### MINUTES

**Faculty Senate Leadership Team**  
Friday, September 19, 2014  
Cohen Center 213

In Attendance:

- **Senate President:** Shawn Felton  
- **Senate Vice President:** Billy Gunnels  
- **Senate Secretary:** Penny Finley  
- **Senate Parliamentarian:**  
- **Faculty Affairs Team:** Hallie St. Hill  
- **Institutional Affairs Team:**  
- **Graduate Affairs Team:**  
- **Graduate Curriculum Team:**  
- **Undergraduate Curriculum Team:**  
- **Student Affairs Team:**  
- **Library Team:**  
- **Grants and Research Team:** Danielle Rosenthal  
- **Technology Team:** Charles Fornaciari  
- **General Education Council:** Carolynne Gischel  
- **Program Review Team:**  
- **Appointments Team:**  
- **Planning and Budget Advisory Committee:**  
- **Academic Affairs (ex officio), Tony Barringer**  
- **UFF-FGCU President (ex officio)**

### Summary:

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<th>Agenda Item</th>
<th>Responsible</th>
<th>Discussion</th>
<th>Action/Vote</th>
<th>Follow-up</th>
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<tr>
<td>1) Gathering</td>
<td>Shawn Felton</td>
<td>Opening remarks. Next Senate Leadership Team October 18&lt;sup&gt;th&lt;/sup&gt;.</td>
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<td>2) Approval of Agenda</td>
<td>Shawn Felton</td>
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<td>3) Approval of Minutes of</td>
<td>Shawn Felton</td>
<td>Corrections: Carol Makisan representing Undergrad Curriculum Team Hallie:</td>
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<td>Was there something broken that needed to be fixed Felton:</td>
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<td>Just because it is working, are there areas that can be improved Gunnels:</td>
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<td>Nothing was broken. There may be opportunities that have been ignored.</td>
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<td>Motion to Move; Move and Accepted</td>
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<td>4) Old Business</td>
<td>Shawn Felton</td>
<td>Work plans – officers are here to support you and to visit your meetings</td>
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<td>when we can.</td>
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<td>5) New Business</td>
<td>Shawn Felton</td>
<td>Summary of Senate from 9/19</td>
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<td>1) PRT bylaw revisions were not acted upon.</td>
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There will be more time for the team to work on these.

Elizabeth – something will be brought forward by December

2) Claude’s report from the GGAP changing the hours from 48-36 hours

Claude: Clarification of how this change was needed especially by the COE for the Ed.D. program.

Hallie: Discussed the requirement from the accredited university is problematic in the wording of requirements.

3) Carol’s report on the changes proposed for the Excellence Awards.

Gunnels: The consistency that committees on Excellence wanted the electronic portfolio to be the first order of change. Other issues to be considered may also be (timeline, amount of material, different types of recognition)

Hallie: Canvas should be the means of submission.

4) Registrar Report from (Byars and Snauwaert) concerning the earlier start times for the purpose of traffic and maximum use of classrooms. Right now we are asking for feedback from colleges to be funneled through officers.

Claude: People may see this in a negative way but his may be an opportunity to lead us to get additional buildings. Personal interests aside, there may be more opportunities.

Felton: There were questions about how many other universities are using earlier start times and the data will be provided for us.

5) Professional Development – October 1 is open and will close at October 31. The committee was recommending no guideline changes. Reminders should be in place if you have forgotten any pieces to the submission. There were 10 people who were rejected because their submissions
had failed in part. Larger conversation:
Should the Professional Development Fund Grant be looked at for me accountability, for caps. Term limits? Has this become a defunct travel fund? 85 applications are reviewed each semester. Are we doing what we should be doing with this fund.
Charles: If you only get $500 a year for travel with requirements for research and then there is a “lottery” for funds. The amount of money that the university originally offered each was $200-$1500,
Gischel: The process is time consuming and disturbing that the $500 is serious lacking in light of the cost of registrations, flight, hotels, everything is very expensive.
Felton: The overbudget piece is causing us to lose money as well.
Hallie: Explanations for why faculty has reasons for over or under budgeting.
Claude: Could a subgroup look at data from the past to see who has received these funds (jr. faculty vs. sr. faculty, reasons for awards) Where should we put our emphasis for the future?
Hallie: Jr. faculty in particular need to be funded, but we cannot fund only one segment of the faculty. There has to be a system of checks and balances.
Charles: A tenure granting university has different requirements, but here without tenure all ranks have the same requirements. Reports have started to make FGCU a beaurocracy.
Claude: A clarification statement that he was not suggesting a definite way to go with regard to junior or senior faculty.
6) Dr. Wells’ report – grade reports for athletes, requirements for athletes to report their travel schedules at the beginning of a course. Latitude should be given during tournament times.

