VOTING MEMBERS PRESENT:
Kristie Abston (COB)
Raid Amin (CAS)
James Arruda (CAS)
Eric Bostwick (COB)
Ted Fox (CAS)
Richard Frazee (COPS)
Richard Hough (COPS)
Kathy Johnson (COPS)
Johan Liebens (CAS)
Esmail Mohebbi (COB)
Lakshmi Prayaga (COPS)
Hedi Salanki-Rubardt (CAS)
Jossy Uvah (CAS)
Pat Wentz (COPS)
Amanda Ziegler (Library)

EX OFFICIO MEMBERS PRESENT:
Steve Belko (UFF President)
Diane Bagwell (COPS Council Chairperson)
Kathy Johnson (Emerald Coast)
Daniel Pace (COB Council Chairperson)
Martha Saunders (Provost)

ABSENT:
Judy Bense (UWF President)
Glenn Breed (CAS)
Molly Brown (Library Faculty Council Chair)
Marie-Therese Champagne (CAS – Proxy to Raid Amin)
Richard Hawkins (COB)
Howard Hesse (Staff Senate President)
Geoff LaForte (CAS)
Daniel McBurney (SGA)
Robert Philen (CAS Council Chairperson)
John Platt (COPS – Proxy to Richard Frazee)
Anna Shiplee (CAS)
GUESTS:
Carl Backman (Associate Dean)
James Barnett (Interim CEO, UWF BEI)
Carolyn Beamer (CCR Coordinator)
Jay Clune (Administration/Accreditation Fellow)
George Ellenberg (Vice Provost)
Joffery Gaymon (Assistant Vice President Enrollment Affairs)
Richard Podemski (Dean, Graduate School)
Susan Stephenson (Vice President Business, Finance, and Facilities)
Doug Waggle (Chairperson Accounting and Finance)
Susan Walch (CAS – Psychology)

COMPLETE MINUTES OF THE FACULTY SENATE MEETING
The Faculty Senate Meeting of May 9, 2014 was called to order by Senate President Richard Hough at 2:00 p.m. in the Alumni Room Building 12, Main Campus, in Pensacola, Florida.

APPROVAL OF THE AGENDA
The May 9, 2014 Faculty Senate Agenda was adopted as presented.

Call for Proxies
Marie-Therese Champagne (Proxy to Raid Amin)
John Platt (Proxy to Richard Frazee)

APPROVAL OF THE MINUTES
The April 11, 2014 Faculty Senate Meeting Minutes were approved as distributed.

Administrative Reactions
The Administrative Reactions to the Faculty Senate April 11, 2014 Meeting are attached to these Minutes.

BRIEF ANNOUNCEMENTS AND DISCUSSIONS: Administration

UWF Provost Martha Saunders

Dean’s Search
The Dean’s Search is going very well; the schedule was adjusted due to the recent flooding. We are in the phone interview stage.

Academic Reorganization
The academic reorganization is moving along; we plan to hire leadership first and then organize each college. Organizational logistics regarding the budget, back office, etc. are challenging and may require dual management for the first year; however, the new college will be in place when the leadership is in place.
Legislative Update

Maintaining Existing Funding
UWF was able to maintain all the new funding from last year, including the Doctorate in Physical Therapy, Doctor of Nursing Practice, IT performance funding (funding cybersecurity certificates and minors), Complete Florida Program, and Florida Small Business Development Center. These funds are restricted for their intended purpose.

New Program Funding
UWF received additional funding for new programs and enhancing some current programs. We will be able to start a new Mechanical Engineering Program to align with the regional emerging aerospace initiatives. We also received startup funding for a Doctorate Physician Assistant program, again a critical workforce need area. Our Complete Florida Program received additional funding and will be able to roll out 50 online programs this fall. We also received funding to strengthen the K12 pipeline of students in STEM education.

Capital Projects Funding
We received $11 million to provide much needed renovations to the Laboratory Sciences Building, Building 58. This is a critical need for our campus and incredibly overdue.

Florida Virtual Campus
The Legislature is proposing to move the Florida Virtual Campus (FLVC) to the University of West Florida. The FLVC is comprised of Joint Library Services for the state colleges and universities, the FACTS advising system, and the Distance Learning Consortium. This is a statewide program that provides various online student services, manages transient student forms, supports advising, and supports the sharing of public library resources throughout the state. The Florida Virtual Campus is going to present a Human Resources challenge.

Summary
The budget news is mixed. We must work hard to restore the $3.8 million in cuts from the BOG performance funding and improve our metric scores. At the same time we will be able to make investments in current and new programs with the new funding designated for those purposes.

PACE Awards
We are reviewing the PACE Award proposals with a priority toward those that move UWF forward to improving our metrics, especially our FTIC retention and 6-year graduation rates.
AVP Research
We will start fresh with our search for AVP Research as there were no perfect-fit candidates this time.

Attendance Pilot
A draft is ready for Faculty Senate review; we will submit a copy in the fall when the Senate resumes its meetings.

