

MINUTES

Faculty Senate

Friday, October 18, 2013 9:30-11:30 am

Cohen Center 214

In Attendance: Anstadt, Bacigalupi, Benford (George Alexakis, alternate), Brazzeal (Jon Braddy, alternate), Brooks, Buzasi, Carlin, Carothers, Condori, Croshaw, Epple, Erdman, Felton (Thomas Landsen, alternate), Finley, Foote, Gilbert, Gunnels, Hung-Simons, Kakareka, Krome, Nguyen, Paine, Pavelka (Martha Rosenthal, proxy), Peretti, Renard (Yabing Jiang, alternate), Rosenthal, Stecher (Charles Daramola, alternate), Torres, Urakawa, van Duijn (Jacqueline van Duijn, alternate), Venglar, Villier, Zhao.

Absent (without Alternate/Proxy): none

Guests: Ronald Toll (Provost), Paul Snyder (PIP), Tony Barringer (Academic Affairs), Luis Vargas (Student Government)

Media: None.

Summary: General Counsel Leonard informed Faculty Senate that recording selected meetings or portions of meetings is compliant with Florida public records laws. The Senate voted to record special guests or other special occasions in Senate meetings, with the permission of the guest. Carolynne Gischel represented the Strategic Planning and Institutional Effectiveness Committee and presented a list of university wide committees for review by the Senate. Time was given to senators to caucus with members from their colleges to discuss methods of engaging constituents and bring faculty concerns forward to the Senate. A couple of areas of concern (stipends vs. course releases for program leaders, evaluations of chairs and deans, and creating consistent college policies) were brought up and depending on faculty interest may be brought up in the future. Standing reports were given by the Provost, Student Government VP, and Faculty Senate President. The Provost's report did generate some further discussion about space utilization and expanding class offerings on Fridays and Saturdays.

Agenda Item	Responsible	Discussion	Action/Vote	Follow-up
1. Gathering	Billy Gunnels	Shawn Felton is in Orlando attending the ACFS (Advisory Council of Faculty Senates) meeting.		
2. Approval of minutes from Oct. 4	Anna Carlin	Corrections: In the Provost's Reports, change date from October 14 to October 18.	Minutes approved with the correction.	
3. Old business: a) Action Item: Discussion of Recording Senate Meetings	Billy Gunnels; Vee Leonard, General Counsel for FGCU	Gunnels went over the background of the issue. A motion to record only special guests and occasions in Senate was postponed until the university's general counsel could comment on the compliance with "sunshine" laws. Vee Leonard was present to answer questions and comment on legal matters concerning the recording of Senate meetings. Vee Leonard: The minutes will be the official record for Senate meetings, so as long as the video recording does not get used to create the minutes, selective recording of portions of the meetings are fine.	Motion to postpone indefinitely the motion to record special guests and special occasions in Senate meetings. 13	

		<p>Erdman: Is there a sunset period for keeping recordings? Leonard: There are schedules for retention for public records "created by government entities"</p> <p>Carothers: If we record the whole meeting, can we only post parts of that? Leonard: It depends on the purpose, as long it is not to supplement the minutes. The minutes are the official record of the meeting. The video would not be the official record, so it does not need to be complete. It should be labeled as what it is and be clear about what it is. Everything that is recorded is a public record but it does not need to be posted publicly.</p> <p>Braddy: Are there any potential legal problems you can see with posting recordings? Leonard: It depends, yes. If there only portions, there can be misinterpretation of what that portion was or what it means. If you want to post your special guests, or some of your special guests that is fine.</p> <p>Landsen: If someone wants to make a motion to stop recording, would that would be in the minutes? Leonard: that is up to the discretion of the note taker.</p> <p>Brooks: Would we need to get permission of a guest to record? Leonard: no.</p> <p>Carothers: Do you have an opinion on whether there are any liability issues concerning recording the meetings? Leonard: I don't have an opinion on that.</p> <p>Erdman: If we start posting the recordings and it isn't popular can we stop? Leonard: Yes, that would be fine.</p> <p>Gunnels opened floor to discussion of recordings. Venglar proposed amending the motion to say that we should record all of the senate meetings. Condori, maker of the original motion did not agree to amend. Venglar made a motion to postpone indefinitely the original motion.</p> <p>Vote taken on the motion to postpone indefinitely the motion to record special guests and special occasions in Senate meetings. Motion did not pass (only 13 votes for)</p> <p><i>Motion to extend 5 time minutes, motion carried.</i></p> <p>Brooks: I think the intent behind the original motion is that it would alleviate peoples discomfort with being recorded.</p> <p>Rosenthal: Guest speakers do not get to give permission to be recorded.</p>	<p>for, ? against. Motion did not pass.</p> <p>Motion to extend 5 time minutes, seconded..</p> <p>Motion to extend 5 minutes, (Kakareka, Bacigalupi).</p> <p>Motion to extend 3 minutes, (Brooks, Bacigalupi).</p> <p>Motion: We will record special guests and other special occasions in Senate. Guest may refuse to be recorded, and if so we won't record but they can still speak at the meetings. We will try this arrangement for the academic year. 21 for, 10 against. Motion carried.</p>	
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Condori: Recording will make people uncomfortable speaking up, we may lose a lot of good discussion if we record.

