota will host the November 15th USFSFC meeting.

b. Informational item – There is a state committee looking at changes to the General Education (GenEd) curriculum. There will be a reduction in the number of courses in the GenEd portfolio of requirements. The portfolio will be common to all state colleges and universities. The changes affect courses categorized into five areas: Communications; Humanities; Mathematics; Natural Sciences and Social Sciences. Bob Sullins is serving as an alternate on the Mathematics sub-committee. Dr Sullins is USF’s only representative on the committee. USF institution Senates and General Education Committees should be made aware of these significant revisions to the general education curriculum. The USFSFC will
coordinate dissemination of information and feedback upwards (through the Advisory Council of faculty Senates (ACFS) at the state level) and downwards (through the institution Faculty Senates) on the issue. It was agreed to expanding discussion of the implications of the changes to the General Education curriculum at the next meeting.

At 11:45am a motion to adjourn the meeting was unanimously approved.