

**Florida Gulf Coast University
Faculty Senate Meeting
Minutes of 3/27/2009
Student Union Chambers**

Attendance:

Alexakis, George; Bolduc-Simpson, Sheila; Braddy, Jon; Burkett, Tony; Carlson, Erik; Chesnutt, Rod; Cooke, Rachel; Erdman, Rob; Gogate, Lakshmi; Pavelka, Sandra; Kauanui, Sandra; Kirche, Lee; Kleeger, Jeff; Mock, Karen; Murray, Beth; Paine, Morgan; Rosenthal, Martha; Sakharuk, Alex; Simpson, Mark; St. Hill, Halcyon; Swalaheen, Mushfiq; Upham, Dayle; Vazquez-Montilla, Elia; Wisnom, Mary; Yazici, Julie; Zhao, Fan

Absent with Alternate (Alternate Senators):

Angeletti, Michelle (Karen Landy); Harrison, Doug (Brad Busbee); Hartley, Anne (Menaka Navaratna); Szeci, Tunde (Sue Slick); Villers, Claude (Diane Bondehagen); Voytek, Mary (Ai Ning Loh)

Absent with Proxy:

None

Absent without Alternate or Proxy:

Lindsey, Chuck

Guests:

Cathy Duff; Isaacs, Madelyn; Roman, Isaac; Snyder, Paul

II. Reports

A. Student Government Report – Isaac Roman

- Working on a State of the Union address in Eagle News to let the students know what is going on. This should appear in the paper within the next two weeks
- Student Government boot camp for all incoming senators April 29, 30, and 31
- Elections are over. The new SG President-elect is Isaac Roman and Vice President-elect is Peter Ryther
- Transition banquet will be held on April 6 to discuss future plans for SG; a document will be sent to the student body.
- Spring formal is April 3 at Alico Arena from 9 p.m. – 1 a.m.

B. UFF Report – Maddy Isaacs

- Thank you to those of you who attended the social event last Tuesday
- Wednesday, April 15 will be an informal luncheon for faculty to discuss issues, concerns, successes, etc.
- Election results: Maddy Isaacs-President, Anne Hartley-Vice President, Michelle Angeletti-Treasurer, Nora Demers-Secretary, Sheila Bolduc-Simpson-Membership Officer. Senators have also been selected
- Many of you have received an email from Mark Simpson and me asking you to complete the climate survey. Almost 25% of faculty have completed survey in last 48 hours. If you haven't completed, please do! It's open to all faculty, not just UFF. There is a tiny URL on

the email we've sent out. You will be getting new reminders from me. I want to stress the survey is housed off campus. We are the only ones who have access to the results of this survey. It was very well built. It's focused on working conditions and salary benefits. You will not see much about the quality of campus and/or students unless it pertains to your teaching or your work on campus.

- We have been trying to keep our advocacy page updated. The scene in Tallahassee is changing. We strongly urge people take action as citizens not just as employees. Visit UFF.FGCU.org; it takes five minutes to send the letter we outlined for you. It's important.

C. Senate President's Report – *Halcyon St. Hill* (Attachment1)

- The annual report is being worked on – I am incorporating all work done during my term. You will not believe how much work has been done by the Senate. You all have made this, the outcomes included in the report, all happen. I want to thank you all for that. I will just highlight a few items for you. You will be able to read the report online. I will send an e-mail when it is ready. Here are highlights of some recommendations that are included in the report:
 - We made a number of bylaws changes over the past two years. Based on recommendations. I would strongly urge that the Senate look at the Bylaws and designate one officer to oversee changes and to ensure consistency. My suggestion is the parliamentarian is the best person to do that, other than the parliamentarian, your vice president would be a good candidate. These are the people who should really know the bylaws inside and out.
 - Within the bylaws, I am highly recommending you look at the Institutional Affairs team. The university has moved into a new direction now and a close look at the membership of the team shows that we have a mix of administration and faculty. But, what we really need to be looking at are: What are the responsibilities of the IAT, and how do these fit in 2009 and beyond, now that we have a Planning and Budget Council (PBC) with several faculty members as representatives? What parts of the IAT team responsibilities do we need to keep within the bylaws and what needs to be considered for inclusion within the Leadership Team? My rationale for this is that there has not been much activity related to IAT as we have had to in the past. The biggest item that IAT deals with is the calendar which comes to the senate for approval. The calendar is the administration's responsibility – but we (the senate) make recommendations. We can still have that oversight and make recommendations on the calendar through our Leadership Team. The leadership team really represents all senate teams. That would be one recommendation.
 - Bylaws clarification on election and officers: Clarify the eligibility for elections to address the practice of electing senate officers from the current list of senators. This needs to be made very clear within bylaws. Consider making the president a representative of all units, as opposed to being a senator representing a college. The colleges still elect the senators and you elect the president from the senators in the senate. I would strongly urge this consideration because when electing president, the college from which the president is elected needs to have another representative as a senator speaking on the behalf of the college. The president often times must speak on behalf of all faculty - the university and not his/her college. This is particularly true as the president represents faculty on the UBOT. In such cases, not including the

president as one of the designated senators to represent the college or unit is most important to units with an already small number of senators.

- Another recommendation is that we, as faculty, should be very cognizant of who we select as team members and as leaders for our committees and teams. For the past four years we have had teams that did not have the sort of input we needed. For example, we need to look at attendance and ability to contribute. Some don't necessarily have meetings; people are sometimes too busy to meet due to schedules. Those are the people that need to be making the decisions to be brought back to the senate. Similarly, it is difficult for senators to get alternates to attend meetings which impact the senators who need coverage due to professional meetings, etc. Please remind alternates of the need to be able to attend senate meetings on Friday mornings as scheduled. Make careful decisions on nominations and on accepting positions. When senators don't attend the senate meetings, resignations become automatic in line with bylaws, and I must follow up with notice to the Dean. No one wants to send such notices.