Carothers: My concern is that posting it online will encourage people to attend in the gallery and have an opportunity to speak on unrelated issues and be recorded. Gunnels: We use Robert's Rules of Order, so that situation seems improbable.

Foote: I am sympathetic to the concerns of people that are worried, but currently the minutes are quite detailed so recording wouldn't expose much more than already is being exposed.

Motion extend 5 minutes, (Kakareka, Bacigalupi)

Buzasi: Propose we adopt the motion with the idea that we do it for a 3 month test period unless we choose to continue.

Landsen: Would A&E Technology people have to be at the meetings to set up and archive and post the videos? Gunnels: No.

Villiers: People think it is going to be easy to stop recording whenever we want. I don't think that will be possible. If people can't take the time to read minutes, then that is their problem we don't need to make it easier for them.

Kakareka: How will we vote on what to record? We can have another 30 minutes of discussion on that.

Carothers: I was concerned that we weren't thinking about this enough, but my concern is now allayed.

Anstadt: We could just vote this down and then choose later to record.

Motion to extend 3 minutes, seconded (Brooks, Bacigalupi).

Toll: When guests show up do they have the opportunity to say I don't want to be recorded? Gunnels: It sounds like legally, the answer is no, but we could extend the courtesy to guests to ask them first.

Urakawa: We should have a test period for trying out these recordings.

Motion: We will record special guests and other special occasions in Senate. Guest may refuse to be recorded, and if so we won't record but they can still speak at the meetings. We will try this arrangement for the academic year. 21 to

		<i>10. Motion carried.</i>		
4. New Business: a) Senate Liaisons	Billy Gunnels	<p>There are about half of the teams that need senator liaisons. At the end of the meeting, please sign up on the sheet.</p> <p>Anstadt: What is the role of the liaison? Gunnels: Facilitate communication; liaisons do not need to attend team meetings.</p>		
b) Information Item and Discussion: University Committee Survey	Carolynne Gischel	<p>Gischel: Strategic Planning Institutional Effectiveness (SPIE) Committee has assembled a list of university committees (any committee that works at a university level). We sent out a survey to gather information on university committees and compared it to the lists that we had gotten from SAC, Faculty Senate, etc. One of the goals of this project is better communication, improved effectiveness, and make sure we know what each committee is doing. We would like to get feedback from Senators on the list.</p> <p>Snyder: We are looking to eliminate redundant work. We only looked at committees that address issues at the university wide level. Also want to ensure that people that feel like they should have representation on any of these teams have the opportunity to say so.</p> <p>Anstadt: Is there a timeline or a report from this? Snyder: We are waiting for faculty senate input at this point. SPIE will review then forward on to PBC.</p> <p>Brooks: What type of feedback are you looking for? Snyder: Completeness of information; things that are missing from the list; things on that list that shouldn't be on that list.</p> <p>Recommendations concerning the list for SPIE to consider would be welcome. Please bring the list to your constituents, make sure that nothing is missing. This will come back at the next meeting on Nov. 1.</p>		Review list of university committees and note any missing information, etc. for Nov. 1 meeting.
c) Role of Senators in Developing Senate Business	Billy Gunnels	<p>Gunnels: This body is doing a great job, especially in responding to issues that come up and need to be responded to. The background check and fingerprinting policy is a good example of how we gathered the information that we needed and responded deliberately. CHPSW gathered the opinion of everyone in the college. We kept getting pieces of information from instructors about their roles and that will be something we work on this year. We would like to open up the floor to colleges to caucus. Example: CAS got some very clear opinions</p>	<p>Motion to extend time 5 minutes (Venglar).</p> <p>Motion to extend time 2</p>	<p>Executive Team will locate minutes from past meetings when chairs and deans survey was discussed.</p>

