AGENDA

Leadership Team members and their representatives:

- Senate President: Douglas Harrison
- Senate Vice-President: Howard Smith (absent)
- Senate Secretary: Maddy Isaacs
- Senate Parliamentarian: Arie van Duijn
- Senate Past President (ex officio): Chuck Lindsey
- Faculty Affairs Team: Shirley Ruder
- Institutional Affairs Team: Nora Demers
- Graduate Affairs Team: Jaffar Ali Shahul Hameed
- Graduate Curriculum Team: Carolyn Gischel
- Undergraduate Curriculum Team: Jason Craddock
- Student Affairs Team: Barb McAloose
- Library Team: Mollie Venglar
- Grants and Research Team: Megan McShane (absent- Margaret Banyan representing)
- Technology Team: Charles Fornaciari
- General Education Council: Eric Otto
- Program Review Team: Judy Wilkerson (absent; report included)
- Appointments Team: Susan Hibbard (absent; report by Carolynne Gischel)
- Academic Affairs (ex officio): Ron Toll,
- UFF-FGCU President (ex officio): Monika Renard

1) Gathering: 12:00 noon

2) Approval of previous minutes (see attachment)
   a) With minor changes.

3) Update from Faculty Senate
   a) Review Higher reform report and monitoring

   b) First reading of By-laws amendments for GAT and PBC. To be considered for approval on 12/2.

   c) Approved for first reading as Chairs and Deans evals with revision removing open-ended item at the end. Could come up for vote on December 2 and can now be discussed and revised with comments from faculty and chaires/Deans.

   d) Introduced shared governance conversation. Will have forum on 12/2 at 8:30 prior to next faculty meeting.
4) Team Reports – Thanks for uploading meeting notes and reports.

a) Faculty Affairs Team - Shirley Ruder –met once with a good turnout and discussing search and screen procedures (including HR, Counsel and VPAA reps) Provost coming to December meeting to discuss retention.

b) Grants and Research Team: Margaret Banyan (representing Megan McShane) Working on Centers and Institutes and what constitutes a decision and role of committee in evaluating these within the scope of their By-Laws. Difficulty in understanding how to document outcomes. Questioned the composition and faculty rep to ORSP replacement position.

c) Appointments Team: by Gischel - appointment for Lawn Beautification Committee (Everham; Search for Asst VP for HR (Leary) and in process to make appointment for Asst VP for Research and Graduate Studies.

d) Institutional Affairs Team: Nora Demers – approved 2012-13 calendar at November meeting; BOG now has us counting days and not hours which may add a day to the calendar. Working on campus smoking issue and will have full campus survey by January. In spring are looking for more seating so students are not splayed out on the floors. Provost has asked us to look at elimination of Hurricane days from the calendar as a way to avoid wasted days and having to rename days which is a solution that doesn’t work. Registrar will be posting 2013 calendar soon.

e) Graduate Affairs Team: Jaffar Ali Shahul Hameed – working on By-Laws revising and has been passed onto Senate as First Reading; working on graduate admissions; appeals processes; clarifies what it is and isn’t responsible for when other college or University bodies are addressing issues. Program level policy changes should be reviewed by GAT to ensure these are in line with other University policies. Also discussing program level policy review form to educate those considering changes and make this easier. COE has certificate courses they want to credit toward graduate degrees. Developing policy about what constitutes a thesis and what constitutes a dissertation visavis library cataloging and submissions. Will share with Library team before finalizing.

f) Graduate Curriculum Team: Carolyn Gischel – not much to report since last meeting. Meeting cancelled recently due to lack of quorum. Currently reviewing revisions that are coming through and some have been approved. One issue that may cause issues this year is the change in who will look at admission revisions for program not that GAT is looking at that. Not clear which items got to GCT and GAT and this will be a year of working on the process for that. Tolley and Duff working on making sure that program changes do not get delayed for the catalog due to this transition.

g) Undergraduate Curriculum Team: Jason Craddock – have reviewed all curriculum that met the deadline and looking at Posthumous degree rules and had lowered threshold from 90% to 75%. Looked at Academic minors to clarify language about hidden prereqs.

h) Student Affairs Team: Barb McAloose – was sent project to look at regarding student groups studying abroad; Hozdik has taken on shared role with regard to this; such groups require two leaders (the faculty member involved and another FGCU employee). Student of the Year – new language for alternative SOTY awards for undergrad and grad categories.
i) Library Team: Mollie Venglar – met this morning; discussed LIBQUAL survey rolling out on March 12 and will be reminded to participate to get better faculty participation. Interviewing for a digital services librarian to manage archives and special collections and investigate an institutional repository. Unknown if that is in-unit faculty or administrative position. State looking at cost sharing for eLearning packages – not advantageous for FGCU (could cost $250,000) depending on how sharing would be calculated. Provost discussed notion of group purchasing to reduce costs and his committee assignment about this to ensure that smaller institutions are not hurt by the uneven use of these documents. Question about who owns books in the repository for accreditation purposes.

j) Technology Team: Charles Fornaciari – interface and nexus of communication for task force reports. How they can support process to share information. Planning for spring survey of faculty technology needs and use and coordinating with O’Connor Benson to move recommendations forward.

k) General Education Council: Eric Otto – working with proposals and to include assessment information in proposal using drop-down language. Wilkerson and OATF have invited rep to sit in on OATF meetings. Will hold off Gen Ed assessment until OATF has reported.

l) Program Review Team: Judy Wilkerson (absent; report included) PRT continues to do most of its reviews, but our work suffers from poor attendance, some of which is due to illness and some of which is due to other reasons -- child care, research agendas, etc. One member has resigned because of illness; one expects to return for our last meeting; one College is holding an election to replace a non-attender. Faculty who attend are doing excellent work and showing commendable dedication.

m) OATF Judy Wilkerson (absent; report included) - is making excellent progress. We have heard two presentations on accreditation management systems. One is the administrative template in SharePoint. The other is LiveText. We are developing a survey to be deployed, completed, and analyzed for our next meeting to determine the extent to which our various sets of outcomes are of interest to the faculty. That will help us finalize the list of SLOs for Senate review, based on what we can do and want to do as faculty. We decided that data-based decision-making was in all of our best interest in completing this task, and the survey is the result of that decision. Our goal is to complete this charge this semester. Gen Ed has joined the group in a consultative capacity. Elspeth and Judy will review options and continue an excellent collaboration at the SACS annual meeting. Provost Toll has funded Elspeth; Judy is partially funded by SACS because she is conducting a workshop for them.

Unfinished Business

n) Approve Senate Liaisons to Standing Teams (see attachment: Draft Roster of Senate Team Liaisons 111811)

   i) IAT will be Shawn Felton and still looking for one for Tech Team; Rosalyn Gross no longer on team. Approval delayed until more finalized.

5) New Business

a) Shared Governance Initiative discussion (see attachment) (Howard Smith, Nora Demers)

   i) Harrison introduced discussion, history, process, and facilitated conversations. IAT will take a lead role for this. Demers indicated IAT has seen it and a few have
indicated it is good. It was developed at the system level for adaptation at individual institutions. A common observation is that “actions speak louder than words” – need to make shared governance a reality and not just something we write and put on the shelf.

Next meeting: Friday, January 13, 2011, 12:00 noon