Faculty Forum
The Fall Faculty Forum is scheduled for August 18 (Reception) and August 19 (Forum). The topic will follow the QEP – Professional Readiness.

Commencement
We had the highest faculty participation ever and I was so proud. We are talking about moving Commencement to campus next December. We have a lot of logistics to discuss.

Questions to Provost
Senator Arruda: What is the status of the Enhancement Funding for UWF?
Provost Saunders: UWF received almost $2 million in recurring money and there has been no decision as to how that money will be used; however, UWF considers recurring money as non-recurring money until we know for sure that it is recurring.

Senator Wentz: There are currently about 130 employees at the Florida Virtual Campus. Will these employees be physically located here or elsewhere?
Provost Saunders: We don’t know yet.

Senator Mohebbi: Does UWF want the Florida Virtual Campus?
Provost Saunders: The Legislature has not been pleased with how the Florida Virtual Campus has been run. President Bense was approached because the Legislature has been impressed with Complete Florida. We thought that UWF would be responsible for a portion of Florida Virtual Campus but we got the whole program. It is cool but a lot of work. There are a lot of logistical problems that we will have to work through.

BRIEF ANNOUNCEMENTS AND DISCUSSIONS: College Councils, Emerald Coast, Staff Senate, Library, UFF, and Students

CAS Council Chairperson Robert Philen [Reported via email]
CAS Council has wrapped up its activities for the year. At our final meeting of the academic year, we adopted a set of recommendations for the initial structure and composition of CASSH and COSEH Councils. These recommendations have been forwarded to the CAS Dean.
UFF President [Steve Belko]  
Distributed for Faculty Senate review:  
Salary Increases – UWF Upper Administration vs. In-Unit Faculty

GUEST PRESENTATION

Suicide Prevention Coalition Presentation [Susan Walch]  
Distributed for Faculty Senate review:  
Student Crisis Prevention Handbook: Student Version  
Student Crisis Prevention Handbook: Faculty/Staff Version

Business, Finance, and Facilities Presentation [Susan Stephenson]  
Distributed for Faculty Senate review:  
Administrative Quick Reference Guide

The Division of Business, Finance, and Facilities presentation is linked to these Minutes. In addition Dr. Stephenson, Vice President and Chief Financial Officer for Business, Finance, and Facilities, introduced the following members of her team to provide a brief description of their division:

- Ellen Till, Director Business & Auxiliary Services  
- Colleen Asmus, Associate Vice President/Controller Financial Services  
- James Barnett, Associate Vice President Facilities Development & Operations.

BRIEF ANNOUNCEMENTS AND DISCUSSIONS: Faculty Senate President Hough

UWF President’s Response: Resolution on Faculty and Staff Compensation  
President Hough: The President’s response to the Resolution on Faculty and Staff Compensation is attached to these Minutes.

Senator’s Leaving Faculty Senate  
President Hough: The following Senator’s term of service ends in July:

- Raid Amin (CAS)  
- Eric Bostwick (COB)  
- Marie-Therese Champagne (CAS)  
- Richard Hawkins (COB)  
- Johan Liebens (CAS)  
- Esmail Mohebbi (COB)  
- Richard Frazee (COPS)  
- Daniel McBurney (SGA)

Thank you to all Senators for your service and participation.
OLD BUSINESS: ORGANIZATIONAL ISSUES: COMMITTEE/COUNCIL REPORTS

Academic Council Report [Ted Fox]
[To view full reports, follow link to Nautical Organizations]
Senator Fox: The Academic Council met on April 25, 2014 and presents the following report:

- Action items
  - Graduate School Dual-Listed Course Policy
  - Cyber Security Programs Name Change
  - Credit Hour Policy
  - Academic Freedom and Responsibility for Out of Unit Instructional Personnel policy
  - Distance Learning Policy
- Informational Items
  - Definition of NF (Non-Attending F) Grade
  - CCR Process
  - Pilot Attendance Initiative
  - CCR Process Calendar

Hearing no request for further discussion, the Motion from the Report moved forward.

VOTE=====APPROVED

Senator Fox: Please review the proposed CCR Process document and send your comments to me and Senator Arruda.

Senator Uvah: Prior to 1999, there were two different sub-committees: Undergraduate/Graduate Programs Committee (UGPC) and Academic Review Committee (ARC); however, the Faculty Senate agreed to merge the two sub-committees into the current Academic Council (AC) so that one committee could review both policies and CCRs. However the proposed CCR Process recommends splitting the sub-committee again. In the past, we found that it did not work splitting the committee.

Senator Arruda: We have had major changes since that time. There has been an increase in the quantity of courses and programs.

Governance Committee Report [Pat Wentz]
[To view full reports, follow link to Nautical Organizations]
No Report

Planning and Special Issues Committee (PSIC) Report [Richard Hawkins]
[To view full reports, follow link to Nautical Organizations]
No Report
NEW BUSINESS

Charges to Senate Sub-Committees

Academic Council
➢ No new charges

Governance Committee
➢ No new charges

Planning and Special Issues Committee (PSIC)
➢ No new charges

OPEN FORUM

Resolution on Faculty and Staff Compensation

COB Council Chairperson Pace: We want to get the Resolution on Faculty and Staff Compensation in front of the Board of Trustees. The President did not address that in her response.

