

Florida Gulf Coast University Faculty Senate Meeting Minutes

Friday, December 4, 2015; 9:30-11:30am; Cohen Center, Room 213

In Attendance:

Dr. Shawn Felton- President	Dr. Sandra Pavelka Vice President	Dr. Arie van Duijn - Parliamentarian	Dr. Tom Felke-Secretary	
Lan Jiang (Mary Krome)	Mary Krome	Daniel Acheampong	Kazuo Nakatani (Daniel Acheampong)	Fan Zhao
Scott Anstadt	Jo Stecher	Brendan Bevins	Trent Brown	Dean Croshaw
Alex Sakharuk	Rob Erdman	Win Everham	Melissa Lingle-Martin	Joe Kakareka
Patrick Niner (Melissa Lingle- Martin)	Sulekha Coticone	Martha Rosenthal	Mike McDonald	Eric Strahorn
Jamie MacDonald (Nora Demers)	Steve Rokusek	Vicki Johnston (Kim McDowell)	Kim McDowell	Danvers Johnston
Jorge Torres	Claude Villier			

Absent (without Alternate/Proxy):

Tom Hair	Robert Triscari	Olivia Hung-Simons		
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Guests:

Dr. Toll	Dr. Snyder	Dr. Barringer	Jennifer Baker	Dr. Halcyon St. Hill
Dr. Stacy Ballinger	Derek Lura	Stephanie Lietaert	Emma Green	

Media:

Eagle News

Summary:

Agenda Item	Responsible	Discussion	Action/Vote	Follow-Up
1) Gathering	Dr. Shawn Felton	<ul style="list-style-type: none"> Meeting called to order at 9:32am 		
2) Approval of December 4, 2015 Agenda	Dr. Shawn Felton		Motion to Approve: Krome; Second: Croshaw	
3) Approval of November 13, 2015 Minutes	Dr. Shawn Felton		Motion to approve: Erdman; Second: Kakareka	
4) Faculty Senate President's Report	Dr. Shawn Felton	<ul style="list-style-type: none"> PDFG grant notifications went out on Wednesday; denial letters will include language as to why application was denied 		

		<ul style="list-style-type: none"> • Productive trip to Tallahassee during week of December 4th; Focus was on two target initiatives; Members of local legislative delegation have offered to support recurring funding request; very early for discussions of PECO funding; request from Jen Goen to sign up for FGCU Eagle Advocacy with non-FGCU email address • Commencement will be held on Saturday, December 12th • Working on Meet & Greet with Student Government; hoping for January 15th but depends on space availability • Next BOT meeting will be held on Friday, December 11th; packet is available on website • New policy for early review sent out regarding • Provost night at the basketball game was a nice event; thank you to Angela • SAC Car Show was an great event; thank you to SAC • FGCU Days will be held the last week of January 		
5a) Old Business: Guidelines on Graduate Faculty Appointment (Action Item)	Dr. Claude Villiers	<ul style="list-style-type: none"> • Feedback and comments were evaluated by committee • Erdman – Appeal procedure does not show in document • Villiers – Language was approved but unsure of procedure • Van Dujin – Language was approved and will be added to final document • Deemers – Were other recommendations added? • Villiers – Suggestions were added and appeals language will appear in final document • Torres – Will we receive updated document? • Felton – Yes, it will be distributed 	<p>Call for vote to accept amended guidelines: Deemers</p> <p>Vote: 27 for, 1 against, 2 abstentions</p> <p>Motion passes to accept amended guidelines</p>	
6a) New Business: Research Day	Dr. Derek Lura	<ul style="list-style-type: none"> • Deadline to submit is Friday, February 26th 		

Submission Form
(Information Item)

