

UF-IFAS Faculty Council Meeting Minutes
28 November 2007
Red Larson Dairy Building, Room 102

Individuals present: David Holmes, Bill Lindberg, Adegbola Adesogan, Billy Crow, Mike Kane, Tom Obreza, Sherry Larkin and Jimmy Cheek attended in Gainesville; Brenda Rogers, Monica Elliott, Steve Johnson, Maisie Ross and Samira Daroub participated via Polycom.

David Holmes called the meeting to order at 1:35 PM. The minutes from the October meeting were reviewed and amended. A motion was made to accept the minutes into the permanent record. The motion was seconded and it passed by unanimous vote.

A short discussion ensued about the Emeritus Faculty IMM, related to how IFAS grants emeritus status. Brenda Rogers described how emeritus status is granted at the county level. In most counties, a vote is required before emeritus status is granted. However, the eligibility of individuals to vote varies between counties. The group agreed that IFAS should standardize the voting procedure across all units. Dr. Cheek suggested that Mary Ann Morgan be consulted about this.

The group next discussed the operational procedures of the IFAS Tenure and Promotion committee. An issue recently arose where an elected member was not able to serve. Dr. Cheek and David Holmes communicated about this in the interim period between our last two Faculty Council meetings, and David Holmes provided a shortcut solution that alleviated the problem.

Dr. Cheek indicated that the IFAS "Salary Supplement for Senior Faculty" committee needs an addition of four people. He distributed a list of names of previous supplement recipients, including those who had also served on the T & P committee. The group derived a pool of candidates from which the four individuals would be chosen: John Stevely, Norm Leppla, Bob Stamps, Mike Olexa, Mary Williams, Steve Sargent, Steve Olson, and Mike Swett. These names will be put forward into the election process.

Dr. Cheek brought up a few details about the UF-IFAS Senior Vice President's Holiday Social. Invitations have been sent to all Faculty Council members, and he encouraged the group to attend. Dr. Cheek said he would like to be able to invite all IFAS faculty to this event, but it would not be physically possible because it would involve inviting around 900 people. The group considered several ways that all IFAS faculty could receive intermittent invitations on a rotating basis. For example, the body of faculty could be divided into thirds or quarters, with one group (~250 to 300 people) invited each year. Dr. Cheek inquired about additional IFAS committees that should be included on the invitation list if we continue on the current path. The group did not have any suggestions regarding additional committees that are now being left out.

Billy Crow initiated a discussion about the new IFAS vehicle management plan. Dr. Crow described how he procures state vehicles for his research/extension team and how they use them across the state. He expressed concern that the proposed management plan could prevent him from fully carrying out his research and extension missions, and provided details about how this could happen. Dr. Cheek then described how the management plan came about. It originated with The Huron Group report, which recommended that the university dispose of some vehicles, particularly those that are used sparingly. In response, IFAS drafted the plan under current discussion. Presently, IFAS owns about 1000 vehicles. Dr. Cheek distributed a draft copy of the plan and reviewed its specifics. He indicated that IFAS will go forward with the plan, but will observe carefully to see how it plays out. We must proceed with it quickly due to a

directive from upper university administration in response to the Huron report. A discussion ensued about vehicles, their use, and the concern of faculty across IFAS. Dr. Cheek again explained why the action was being taken. One point of contention was how automobile insurance is handled in the case of a wreck, considering that IFAS is self insured. The question of using personal insurance was raised. A major problem with using personal insurance is that it could increase the cost of an individual's policy if an incident occurs.

Dr. Kirby Barrick arrived at 2:12 PM.

David Holmes began a discussion about how to move shared governance ahead. He provided us a quick look at where we have been and where we are now. An original draft constitution was completed in mid-2006, a revised draft came forth in October 2006, then faculty was surveyed on-line about shared governance, and finally the survey data were analyzed. Dr. Cheek and the Faculty Council now must appoint a committee to re-work the October 2006 draft, which will finalize the procedure. Dr. Cheek wants this committee to not only look at what is currently on paper, but also look at other similar documents across UF, and even documents in place at other universities. Dr. Cheek indicated that the committee should ask questions like "Why are we doing this?" and "Will the document help us achieve what we want to achieve?" The committee must make sure the document will work for its intended purpose of allowing IFAS to achieve more shared governance. Dr. Cheek also reminded us that the final document needs to be examined by Barbara Wingo regarding legality. The constitution must not repeat any language that is contained in any other governing document. It cannot be in conflict with documents that have emanated from the university or Board of Trustees.

