FLORIDA GULF COAST UNIVERSITY
FACULTY SENATE LEADERSHIP TEAM MEETING
Friday, October 21, 2011, 12:00 – 1:30 pm
SU 213 (Student Union Chambers)
AGENDA and MINUTES

Leadership Team members:
Senate President: Douglas Harrison
Senate Vice-President: Howard Smith
Senate Secretary: Maddy Isaacs
Senate Parliamentarian: Arie van Duijn (Absent)
Senate Past President (ex officio): Chuck Lindsey
  Graduate Curriculum Team: Carolynne Gischel
  Undergraduate Curriculum Team: Jason Craddock
  Student Affairs Team: Barbara McAloose
  Library Team: Mattie Venglar
  Technology Team: Charles Fornaciari
  General Education Council: Eric Otto
  Program Review Team: Judy Wilkerson (Wilkerson), Dahai Guo
  Appointments Team: Hibbard
  Faculty Affairs Team: Shirley Ruder
  Institutional Affairs Team: Demers
  Graduate Affairs Team: Shalul Hameed
  Grants and Research Team: Megan McShane
Academic Affairs (ex officio): Ron Toll (Absent), Greg Tolley
UFF-FGCU President (ex officio): Monika Renard

1) Gathering: 12:30 noon
2) Approval of previous minutes (with corrections)
3) Report of Harrison meetings with President and from 10/17 Senate earlier in the Day
   • Professional Development Funds,
   • Core Climate Team,
   • Appointments to PATF Implementation Task Force,
   • Planning and Budget Meeting;
   • Recent Appointments,
   • Higher Education Reform Issues as discussed in Senate
3) Team Reports: brief updates on any recent activity by the standing teams;
   briefing on draft work plan for 2011-12 and
   o Faculty Affairs Team– Ruder (facilitator and chair) have prioritized tasks;
     starting with 1. Search and screen process
   o IAT – Demers (facilitator and chair)
     ▪ Calendars; approved 12-13 calendar and will be working on 13-14
       and 15-16 as well.
     ▪ Issues to be discussed is extending terms by a week to incorporate
       finals week and Commencement on Sunday.
     ▪ Comingling of trash and recycling materials
     ▪ Tripping over students in the hallways and need for more furniture.
   o PRT – Guo for Wilkerson
- Reviewing submissions from last year and results from meetings with Provost last year; issue of indirect measures (using surveys rather than student learning outcomes)
  - **Graduate Affairs** – Shahul Hameed
    - Tolley talked about process for "10% rule" approval and described the exigency of getting it through Summer Senate for BOT meeting approved in August 2011
    - Grad Affairs procedures due for next Senate meeting.
  - **Graduate Curriculum Team** – Gischel
    - Reviewed Posthumous Degree process; needs to go through the Provost Office rather than Team. Lindsey – UGT and GCT need to go through and make proposal to Provost Office for a University policy. Last review in 1999 and official status as someone having signed off on this is not clear.
    - Gross was selected as Liaison but Gross has stepped down as Senate member. Will be designating a liaison later.
    - Starting to review some program revisions at next meeting.
  - **Undergraduate Curriculum** – Craddock
    - Reviewing language at new minor degree proposals and policy
    - Starting to review curriculum changes
    - Posthumous Degree also on their list
  - **Student Affairs** – McAloose
    - Review student code of conduct to see if it includes protections for faculty; especially with regard to harassment (getting new language from Rollo)
    - Discussed workshops in classroom management for faculty (not sure source of sponsorship)
    - Revisions of Student of the Year Award – expect proposed changes for next meetings; applications have diminished due to portfolio requirements – need more categories for student recognition
    - Reviewing Academic Warning System – not sure who decides language to be used (advisors? Faculty? Provost? Registrar) could be a recommendation for a regulation or policy but uncertain where it will go
    - Discussed liaisons
  - **Library** – Venglar
    - Reviewed team purpose as supporting what Library Dean needs help with; met with Dean Miller to discuss what should be in workplan
    - Surveys – LIBQUAL to faculty, staff, and students in Spring; feedback survey from graduate students and faculty using new lounge;
    - In put on redeveloping Library fourth floor into other usable spaces to improve student flow.
    - Electronic resources – trying to respond to faculty requests but budget has been static against rising prices.
  - **Grants & Research** – McShane
Typically meet later in term – fall semester work to review Centers and Institutes against BOG regs for viability and financial audits for these.

- McShane both Chair and Liaison

  o Technology – Fornaciari
    - Asked to supply faculty to Learning Management System Selection Ad Hoc Task Force
    - Annual Faculty Survey of Tech wants and needs survey; last year Adobe Creative Suite was accomplished with more availability on campus.

  o Gen Ed Council – Otto
    - Working with OCI to institute change to Gen Ed course proposal process. Drop down form will include specific competencies to be included and how these will be assessed.
    - Approved Gen Ed Checklist to determine if courses meet Gen Ed policies – want to distribute to faculty.

  o Appointments Team – Hibbard
    - No Senate Liaison yet
    - Guidelines approved at Senate earlier today under suspended rules to meet demand for three searches that need faculty staffing

  o Outcomes and Assessment Task Force
    - Reviewing all Outcomes and Competencies (14 total) to determine if there are universal outcomes that are non-redundant that faculty want to teach and assess
    - Working relationship with LMS Task Force
    - Want to establish alignment with Gen Ed Council
    - Team wants Elspeth to SACS meeting to view all LMS in exhibit hall; requested info from Provost
    - Requested to include Tech Team in the loop – maybe go to SACS conference in Orlando

- Executive Leadership Initiatives
  - Evaluation of Chairs and Deans –
  - Initiation of broad-based conversation about what shared governance means on campus; work toward an articulated framework.
  - Will also track PATF changes as they impact Senate administration and By-Laws.
  - Reported that Provost reported that CORE group will be meeting to continue to address issues from the Climate Survey.

4) Unfinished Business

- Senate Liaisons – handle with Doug through email

5) New Business

a) Draft Proposed By-Laws change
   1. strike language of SBAC which has resided under IAT and has not met for more than 5 years. Effort to reflect Planning and Budgeting Process as it currently exists.
   2. There are more than 40 non-Senate opportunities for faculty service. PBC is appointed by President from nominees Senate sends. Attempt to bring the group together to connect with faculty representation. Need a
clear way to communicate between Budget Committees and Faculty Senate.

3. Next step is to send it to the PBC for review and then on to Full Senate to review By-Laws.

b) Review all standing Team By-Laws and make sure how you understand your function to initiate By-Laws changes by mid-year to do all together in the Spring.

c) Staffing New Faculty Senate Ad Hoc Task Group concerning Higher Ed Reform – Amy Towne only volunteer; McShane nominating Michael Fauerbach to serve if he is willing. Discussed how to approach constituting the committee. Chuck Lindsey volunteered. Motion (Hibbard with Gischel second) to initially form group with Lindsey convening, Towne, and Fauerbach (contingent on his willingness) to participate. Motion passed.

d) Issue – on FAT; two Assistant profs which violated Team By-Laws (need at least one at or above Associate Rank). Request that CPS has another election to find an Associate Professor or Professor to serve. Teams should solicit input for the committee but wait for Doug to work out communication path.

For the good of the order:

- Students have taken up non-smoking campus issue with an electronic survey of entire campus; policy recommendation to follow.
- Look at making sure rotation schedules for elections are disseminating to make sure Colleges are following them. Question of timing of elections as well and the impact of shifts from PATF changes next year.

Next meeting: Friday, November 18, 2011, 12:00 noon