	<p>from faculty about getting faculty representation on the foundation. Let's make sure that we follow up on our resolutions, come back to those and use the resolutions as evidence to get action from other agencies.</p> <p>10 minute recess for Senators to talk about ways to engage constituents in creating new business for Senate.</p> <p>Following the recess, Gunnels asked for any new business.</p> <p>Foote: Would like to bring up the issue of course releases for program leaders. I know that Academic Affairs has been moving from away course releases toward offering a stipend instead. The concern is that the monetary reward attracts junior faculty that have lower salaries, but then don't have the time to work on their scholarship or are not able to do a good job at being program leader. Gunnels suggested that we could make some motion to get information from other senators and bring it back, if there is interest in talking about this further.</p> <p>College of Business has concerns about their college creating their own policies and making sure that they are consistent with other colleges. LCOB also has concerns about the selection and evaluation of chairs.</p> <p>Rosenthal: We do have an evaluation tool for chairs, but no one filled it out. Alexakis: In my college (LCOB), people felt that it was difficult to access the survey (perception of chairs and deans). Brooks: People didn't know what happened with that information which led to apathy about filling it out. Foote: People also worried about backlash from the survey results. Erdman: People were just apathetic; they didn't think anything would happen with it. Peretti: There might have been technical errors with the survey which kept people from completing it and also nothing happened with the results from the first year which made people not want to do it. Carothers: I think we wanted to collect data for a couple of years before we did anything. Toll: The purpose of doing it was to provide information to the provost, the dean, and the chairs. To say that nothing was done with that data is inaccurate. I looked at all of those surveys that came in. If people feared backlash, there is no reason for that fear. It is anonymous. I know that there were conversations between deans and chairs about the results. The data does exactly what it was intended to do. Without specifics, I can tell you that the results were used in some actions taken with chairs.</p>	<p>minutes (Krome, Condori).</p> <p>Motion to extend 3 minutes (Bacigalupi)</p>	<p>Senators are encouraged to gather feedback from constituents in whatever manner they choose to generate new business items.</p>
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		<p><i>Motion to extend time 5 minutes (Venglar).</i></p> <p>Gunnels: Pointed out that responses to surveys would be the same the second time for the same person, so our opinion may not have changed.</p> <p>Foote: I thank the provost for clarifying how the data was used. It makes sense that people wouldn't have lost their jobs from one bad evaluation.</p> <p>Brooks: Maybe clarifying how the results are used in a formative conversation would help people feel more motivated to participate.</p> <p><i>Motion to extend time 2 minutes (Krome, Condori).</i></p> <p>Erdman: Maybe just putting the information the survey about how the data gets sent up for review would be helpful. Krome: I think that people just aren't aware of what has happened with the results.</p> <p>Carothers: We should go back to our minutes from when the Senate initially discussed the survey to see what the intent was.</p> <p><i>Motion to extend 3 minutes (Bacigalupi)</i></p> <p>Rosenthal: To bring this back to where we started, let's bring these two issues (course releases for program leaders, perceptions of deans and chairs survey) back to our constituents and get their feedback. These can be new business items in the future.</p>		
<p>5. Standing Reports a) Provost's Report</p>		<p>Toll: Appreciated Gunnels efforts to spur this discussion.</p> <ul style="list-style-type: none"> • Today is payday and you should see your raises today. • Have been advocating for new buildings, including the I-Hub which will hold the center for renewable energy. The second building would be a new academic building (AB9). It is planned to be about 95000 gross sq. ft. and envisioned to cost 40 plus million. There are no less than 3 committees in the PBAC that are focused on efficient use of space, and we often refer to the reports that come from those groups as the "triangle reports." • 14850 is target enrollment for next year. This would be about 5% growth from last year, the year before we had 4.7% growth. We have ratcheted down the rate of 	<p>Motion to extend 2 minutes, seconded.</p> <p>Motion to extend 2 minutes (Krome, Buzasi).</p>	

growth, from the past when we had been at 12% growth. The FTIC number for the current semester is almost the same as last year. We expect an increase in applications next year, so it may be a little harder to get into FGCU next year. We are currently 29% up on number of applications from this time last year.

- We picked up some good publicity in the Huffington Post about the performance based funding- they put us at #2 due to the tie for first. We also got some good publicity in the News-Press about the New Faculty Academy. I know I get a lot of questions about what we are doing to fulfill our mission as an institution focused on quality undergraduate education and the New Faculty Academy is one thing. We are going to try to expand the program for returning faculty not just new faculty.
- Our searches for CAS and LCOB deans are going well, there are 50-60 applicants for both, the postings close somewhere around Oct. 25.
- BOT meeting on Oct. 24. It is a phone call meeting, and there is a single item on the agenda- to get approval on the institution-specific metric to be used for performance based funding next year. We were somewhat limited in what we could choose, but we do quite well in the area that we are selecting (bachelor's degrees awarded to minority students).
- Oct 22 will be "Pumpkins with the Provost" drop-in meeting in Edwards 309.