Dr. Barrick offered his input, saying that the committee needs to make sure we end up with a constitution for the entity of IFAS, not the entity of a college within a university. What works for a college will not work for an organization like IFAS. We must avoid creating a cumbersome document. Other comments by Dr. Barrick: Keep in mind why we have administrative leadership at various levels, i.e. what their purpose and assignments are. For example, the positions of "faculty" and "dean" have significantly different assignments. We should keep the document as brief as possible, and avoid "nit-picking."

Bill Lindberg reminded us that our survey indicated the level of satisfaction with shared governance improved as the group considered got smaller and closer to home. The structure and composition of IFAS makes the job of writing a constitution much more challenging than if the document was being written for a college, e.g. the College of Engineering or College of Nursing.

Sherry Larkin arrived at 3:00 PM.

Mike Kane suggested that the committee should examine the current document to determine its potential negatives and limitations from an administration standpoint. Bill Lindberg suggested that current version be used as a catalyst for dialogue between committee members. As a member of the group that produced the original version, he recalled some areas that raised contention during deliberations, and indicated that these specifics need to be identified and discussed.

David Holmes suggested that it was now time to form the committee to take on the tasks that the group just outlined. The committee will consist of nine people: four from administration and five from the general faculty. The question of the best way for the committee to do their work was raised. The group agreed that a format similar to the one used by the T & P committee

should work well, e.g. sequester them and dedicate about 2 full days to the task. David Holmes indicated that this format would prevent the work from lagging. The group reviewed a list of general faculty members that could potentially become committee members. The names chosen included Bill Lindberg, Fritz Roka, Mary Beth Salisbury, Judy Butterfield, and Charley Guy. An alternate list was provided in case additional names are needed: Brenda Williams, Sue Percival, and Larry Halsey. Names suggested from the administrative group included John Capinera, Chris Waddill, Millie Ferrer, and Ed Osborne. Dr. Cheek's office will send "request to serve" letters to these individuals. The target month for the first committee meeting is February 2008. It was agreed that the committee should be formed before the January 15 Faculty Council meeting so the members can attend to receive their charge.

Dr. Cheek left the meeting at 3:27 PM.

The balance of the meeting was devoted to our discussion with Dr. Barrick. David Holmes asked him to comment on several issues:

Peer evaluation system for teaching assessment: Dr. Barrick distributed a draft document entitled "Peer Evaluation for Teaching Assessment, 2007-2008." One of the Faculty Council's own, Mike Kane, helped develop it. The manual has so far been shared with a small number of people in IFAS. The rationale for producing it was to provide information to teaching evaluators about how to observe and identify good teaching. Student evaluations cannot possibly be the only way to determine the effectiveness of a teacher. Dr. Barrick espoused his view about the best way to evaluate teaching, which will eventually be turned into a peer evaluation system for IFAS. Sherry Larkin asked if a timeline to do this is in place. Dr. Barrick told us that nothing is carved in stone, but hopefully sometime during the next several months it will be ready for review by a larger group of people (e.g. the Faculty Council). After examining the draft document, Bola Adesogan gave it a good review and told Drs. Barrick and Kane he thought they had done a commendable job.

Distance education and new academic programs: Dr. Barrick distributed two documents: "CALs Overload Pay Policy for Distance Education," and "Guidelines for Creating Self-Funded Courses or Programs." He discussed the concept and justification for self-funded courses. These course types are going to be strongly promoted in IFAS.

Outlook for future assistantships: Dr. Barrick indicated that the reservoir of money from which matching assistantships are funded is not growing. Also, the matching assistantship amount was increased from \$6000 for \$8000 per student. CALs sends \$5.5 million to departments in the form of matching assistantships and fellowships.

Proposed new lab, technology, and other student fees: Dr. Barrick told us there are no "lab" fees at UF; the fees imposed are called "material and supplies" fees. The nomenclature in this case is important relative to what UF is allowed to charge for. Also, a new term (course "equipment fee") has come to the forefront. If the Board of Trustees approves the equipment fee this week, it can be collected starting spring semester 2008. The money collected is allocated to the department offering the course.

Curriculum enhancement: Dr. Barrick announced that he has a goal for each department in IFAS to determine if they are doing all they can to prepare students for graduation during the next 10 years, and if not, to take corrective action.

Dr. Barrick left the meeting at 4:30 PM.

David Holmes asked the group if any eligible members would consider volunteering to serve as vice-chair of the Faculty Council. He listed the names of eligible members, and again asked for a volunteer. There were no volunteers at this time, so he asked potential candidates to think about it and let him know through personal contact. We need to have a candidate by the next Faculty Council meeting.

The next Faculty Council meeting is scheduled for December 18th, 2007. Mary Ann Morgan has been invited as our special guest to discuss personnel issues. We need to make sure that if she has handouts, she knows to send them to us the day before at the latest.

The meeting was adjourned at 4:37 PM.

Submitted by:

Thomas Obreza, Recording Secretary