- Students will fill out form; faculty advisor to review and ensure IRB approval is granted where necessary
- Form must be manually attached to an email and sent to ORGS
- Deemers – Issue with definition of “quality of abstract”
- Lura – ORGS will not be reviewing abstracts for quality; this is the role of the faculty advisor and if they approve then ORGS will accept
- Deemers – Concern among faculty and students that Research Day has become onerous and does not convey the positive feeling that it should
- Everham – What is intent of tilda regarding length of abstract?
- Lura – Soft cap on the word limit for abstracts
- Everham – Heard Research Day will be significantly earlier in the spring?
- Lura – Research Day will be held in early April
- Everham – Would like concerns brought forward about timing of event
- Lura – Considered many options for date but academic obligations and holidays make this difficult
- Deemers – Concern regarding need to submit for approvals prior to starting research; not all research requires this
- Lura – Appropriate level of review should be indicated as needed and where necessary
- van Dujin – There traditionally has trouble with submission process, what type of
- Lura – Required submission is to ORGS but recommend CC’ing GRT representative in college as well
- van Dujin – Will ORGS give receipt of submission?
- Lura – ORGS has indicated a willingness to do this but it will likely be a manual process and details are being worked out

		<ul style="list-style-type: none"> • Stecher – Not clear why Research Day is earlier; concern that students doing capstones/theses may be impacted • Lura – Tried to push it out but several factors impacted the date including venue availability • Deemers – If another venue was available would it • Lura – Possibly looking at moving from Alico to Cohen Center in 2017 • Stephanie Lietaert, SGA Rep – May be beneficial to add language to submit document to faculty advisor two weeks in advance • Lura – Not sure if this is role of GRT but can recommend • Stecher – Date should be included in syllabus as it is a contract with student; reiterate concern about early date of event • van Dujin – Some clinical students will still be in field and unable to attend as a result • Deemers – Can Senate send a comment to ORGS indicating concerns with date of event? • Everham – What would such a note look like and accomplish? • Deemers – Think it would be beneficial to send note to ORGS to impact planning in future years • St. Hill – Recommendation to send a note to GRT concerning this point so they can look now for future calendars • Bevins – Think a motion needs to be made to send a note to ORGS concerning future events • Everham: “Faculty Senate has concerns regarding the timing of Research Day 2016. Earlier scheduling will negatively impact participation this year.” • Bevins – Suggest additional language concerning notification of Faculty Senate regarding Research Day planning • Deemers – Think language does not work due to how the process works 		
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		<ul style="list-style-type: none"> • Felton – There seems to be issues in the overall process; Could bring in Chair of GRT and Administrative Liaison from ORGS • Bevins – Rescind suggestion to add language concerning notification of Faculty Senate regarding Research Day planning • Lura – Stress that you speak with GRT representatives to bring items to agenda • Villiers - Research Day is important to FGCU so we are not looking to cancel it but improve it 	<p>Motion to extend time 5 minutes: Brown; Second: Stecher</p> <p>Motion to extend 5 minutes: Bevins; Second: Erdman</p> <p>Motion to send comment to ORGS: Everham; Second: Bevins</p> <p>Vote on motion to send comment to ORGS: 24 for, 0 against, 5 abstentions</p> <p>Motion passes to send comment to ORGS</p>	<p>Faculty Senate to send comment to ORGS</p>
<p>6b) New Business: FPED from Faculty Affairs (Information Item)</p>	<p>Dr. Halcyon St. Hill</p>	<ul style="list-style-type: none"> • Initial charge was to update FPED to bring it in line with CBA; Review of changes in FPED 		

		<ul style="list-style-type: none"> • Need feedback from faculty to their FAT representatives at college-level • Everham – Are we creating a new document or re-writing current document? • St. Hill – Re-writing current document • Everham – Concerned about timing so that we have enough time to provide feedback; would like to see us still talking about updated FPED by next Fall • St. Hill – Have done that already and will be looking to keep what is good, update with new material, and re-organize • Everham – Thought there was a possibility of university-level appeals process but did not see it in document • St. Hill – May have missed it • Bevins – May have been part of discussion but not recommendations • Pavelka – Was part of discussion and recommendations • Baker – Need to stress that pre-promotion review process to begin with academic year 2017-2018 so request focus on having it in affect by that time • St. Hill – Will have it done by that time • Kakareka – What is the new pre-promotion process? • Baker – Faculty is developing new process for pre-promotion • Felton – Process needs to be defined by FAT and ad hoc team will be looking at this 	<p>Motion to extend 5 minutes: Bevins; Second: Krome</p>	
<p>6c) New Business: Internships & Cooperative Programs (Information Item)</p>	<p>Dr. Stacy Ballinger</p>	<ul style="list-style-type: none"> • Role is to help with overall internship process at FGCU • Published number of current internships needs to be updated and is working on this • Creating a tracking system for university; undergraduate students only • Working with select employer to pilot launch co-operative program with 18 students • Pavelka – Role as repository for internships and co-ops is a valuable resources for FGCU 		

