Meeting began 10:02am

Absent: Richard Plank

**Guest:** Graham Tobin, Provost’s Office
**Recorder:** Judy Buffa

1. Introductions of attendees.

2. Presidents report:
   A. The response from the USF System administration to the FAC request for an administrative budget and release time for the officers of the organization was affirmative. It will take time for a system budget to be set up with all campuses contributing but for now funding to hire adjuncts for course release time will be covered by the USF administration.

   B. The ACE Advisory Council has approved changes to the Graduate catalogue. Faculty from the three smaller campuses will now be referred to as “affiliate graduate faculty”. The dean of the Graduate School is responsible for coordinating programs and policies and maintains the list of faculty eligible to serve on doctoral committees. Faculty who want to serve on a doctoral committee should approach their deans to make sure their name is on this list.

   C. A committee under the leadership of Kathleen Moore will be reviewing the BS program in Informational Technology which is offered online. The degree program is currently available at USF Polytechnic, USFSM, and USFT. The committee will explore how the individual programs can be developed in ways that campuses are not competing with each other for students.

3. The August 20, 2010 FAC Minutes were approved as submitted. The FAC doesn’t have a webpage yet. A request will be made to the USF System Administration for the webpage to be developed. The minutes will be posted on Blackboard.
4. The Draft FAC bylaws were discussed and motions made and passed for specific changes in the language of the draft document. The revisions will be made and brought to the October 13th meeting.

   A. The word ‘system’ should always be capitalized in the title USF System. The system title for the Tampa Provost is Executive Vice President and should be used in this document dropping the word provost.

   B. The second paragraph in the section Officers: The immediate past-president will continue as an ex-officio member of the council for one year. Add: non voting

   C. The section, ‘Voting Practices and Quorum’ should now read: For all business matters a quorum shall consist of 50% of the FAC membership plus one. Votes taken at meetings will be decided by a simple majority vote of those present. Tie votes will be recorded as such after discussion and re-voting; there is no casting vote (no coin flipping). Minority views will be reported.

   Amendments to the Charter or Bylaws will require a 2/3 vote of the FAC membership, and such voting will be conducted electronically to ensure full participation.

   D. In the section ‘Meetings’: Drop the words, “from September through May”.

   E. The section, ‘Action on Recommendations and Resolutions’ should read: All proposed recommendations and resolutions may be forwarded to system administrators and must be taken to the four campus Faculty Senates for approval before final approval by the FAC and forwarding to system administrators. Any dissenting or “minority opinions” will be included in any recommendations forwarded.

5. The draft FAC Organization Chart was discussed. The following motions were made and passed for changes in the draft document and recommendations to be put forward:

   A. Recommendation: FAC requests representation on the following Advisory Councils:
      
      Academics and Campus Environment Advisory Council (ACE AC) - The four Faculty Senate Presidents from each campus or their designees will be members of the ACE AC.
      
      Finance and Audit Advisory Council (FA AC) – FAC will appoint one representative from the Tampa campus and one from another campus to the FA AC. (This year Hunt Potter and Richard Smith are appointed.)
      
      Health Science and Research Advisory Council (HSR AC) – FAC will appoint three representatives, one for Health Sciences and two for Research with one being from Tampa and one from another campus. (This year Larry Branch is appointed for Health Sciences, Jim Garey and Melanie Riedinger-Whitmore are appointed for Research).

   B. The representatives to the Advisory Councils will be appointed by the FAC president.

   C. Resolution: The FAC proposes that all faculty appointments to the UBOT Workgroups be made by the FAC, with the FAC representatives on the Advisory Councils also serving on the aligned Workgroups. In addition, the FAC would look outside its membership to recommend other faculty representatives to serve on the UBOT Workgroups to make a total
of five per faculty members on each. Voting: 9 in favor and 7 opposed. The motion is carried.

The minority opinion was that the FAC representatives appointed to the Advisory Councils also serve on the UBOT Workgroups, but that the remaining faculty appointment openings continue to be made by the Executive Vice-President of the USF System.

6. Items for the next agenda: organizational restructuring concerns, further discussion of the kinds of responsibilities the FAC should undertake, and defining the mandates of the new Advisory Councils.

Meeting adjourned 12:01pm

Next Meeting: Wednesday, October 13th on USFP Campus at 10-12:00pm, Room# 2155 in Building LTB

http://poly.usf.edu/AboutUs/Location/CampusMap.html

10/06/2010