

**College of Arts and Sciences**  
**Faculty Council Meeting**  
**Minutes**

October 18, 2013

**Attendees:** Elizabeth Bell, Michael Brannick, Allison Cleveland-Roberts, Eric Eisenberg, Vickie Gregory, Cheryl Hall, Lorene Hall-Jennings, Julie Harmon, Richard Manning, Stephen McNutt, Adriana Novoa, Dana Pittman, Philip Porter, Robert Potter, Christine Probes, Valerie Harwood

**Absent:** Chuck Connor, Kristina Schmidt, Nataša Jonoska

- I. Meeting called to order.
- II. Announcements: Dr. Novoa is sending to the faculty the documents distributed by the Deans at the CAS Council of Chairs meetings. She will also be meeting with Dr. Cleveland-Roberts in January to discuss improvements of the process to get new courses proposals approved.
- III. Review of Minutes: Minutes from September 2013 meeting were approved with no changes.
- IV. Fall Assembly: The date for the Fall Assembly has been set and a room has been reserved. The next step is to confirm a speaker for the assembly. It was agreed to invite Dr. Greg Teague.
- V. Deans' remarks: Dr. Eisenberg discussed the following topics:
  - Budget reduction plan strategy. Although there is no clarity on impending cuts, CAS has submitted a budget reduction plan. In addition, CAS has submitted Faculty hiring plans. With another meeting next week, Dean Eisenberg hopes to have more clarity soon.
  - Tenure and Promotion (T&P) – New T&P guidelines are being developed and presented to the Faculty Senate soon. Dr. Bell urged all interested parties to attend upcoming Town Hall meetings and/or send emails to Dr. Greg Teague for consideration.
  - University of Florida has implemented UF Online (UFO). This initiative intends to create entire programs online at a cost of tuition being 75% of traditional programs. USF's strategy is to target upper division and graduate programs online. Dr. Potter noted UFO will begin with freshman and will not accept transfer students at this time. UF hired 253 people for their UFO program, with some these hires as Advisors.
- VI. Classroom Equipment: It was brought to the committee's attention that many USF classrooms do not have the appropriate equipment (i.e. lecterns) and not clear about procedure to get appropriate equipment and technology to support teaching. Some of the equipment (i.e. white boards and black boards) are in poor shape and need repairs. Dr. Eisenberg recommended that a few members of the Council could meet with Dr. Elizabeth Bell and Ms. Sandy Lovins to determine what could be done to

remedy these situations. In addition, a group could meet with the Faculty Senate about these concerns. Dr. Novoa will research who to contact to discuss concerns with the Faculty Council Members.

- VII. T&P draft: Dr. Novoa reviewed comments received regarding the T&P draft guidelines. Dr. Valerie Harwood, member of the T&P Guidelines Committee, answered questions pertaining to the draft revisions for the USF T&P Guidelines. After much discussion, Dr. Harwood encouraged faculty to send their concerns to the committee since the guidelines are still in the draft stage. The recommendations from the T&P guideline committee will go to the Faculty Senate in December 2013. Dissemination to USF Colleges/Departments/Units is expected in early Spring 2014. In late Spring 2014, the guidelines will be finalized and forwarded to the Faculty Senate. Lastly, the USF Board of Trustees will need to approve changes made to the T&P guidelines. Dr. Harwood noted that the guidelines might be in place a year after their approval. Also, once approved, faculty members who have concluded their mid-tenure review can go with new guidelines, or opt for the ones in effect when they started tenure at USF. However, those faculties who have not completed their mid-tenure review will operate under the new T&P guidelines.
- VIII. Old business – Dr. Manning requested a vote on the motion brought forth at the September 2013 meeting. Specifically the motion introduced was: “The CAS Faculty Council recommends to the CAS Dean, Dr. Eisenberg, that he requires all CAS departments to develop and justify discipline specific standards for tenure and the process by which their faculty can meet these standards”. This motion was tabled to the next meeting Faculty Council Meeting for additional review and discussion.
- IX. New business – no new business
- X. Meeting Adjourned