Leadership Initiatives

Felton: Call from the committees to explain their initiatives that can be brought back to senate.
Gischel: on line learning initiatives
Felton: Last year the goal was to look at a
multitude of issues facing higher education and FGCU. Opportunities and Challenges were discussed and then PBF became the focus.
1) On line Learning Initiative The BOG is looking for a common LMS for the state of Florida.
2) Instructors’ Role in the University. Could there be a change in the Clinical Instructor or Clinical Assistant Professor? Can an adhoc team investigate this?
Beth: Nurse practitioners are required to have a doctorate. A clinical track makes a lot of sense.
Hallie: This conversation has been going on since the university opened. A process that may go through UFF and the faculty and the senate. The faculty affairs team could take this on.
Felton: We would like to see the concerns go to the FAT.
Felton: Do we need adhoc teams or special teams or do we need a standing team.
Beth: Is the BOG looking to start a Florida Virtual University?
Felton: Distance learning is still out there and we need to know what is being proposed and how does this impact us at FGCU. Discussion of how to include members of technology team and online learning team and reaching out to get a team together of people interested in focusing on direction.
3) Excellence – highlighting award winners, date change for submissions. Inclusion Dr. Serro as ex officio on the team. Take that back to the FAT

6) Team Reports
Student Affairs Team – the team will be there to support colleges that are no doing their own selection process of students of the year.
Graduate Curriculum Team (Gischel)- next meeting Oct. 8
Gen Ed Council (Gischel) – CAT teams Competency Assessment Advisory Teams will be scheduling town hall meetings, hoping for faculty participation. The discussions will be centered around assessments. Conversations have been held about minimum grade and
Gordon Rule minimum grade. They have proposed a minimum grade of C for the math and writing courses for the fall of 2015. They would also like to explore the need for a minimum grade of C for the Gen Ed program.

Technology – Next meeting September 30 (Charles)
TEAM Claude – October 2 will be the next team

Program Review Team – Beth: The team met and elected a facilitator. The goal is to have the bylaws checked and brought back by December. Meetings have been set up for every two weeks. Funds will be needed for two or three external reviewers to come to campus.

Faculty Affairs Team (Hallie for Cecil) – reviewed drafts of documents. FED consistent with CBA. Bylaws will be reviewed. Evaluations of chairs and deans and approved the recommendations. Follow-up was needed to make sure where the surveys are, when they will be administered and where to find the results. She will take back the issues of ranks with regard to instructors and clinical professors.

Felton: Asked for clarification from the faculty from the library about how those ranks apply.

Institutional Affairs Team: Dorothy – Worked on Bylaws, Merwin Hall furniture was delivered. Their major charge is a calendar that will span 4 years.

Academic Affairs (Tony) mentioned again the provost’s proposal for one document for promotion piece as well as the earlier start time in scheduling.

Discussion about reviewing the promotion documents and who has final say about promotion. Should another layer of review be added?

Appointments Team (Heather Snapp) Call for the need for committees and members. If you see a colleague that would be great, then push people to join. Dining services would like to form a focus group for Oct. 7 and 8th for an hour to talk about food services on campus.
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<th>Shawn Felton</th>
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<td>BOG report - Estimating Conferences in November and March. Performance Based Funding is still a huge topic. $100M of new money. 4% of budget or $200 M is being called for skin in the game next year. Risk to base budgeting is increasing. In the BOT meeting we approved 2.5% growth rate. We are looking to increase retention. Retention went up 1.2%.. Wednesday Oct 1 (3-5 pm) and Thursday, November 13 (9 am) committee on Program Review will be meeting in this room about the Stress Test. Phase 1 is to explore all programs on suspended list and make recommendations for discontinuing. Phase 2 will be taken up after SACS to begin looking at low enrolled programs. Policies and regulations are in place to regulate how quickly these changes can happen. Another committee that Shawn Felton has been appointed to is the committee to set up a scorecard for evaluating President Bradshaw. Bylaw change for the</td>
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Foundation Board to include staff and students as members. PBC first meeting on Wednesday. Article will be sent out on the evolution of the SAI.
Hallie: Sometimes funding is as a result of a faculty member and for that reason, there should be faculty members on the Foundation Board.

| 7) For the Good of the Order | Gischel: Question to the body about programs with hours over 120 hours.
Felton: Internship hours are excluded from the 120 hours.
Beth: Clarification for programs as part of the stress test.
Felton: Just because you may be on the suspended program list, does not mean it will be discontinued. Some programs are clearly not valid any more. Each will be examined separately. |

| 8) Announcements | |

**Next Senate Leadership Meeting:** October 3, 2014

**Next Senate Leadership Team Meeting:**