Those are some of the key items I noted to bring back to you. The Faculty Senate Handbook you have been promised is in the works. You will have something coming off my desk and given to you soon.

- I did attend the core group meeting; it was very interesting. There was talk about doing a survey of the workplace. It's not going to be in conflict with what UFF is doing. All parties will be involved. There were recommendations that all sectors must be represented.
- Commencement is coming up on May 3, 2009. Yesterday, we had over 900 students indicate they will participate. We have taken the input we received from last spring commencement and we have limited the number of seats and requiring tickets of all guests. We would look forward to having you there. We have made modification based on your input.
- It has been my pleasure serving, and I hope you have benefited from my services as I have benefited from you.

D. Update from the Planning & Budget Council & Committees - Paul Snyder

- I wanted to remind you if you go to the Provost Homepage, in the left navigation there is a link to the PBC page. It will take you to each of the committees. You can view summaries of meetings, meeting schedules, etc. on these pages. All committees have met at least once. Next Tuesday will be the next meeting as a whole. If you have any questions, you can contact the leaders of the committees, or send an email to me.

III. Approval of Minutes:

- Motion made by Dayle Upham and seconded by Julie Yazici to approve the minutes from the March 13, 2009 meeting; minutes were approved.

IV. Old Business

A. Proposed Changes for Proxy - Martha Rosenthal (Attachment 2)

- We have been working with this for a while. Two weeks ago, we added a new addition, it said you cannot miss three meetings with an alternate and then miss another three with a proxy; it means you can only miss three meetings in general. We also worked to define what a proxy was. It's in red; we had to remove a couple of sentences.

- Should an alternate count as a proxy? Yes. If you give your proxy to a fellow senator.
- A proxy doesn't necessarily have to be in the same college because we don't always stick within the college lines. It would be difficult sometimes.
- They are voting on issues discussed between the senator and substituting senator. The senator should tell the substituting senator which way to vote.
- Changes have passed.
- Motion for F & G – Motion to approve has carried and passed.

B. Proposed Bylaws changes for: General Education Council 4.02 (j), Undergraduate and Curriculum Team Bylaws Changes (4.01 (d) and (f) - Martha Rosenthal (Attachments 3, 4A & 4B)

- The Council and Leadership Team updated the bylaws as far as curriculum. The chairs made sure wording is consistent.
 - Passed
- Undergraduate and Graduate Curriculum Team bylaws have been tweaked for language consistency.
 - Passed

C. Syllabus Guidelines - H. St. Hill (Attachment 3 - Action Item)

- Strike first paragraph and the rest of the document holds.
- Bullet 10 clarification was not included. Bullet 10 now reads *Student learning outcomes for the course*.

V. New Business

A. Summer Senate – H. St. Hill (Summer Senate 2009 Sign-up Sheet - Roster)

- Everything is outlined in bylaws. We rarely have items come up in the summer; however, it does happen. For example, the BOG may come up with something we need to work on before school starts. I have sign-up sheets for those of you who are available. If you agree to serve, please sign your name. If you are not sure right now, the sign-up sheet will be available at the next meeting. Usually we do not hold meetings, correspondence is by e-mail.
- Until the fall, you are still considered a senator. New senators and officers assume their roles in the beginning of August.

B. Sabbatical Guidelines - H. St. Hill (for Chuck Lindsey, Action Item)

- Basically, the guidelines are not congruent with the current Collective Bargaining Agreement (CBA). Items that are highlighted in yellow come directly out of the old CBA and must be updated with content from the 2007 - 2010 CBA. FAT is working on these changes; we are expecting to have a revised document back from FAT in the near future.

C. GAT Bylaws – Martha Rosenthal (Attachment 5)

- All teams going through bylaw changes. This is the last one of the semester. They cleaned up the language to make things a little simple.
- Motion to suspend rules and vote today; passed
- Motion to accept changes; passed

D. Nomination for 2009-2010 Senate President

- We take nominations today just for President. During the next meeting, the nominees can speak for no more than two minutes. We will then have the vote for the Faculty Senate President. Next meeting there will be nominations and voting for the rest of the officers positions.
- Nominations for President: Chuck Lindsey, Nominations closed.

E. For the Good of the Order

- *Morgan Paine*: Juried Student Art Exhibition and Theatre opens April 1. The reception is from 4 p.m. – 8 p.m. in the Arts Complex. An awards presentation is at 6 p.m.
- *Mark Simpson*: Professional Development Funds Grants (PDFG) – Can we look at the entire process and go over everything? H. St. Hill responded that the PDFG committee is charged to make revisions on the existing document based on recommendations to improve after having used the document this year. Revisions on the PDFG will be submitted to Senate in early fall. This is the process we have been following - what we did in the past. The expectation would be to have a document by the first senate meeting in the fall of 2009.

VI. Announcements

- Next Senate Leadership Meeting today (4/10/09) from 11:15AM - 12:15PM in Su Chambers
- Next Senate Meeting - 4/10/09 – Election of 2009 2010 Senate President & Nomination & Election of 2009 -2010 Senate Vice President, Parliamentarian and Secretary
- Next Leadership Meeting

VII. Adjournment

- Meeting adjourned at 10:40 a.m.