Senator Amin: According to the Bylaws, a Senator can request that a non-member briefly address the Senate during Open Forum. I would like to request that UFF President Belko have an opportunity to speak.

UFF President Belko: I would recommend that the Faculty Senate send the Resolution to the Board of Trustees (BoT).

Senator Arruda: Isn’t there a provision in the Faculty Senate Bylaws for the Vice President of the Faculty Senate to address the BoT?

President Hough: Yes, the Bylaws state the following: III.E.2. At the request and direction of the Faculty Senate, the Vice President will also serve as the faculty lobbyist to the Board of Trustees. When acting in this capacity, he or she will notify the Senate President of the information he or she intends to communicate with the Board and/or any of its members at least 24 hours prior to the forthcoming Board meeting.

Senator Arruda: I thought that VP Platt was going to take this to the BoT.

President Hough: This is the last meeting of the Faculty Senate until September. I hope that each Senator will think over the summer about the Resolution and how best to keep it moving.
COB Council Waggle: The Faculty Senate approved the Resolution and agreed to present it to the BoT.

President Hough: The Faculty Senate is an advisory committee to the Administration; we have no authority to send anything to the BoT.

COB Council Waggle: Then what happens next?

President Hough: The Executive Committee will discuss how best to proceed at its next monthly meeting.

Senator Bostwick: The President can’t speak to Bargaining issues; the Faculty Senate has talked about the Resolution for three months. Does the Faculty Senate Bylaws allow for VP Platt to go outside Sunshine laws? Could a member of the BoT take this Resolution to the BoT?

President Hough: There is a protocol for submitting items to the BoT and then it is up to the BoT Chairperson as to whether or not the item makes the agenda.

Senator Abston: The UFF President is on the BoT agenda; can he take the Resolution before the BoT?

UFF President Belko: Yes, UFF is on the agenda for the next meeting and I intend to let the BoT know that all areas of UWF have endorsed the Resolution. But the Resolution would carry a lot of weight coming from the Faculty Senate.

President Hough: Why didn’t the Senate present these questions to the Provost while she was in attendance?

Senator Arruda: The Faculty Senate wanted to talk to President Bense but she was not in attendance today. We do not have any other opportunities to talk with her.

President Hough: I agree. I advised President Bense not to go out-of-town but rather to stay and address this issue with the Senate. However, President Bense is serving as the Chairperson for the Florida Public Archeology Network Board and that Board only meets one time per year. I have talked with President Bense and I have urged her to get in front of the BoT and let them know that faculty and staff need raises.

Senator Uvah: The Faculty Senate has made a clear message that it wishes to send the Resolution to the BoT. I would like to make a MOTION.

President Hough: There are no motions during Open Forum.

Senator Wentz: I would like to call back to session our Faculty Senate Meeting.

President Hough the Faculty Senate Meeting is back in session.
Senator Uvah: MOTION
Having received the response back from President Bense, the Faculty Senate will now send the Resolution to the Board of Trustees.
Senator Amin: SECOND to the MOTION

Senator Arruda: FRIENDLY AMENDMENT
The Faculty Senate would like to request a receipt of delivery from the Board of Trustee members.

The FRIENDLY AMENDMENT was ACCEPTED.

Senator Mohebbi: Why didn’t VP Platt respond and take the Resolution to the BoT?
Senator Abston: Can we request that VP Platt be added to the BoT Agenda?
President Hough: If the Resolution is on the Agenda then I, as a BoT member, can speak to the issue. We can email VP Platt and ask if he can be at the BoT meeting.

Senator Wentz: We need to decide today how we are going to send the Resolution to the BoT.

President Hough: We can direct Carol Settle to immediately seek permission to send the Resolution to the BoT.

Senator Mohebbi: Do we still want to ask VP Platt to be at the BoT meeting.
President Hough: We can do both.

UFF President Belko: We need to send a letter to President Bense.
President Hough: The full discussion will become a part of these Minutes.

VOTE====MOTION and FRIENDLY AMENDMENT APPROVED

ADJOURNMENT
The May 9, 2014 Faculty Senate Meeting adjourned at 3:45 p.m.
Carol Settle, Recording Secretary

UPDATE: After the Faculty Senate Meeting adjourned Carol Settle met with Dr. Kim Brown regarding permission to send the Resolution to the BoT members. Dr. Brown outlined the protocol for sending anything to the BoT members as follows:
- Email request to Dr. Brown including copy of document for BoT members
- Document will be reviewed by Dr. Brown, President Bense, and Pat Lott
- Email of document will be submitted to BoT members from Dr. Brown

The protocol was followed specifically and the Resolution was emailed to Dr. Brown. Dr. Brown forwarded the Resolution to the BoT members with a request to acknowledge receipt.