

**CBCS FACULTY COUNCIL**  
 August 30, 2018 MINUTES  
 10:02AM-11:01AM, MHC 1141

**Attendees:** Supraja Anand, Tim Boaz, Christina Dillahunt-Aspillaga, Bryanna Fox, Victor Molinari, Kathleen Moore, Richard Moule, Alicia Stinson-Mendoza

**Guests:** Catherine Batsche, Howard Goldstein, Julianne Serovich, Nancy Wisgerhof, Elizabeth Roman

Topic	Discussion	Action
<b>Minutes from April meeting</b>	<ul style="list-style-type: none"> <li>➤ <b>Chair Dillahunt-Aspillaga</b> welcomed the members to the first fall meeting and asked everyone to introduce themselves. Council members were asked to review the unofficial minutes from the <b>April 24<sup>th</sup></b> meeting. A motion by Tim Boaz was made to approve the minutes. Richard Moule second the motion. The unofficial minutes were approved by the remainder of the council.</li> </ul>	
<b>Dean's Report</b>	<ul style="list-style-type: none"> <li>➤ The Dean informed that various meetings are being set for early September to discuss consolidation with Deans and Associate Deans in St. Petersburg. Also, informed that the Provost Office wants to include Faculty members from the other campuses on our Search Committees.</li> <li>➤ Dean Serovich will be presenting at the Fall Faculty Assembly on October 5<sup>th</sup>. Encourage your Faculty to attend. Budget information will be presented in this meeting. She would also like to attend department/school faculty meetings. Please request questions before this meeting and would like it to be a dialogue with all the Faculty.</li> <li>➤ New initiative to encourage Associate Professors to become Full Professors. Will be meeting with Chairs to establish some steps and later we will be working with the Chairs and the Full Professors to create a pathway to encourage them to advance.</li> <li>➤ As a suggestion for the Faculty Assembly, we should include a moment of reflection for those Faculty, staff, and students that have passed away.</li> </ul>	
<b>USF Senate Updates (Tim Boaz)</b>	<ul style="list-style-type: none"> <li>➤ Issues:             <ul style="list-style-type: none"> <li>➤ Consolidation of USF:                 <ul style="list-style-type: none"> <li>• Structural issue, one institution,</li> <li>• One set of criteria,</li> <li>• One mission</li> <li>• No duplication of programs a different campuses</li> <li>• Faculty governance</li> </ul> </li> <li>➤ Council Vacancies are as follows:                 <ul style="list-style-type: none"> <li>➤ General Ed Council - 1 vacancy</li> <li>➤ Graduate Council - 2 vacancy</li> <li>➤ Publications Council - 1 vacancy</li> </ul> </li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>➤ Research Council - 1 vacancy</li> <li>➤ Undergrad Council - Kya Connor is on a Fellowship. We need to find someone to fill in for her.</li> <li>➤ Developing a project with Faculty Senate and Student Government to develop a syllabus bank. The Student Government applied and received a tech fee grant to develop this. We are working on the details.</li> </ul>	
<b>Report of Research Council</b>	<ul style="list-style-type: none"> <li>➤ Dr. Goldstein informed that we did great on the end of year research performance last year. The preliminary number is \$158M. This year we are doing great as well, we have many big grants and awards.</li> <li>➤ Research Council is working on revising the guidelines for the International Collaboration Grants. The deadline is October 26<sup>th</sup>.</li> <li>➤ Research Council has finalized a process for providing for Internal and external reviews of research grant proposals. With this we put out a timeline and projection expectations for grant applications.</li> <li>➤ Working on a research town hall meeting to talk about some issues we encounter when submitting, setting up, and administering grants. Trying to find ways to help them to run more efficiently. We are trying to set a meeting with the leaders of the different offices that must collaborate on resolving these issues (Paul Sandberg, Gerard Solis, Sidney Fernodes, et al.).</li> <li>➤ We are currently circulating a draft with timelines for submitting proposals, approving internal forms, as well as external review assistance possibilities. Since timing is an issue, the focus for this should be on large research proposals and revised proposals.</li> </ul>	
<b>Associate Dean's Report</b>	<ul style="list-style-type: none"> <li>➤ Dr. Batsche informed that the Tenure/Promotion packages are due next week. There are 4 Faculty going for Tenure and/or Promotion, 2 Mid Tenure Review, 3 Research Professors, 1 Instructor and 1 Instructor III.</li> <li>➤ Encourage your Faculty to serve on Committees.</li> <li>➤ New requirements for uploading the Curriculum Map for SACS due and student learning outcomes due on August 31<sup>st</sup>. Detailed instructions were sent to chairs and faculty representatives for SACS assessment.</li> </ul>	
<b>CBCS Diversity Committee (Nancy Wisgerhof)</b>	<ul style="list-style-type: none"> <li>➤ The first meeting will be August 31<sup>st</sup>. We have a good mix of faculty, staff, and students. Encourage your faculty and staff to participate. Comprised of 5 subcommittees.</li> </ul>	
<b>Old Business</b>	<ul style="list-style-type: none"> <li>➤ Dr. Dillahunt-Aspillaga informed that she has drafted a survey for the "Instructor name change" topic. She asked the representatives to take it to their Faculty meetings as a work in process document and we can address this in the next meeting.</li> </ul>	<a href="#"><u>Bring name change feedback from Units to next meeting.</u></a>

<p><b>New Business</b></p>	<ul style="list-style-type: none"> <li>➤ Dr. Dillahunt-Aspillaga informed that she has started to work on the Dean’s Award Spring 2019. We have to remember to print the certificates and have the checks ready. Recommended maybe having different award levels. She is hoping to announce this in December.</li> <li>➤ The Institute for Translational Research Education in Adolescent Drug Abuse has a new graduate certificate. Please inform students. Deadline for applications for Spring 2019 is November 1<sup>st</sup>.</li> <li>➤ Fall Faculty Assembly is on October 5<sup>th</sup> in the BCS Atrium Lobby from 10:30-12:00 noon.</li> <li>➤ Let your unit know what we do as a Committee, our responsibilities as a Faculty Council member. I think we can go over this topic in the Fall Faculty Assembly.</li> </ul>	<p><a href="#"><u>Form awards committee during next meeting.</u></a></p>
<p><b>Next Meetings</b></p>	<ul style="list-style-type: none"> <li>➤ Tuesday, September 25<sup>th</sup>, 1:30 pm in MHC 1141</li> <li>➤ Tuesday, October 23<sup>rd</sup>, 1:30 pm in MHC 1141</li> <li>➤ Thursday, December 6<sup>th</sup>, 10:00 am in MHC 1141</li> </ul>	