

Committee & Council Chairs

Thursday, September 30, 2004

10:00am

239A Tigert Hall

ATTENDEES

Committees:

Pierre Ramond
Tim Taylor
Chris Snodgrass
Blake Landor
Carol Kem
Priscilla Williams
Barry Ache

Councils:

Mike Katovich
Joan Frosch
Gene Hemp
James Cusick

Absent:

Saeed Khan

▪ ELECTIONS

Senate: Pierre Ramond requested that the Nominating Committee prepare one-page procedural sheets for the Deans, giving them a flow chart for holding Senate elections and explaining what they are supposed to do and when. This is to ensure that all colleges initiate timely election of delegates to the Faculty Senate each year.

Policy Councils: By general consensus of those present, the Steering Committee, Constitution Committee, and Senate need to implement changes in the stated tenure of Council Chairs prior to the upcoming elections. Specifically, it is recommended that the Senate elect six members to each of the five policy councils; that in future those elected will serve for three year terms (not one year as currently stated) and that the terms of office will be staggered so that one one-third of any council will be up for election in a single year; that for this first election (in order to create a system of staggered terms) the tenures will be as follows:

- 1.) For each council, the two members with the most votes will serve three years;
- 2.) then the next two with the most votes will serve two years;
- 3.) And the two with the fewest votes will serve one year.

In the future, nominees will stand for three year terms. In addition, it was suggested that for this first election, incumbent council members should be identified on the ballot by an asterisk (*) and a note saying that they are the current council members and are seeking reelection.

Because it would take some time for the Steering Committee and the Constitution Committee to effect these changes in wording, and get the changes approved by the Senate, it was also the consensus of the meeting that the date for election be pushed back to Monday, November 8, 2004, and that the time to nominate candidates would be extended to October 22, 2004. Interim council members will continue to serve until the election results of November 8, 2004

Finally as a clarification, it is noted that although nominees to council seats must be current

voting members of the Senate, once elected, members will serve out their full term, even if their term as a Senator expires during that time. Those seeking reelection must remain eligible (i.e., they must be voting members of the Senate the year they seek reelection).

- Issues taken up by Councils should be brought to the attention of the Steering Committee for further action. All chairs of Standing Committees will now also have membership on at least one of the Councils in order to foster communication. Council chairs should be included on email lists to receive the minutes of standing committees. Pierre Ramond has asked that all councils submit a list of their current needs and concerns to him. Concerns that were discussed at the meeting were
 - 1.) which council(s) and committee(s) will supervise grievance procedures (see below);
 - 2.) Some committees, notably the committee on Academic Freedom, Tenure, Professional Relations & Standards, wish to clarify the role and scope of their duties, and modify Constitutional wording to reflect this (see below):

Issues requiring action by the Senate Steering Committee and Senate:

- 1.) Changing the term of office for Council members from one to three years and postponing fall elections until November 8th, if necessary, to get this change approved.
- 2.) Submission of a report to the Senate by the University Libraries Committee, with a request that the Senate vote a resolution in support of the need for additional Library Resources, thereby revising a long-term trend that has left UF Libraries lagging behind other Academic Research Libraries.
- 3.) Bring forward a motion to make all outgoing chairs of Standing Committees Ex-Officio members of the Senate.
- 4.) Move ahead with defining and setting up the role of Ombudsmen.

NOTES:

- *Opening Remarks of Pierre Ramond*

Because the Senate is still experiencing problems in the scheduling of annual elections, it is important to get a fact sheet out to all Deans about annual Election procedures. The Policy Councils must look into streamlining grievance procedures, which are likely to be a major function of both Councils and Committees.

- *Question from Mike Katovich*

Which standing committee is responsible for overseeing grievance? Currently two standing committees, The Constitution Committee and the Academic Freedom, Tenure, Professional Relations & Standards Committee, have been given some responsibility for grievance.

- *Pierre Ramond*

This is one of the things the councils must help resolve. But it will take some time to work out, because the selection of a new Vice President for Human Services, just beginning, will probably affect the way grievance procedures are handled at UF.

- *Gene Hemp*

Procedures for grievance and conflict resolution are in place; however, the Senate still must define how the Ombudsman will carry out his/her responsibilities.

- *General Discussion*

Having Council members elected annually will not work. Members need a longer term in office in order to learn their jobs and take on Council business. Terms of office should be extended to three years and should be staggered. Carol Kem will forward written recommendations for changes to Pierre Ramond. {Results of discussion are covered in the recommendations given in the summary of major business, above}

- *Pierre Ramond*

Requested of Barry Ache if there should be any modification in the purview of the Committee for Honorary Degrees. Ache replied that the Committee should maintain its current scope.

- *Blake Landor*

Reported on the meeting held the previous day for the University Libraries Committee. The committee reviewed the budget matters with Director of Libraries Dale Canelas. Current statistics show a long-term trend that has the UF Libraries falling far behind other ARL libraries (peer institutions) in almost all aspects of library resources and services.

- *Gene Hemp*

Recommends that the Chair of the University Library Committee present a report on this to the Senate, and request Senate support, in the form of a resolution to the Provost's Office, that the University accept Director Canelas' requests for additional resources this year, and begin a trend of building up library resources to level of other peer libraries. Further recommends that this be done before the Provost must make decisions on the budget in early Spring.

- *Carol Kem*

Noted the Chairs of the Standing Committees are Ex-Officio members of the Senate. She requested that the Chairs be added to the Senate distribution lists and that any chairs who are not currently senators be notified of their status and also be added to distribution lists.

INDIVIDUAL COUNCIL & COMMITTEE REPORTS

Committee on Committees

Priscilla Williams, Chair, advised that they will be distributing a survey to all chairs of all committees within the next week. The results of the survey will be used to assist the committee in fulfilling its responsibility to annually review committees as charged.

Academic Freedom, Tenure, Professional Relations & Standards Committee

Tim Taylor, Chair, noted the Committee is working on streamlining grievance procedures so that hearings can be held more rapidly; and is also looking into legal issues related to faculty advisors; also requested that the scope of the committee must be better defined, and perhaps more narrowly limited; will submit suggested changes in language about the Committee's scope to the Constitution Committee.

Council on Academic Policy, Curriculum & Structure

Joan Frosch, Chair, noted that her council is currently looking into the impact of Peoplesoft on academic

decisions.

Purpose of Councils:

Tim Taylor suggested that an implicit role of Councils is to make information flow better between the Senate, its committees, and the administration.

Ramond added that Councils were originally conceived to assist the Senate in consulting on decisions with administration, rather than reacting to decisions already made.

Cusick noted that Councils have two practical jobs; the first is to maintain contact with specific branches of administrations, and keep the Senate informed about what is happening in those branches; and the second is to replace the Faculty Academic Advisory Council and act, with the Steering Committee, as a channel of faculty input and feedback to the administration.

Hemp and Katovich noted that councils also need to act as umbrella organizations over the Committees, keeping track of what all Committees are doing, and coordinating the tasks of committees.

In response to a question from Frosch, Hemp noted that issues or concerns about the Policy Councils should be brought to the attention of the Steering Committee for further action.

Council Chairs agreed to correspond by email to set up lines of communication between the Councils and standing committees, and to meet at 2:30pm on Wednesday, October 13th, prior to their meeting with President Machen, to go over the proposed linkages between Councils and Committees.

MEETING ADJOURNED at 11:50am