		<ul style="list-style-type: none"> • Ballinger – Please refer potential internship sites to our agency • Everham – Feel tools and resources for assessment with community partners is lacking. Can office assist with this possibly? • Ballinger – Yes, have both in place already; Eagle CareerLink is a free resource available to departments if they wish to use it; not looking to change anything in departments; will be surveying students about experience with employers as well; training on December 10th and be repeated with two more sessions on January 8th. • Deemers – Glad to see a centralized office for this process • Balinger – Will be collecting quantitative and qualitative data to publish success stories • Anstadt – How will calculations affect funding? • Ballinger – Will address metric that had been scored low previously • Bevins – Students will register through this system for service learning? • Ballinger – Yes, they will and students will be able to use this to complement academic transcripts • Felton – Co-op 6 is an initiative looking to connect students with jobs at higher than minimum wage • Stecher – Do students in Co-Op 6 represent all five colleges? • Ballinger – • Stecher – Were students selected representative of all five colleges? • Ballinger – Students are still in interview process so unsure on this; have until February 15th for this • Acheamong – • Ballinger – Just need to log in to system and system will manage from there • Anstadt – How can student in traditional internship and Honors Program report their work? 		
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		<ul style="list-style-type: none"> • Ballinger – They can register for an elective credit • Coticone – How can student become connected with this program? • Ballinger – Can register online with office • Stecher – What is the connection in terms of currently existing systems and centralized system? • Ballinger – Affiliation agreements will be digitally uploaded an students will need to register • Bevins – When will mandatory student reporting start? • Ballinger – Not exactly sure yet but suspect closer to August 2017 • Everham – Where will December training be held? • Ballinger – Was sent out via invitation • Felton – Will post • Everham – What is connection with this office and larger university? • Ballinger – In Office of Academic Affairs reporting to Sean Kelly • Everham – Concerned about redundancy and communication issues with Career Development Services • Ballinger – Working closely with Career Development Services 		
7a) Provost Report	Dr. Ron Toll (Dr. Tony Barringer)	<ul style="list-style-type: none"> • Sabbatical notifications will go out on Friday, December 4th • Professional development leave notices will go out on December 14th • Promotion portfolios due on January 15th, 2016 • Please pay attention to textbook adoption and first day of attendance guidelines • Stecher – Clarification on when first day of attendance needs to be completed • Barringer – Needs to happen each semester • Felton – Can an ongoing reminder be sent out to faculty concerning • Barringer – Yes, we will do this 		

		<ul style="list-style-type: none"> • Erdman – Concern about first day of attendance happening during add/drop week • Barringer – We will look at dates on this and address as necessary • Everham – Appreciate willingness to be here today • Barringer – Provost sends regrets for not being able to be here today but sends best wishes to all for a happy holiday season • Felton – RSVP for Faculty Senate night at basketball will come out soon 		
7b) SAC Report	Teri Bigos & Lauren Strunk	<ul style="list-style-type: none"> • No report 		
7c) SGA Report	Stephanie Lietaert	<ul style="list-style-type: none"> • Please email with any openings on campus committees needing student representation • Best wishes from student government for happy holiday 		
7d) UFF Report	Dr. Beth Elliott	<ul style="list-style-type: none"> • No report 		
8) Good of the Order		<ul style="list-style-type: none"> • Felton – Gratitude for work of senators during Fall 2015 semester; Excellent event for senior arts exposition held on December 3rd 		
9) Announcements		<ul style="list-style-type: none"> • Felton - Empty Bowls being held today (Friday, December 4th); STEM research Conference being held today in Whitaker Hall; Night at the Nest event being held tonight for athletic program • Bevins – Colloquium reaffirmation process has begun and will be seeking feedback in the near future so please start collecting thoughts 		

Next Senate Meeting: Friday, January 15, 2016 @ 9:30 AM – Cohen Center 213

Next Senate Leadership Team: Friday, January 29, 2016@ 12 Noon – Cohen Center 213