Alexakis: asked how big the biggest classroom is in the plan for AB9. Toll: Edwards Hall has a 180 set classroom. We are not planning for any classrooms that large in AB9.

Foote: What is the outcome for evening classes with the move toward Friday classes? Would we still have block classes in the evenings? Toll: We know our evenings are quite busy. New schedules may have Monday & Friday or Wednesday & Friday classes.

Krome: Will it be mandatory to teach on Saturdays? Toll: No. I have asked the deans to start using Friday to make is distinctly different than any other day. Friday is a weekday, this (asking faculty to teach on Friday) is not an aberration of academic freedom. Will it happen that it will come around to be your turn to teach on Friday? Yes. Faculty cannot refuse to teach on

		<p>Saturdays.</p> <p><i>Motion to extend 2 minutes, seconded.</i></p> <p>Urakawa: Friday is a day where a lot of meetings occur; it will be hard to schedule meetings if we have to teach on Fridays. Toll: We are not going to survive if I stand in front of the BOG and say sorry, we can't teach on Fridays because we have meetings.</p> <p><i>Motion to extend 2 minutes (Krome, Buzasi).</i></p> <p>Villiers: Many engineering students can only find time to work on Fridays, so having classes on Friday will make things difficult for them.</p>		
b) SGA Report	Luis Vargas	<p>We were asked by the library to fund 24 hours during the exam period. FGCU administration has provided some funds as well and the library will have 24/7 hours from Dec 1- Dec 14.</p> <p>Administration is going to help us buy calculators to offer for check out at the library.</p> <p>Vargas met with Gunnels about moving a smoking on campus policy forward. Student Government has put together a 4 question survey about smoking on campus. Once we get the results, hopefully a resolution or policy will happen this year.</p> <p>Scantron machines have been purchased but awaiting assembly. Until they are ready, please send students to the SG office, Cohen 272 for free scantrons.</p> <p>New York Times will have 100 seat license for online access for students.</p> <p>There is now a microwave available for student use near Jamba Juice.</p>		
c) UFF Report	Elizabeth Elliott	<p>Elliott not present, no report. Gischel announced that there is a UFF chapter meeting scheduled for Nov. 6, lunch provided, please RSVP.</p>		
d) Senate President's Report	Billy Gunnels (for Shawn Felton)	<p>Student Perception of Instruction (SPoI)- Serro is working with the form writing group to finish a draft of the questions. This should be going out to all faculty in the next couple days.</p> <p>There is a BOT meeting Oct. 24 to vote on the institution-</p>	None.	Senators should RSVP to Student Government regarding Nov. 1

		<p>specific metric for funding.</p> <p>Eagle Expo is tomorrow, Oct. 19; 3000 people are registered.</p> <p>We are in the middle of first cycle of Professional Development Fund Grant applications. All the PDFG info is on the Faculty Senate webpage.</p> <p>On Oct. 25, TLAI is sponsoring a workshop on writing the teaching reflection for promotion portfolios, Library 212.</p> <p>Nominations are still welcome for the ad hoc teams coming from the executive team initiatives. We have gotten some well qualified people for the teams, but pools are not closed.</p> <p>Please RSVP to Student Government; they are hosting a luncheon for Faculty Senate on Nov 1, after our regular meeting.</p> <p>VP of Administrative Services and Finance, Steve Magiera will be coming to our next meeting. We will record his section, with his permission. Send questions in advance to Anna Carlin by Oct. 28. Jennifer Goen from Government Relations will also be at the Nov.1 to give us an update on legislative agenda.</p> <p>Provost Toll: PDFG money will increase a small amount to reflect the percentage growth in number of faculty to ensure that funding per faculty doesn't backslide as it had in the past.</p> <p>Carothers: Suggest that we increase the maximum amount of funding available to \$2500. Gunnels suggested that should it be the will of the faculty a resolution could be put forth.</p>		<p>luncheon.</p> <p>Senators and all faculty may send questions for VP Magiera to Anna Carlin by Oct 28.</p>
6. For the Good of the Order		None.		
7. Announcements		None.		
Future Meeting Dates		<p>Next Senate Meeting: November 1, 2013, 9:30 a.m.</p> <p>- Student Government sponsored lunch following the Nov. 1 meeting</p> <p>Senate Leadership Team: November 15, 2013 12-1:30</p>		