

Faculty Senate Meeting Minutes

September 6th, 2024

Library 237

Call to Order (After the General Faculty Meeting)

Dr. Murray Skees (chair) called meeting to order at 5:30pm once quorum of 11 was reached

Welcome to Visitors and Special Acknowledgements

N/A

Approval of the Minutes of the April 19th, 2024, Meeting

Chair called for motion to approve minutes

MOTION by Sarah Swofford: approve minutes

Seconded and carried

Committee Reports – See Appendix 1 for committee reports

Chair added that the faculty development committee needs a chair and the application is forthcoming.

Unfinished Business

No unfinished business.

New Business

C3 Committee – voting; See Appendix 1 for full report

Chair recognized C3 Committee and moved to receive their recommendation by general consent
Committee Recommendation: *The Courses and Curricula Committee recommend the following proposals for the Faculty Senate's approval.*

- *Proposals – Dept. of Biology [Tye]*
 - *Program Modification: Biomedical Sciences Concentration (Add BIO B410 as an elective)*
- *Proposals – Dept. of Hospitality, Resort, & Tourism Management [Kim]*
 - *New Course: SPRT B385 (Sport Ethics)*
 - *Course Change: HRTM B350 (discipline & course number change to: SPRT B325)*
- *Proposals – Dept. of Computer Science & Mathematics [John]*
 - *Course Change: CSCI B240 (revised course title & bulletin description)*
 - *Course Change: ISAT B240 (revised course title & bulletin description)*

Chair called for motion

MOTION put forward by Dr. Mercer Brugler: approve program modification for Biology

Seconded and carried

Chair called for motion

MOTION put forward by Dr. Su Gibson: approve new course SPRT B385

Seconded and carried

Chair called for motion

MOTION put forward by Dr. Su Gibson: approve course change HRTM B350

Seconded and carried

Chair called for motion

MOTION put forward by Dr. Brian Canada: approve course change CSCI B240

Seconded and carried

Chair called for motion

MOTION put forward by Dr. Brian Canada: approve course change ISAT B240

Dr. Canada gave point of information: same course as CSCI B240, just cross-listed

Seconded and carried

For the Good of the Order & Announcements

Any announcements for the good of the order were amended to the General Faculty meeting that preceded the Faculty Senate meeting this month.

Adjournment

Chair called for motion to adjourn

MOTION put forward by Bob LeFavi: adjourn the meeting

Seconded and carried by unanimous consent

Next Meeting – Friday, October 11, 2024 in Library 237

Meeting Minutes Recorded by Carmen Farrell, secretary

Appendix 1 – Committee Reports

USC System Faculty Leadership Council

No report.

Academic Steering Committee

No report.

Budget Committee

No report.

Courses and Curricula Committee

Ron Erdei: The Courses and Curricula Committee (C3) met on Friday March 15th and recommend the following proposals for the Faculty Senate's approval under New Business.

Proposals:

Proposals are organized by department so representatives can readily address questions should there be any.

- Proposals – **Dept. of Biology** [Tye]
 - Program Modification: Biomedical Sciences Concentration (Add BIO B410 as an elective)
- Proposals – **Dept. of Hospitality, Resort, & Tourism Management** [Kim]
 - New Course: SPRT B385 (Sport Ethics)
 - Course Change: HRTM B350 (discipline & course number change to: SPRT B325)
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Announcements & Reminders:

- C3 resources (forms, examples, etc.) are available on the USCB web site:
<https://www.uscb.edu/registrar/c3-resources/index.html>
- Bulletin Descriptions for courses should be worded to make advising, student registration, and mapping of transfer credit as intuitive as possible. C3 recommendations: include a list of specific topics and/or course objectives covered in the class; include any course prerequisites.
- Advising for **Spring 2025** begins mid-October. Consequently, course proposals need to be approved by C3 and FS in early October if they are to be available to advisers when advising begins in mid-October. The October C3 meeting will be held Oct. 4th. **Deadline for proposals is Sept. 27th.**

Next C3 Meeting: Friday October 4th, 2024, at 3:00 PM (1 week prior to the October Faculty Senate meeting).

Deadline for Submitting Proposals: Friday September 27th, 2024, at 5:00 PM (1 week prior to C3 meeting)

USCB 2024-2025 ACADEMIC YEAR IMPORTANT DATES

2024-2025 Courses and Curricula Meetings			2024-2025 Faculty Senate Meetings		
DATE	TIME	LOCATION	DATE	TIME	LOCATION
August 30, 2024	3:00 pm	TEAMS	September 6, 2024	3:00 pm	LIBR 237
October 4, 2024	3:00 pm	TEAMS	October 11, 2024	3:00 pm	LIBR 237
November 1, 2024	3:00 pm	TEAMS	November 8, 2024	3:00 pm	LIBR 237
December 6, 2024	3:00 pm	TEAMS	December 13, 2024	3:00 pm	LIBR 237
January 17, 2025	3:00 pm	TEAMS	January 24, 2025	3:00 pm	LIBR 237
February 14, 2025	3:00 pm	TEAMS	February 21, 2025	3:00 pm	LIBR 237
March 14, 2025	3:00 pm	TEAMS	March 21, 2025	3:00 pm	LIBR 237
April 11, 2025	3:00 pm	TEAMS	April 18, 2025	3:00 pm	LIBR 237

Faculty Development Committee

Sean Barth: The Faculty Development Committee is ready to get started on the 24/25 academic year. We will be accepting applications starting next week and will get a link sent out in a separate email with instructions.

A couple of notes for the 24/25 year:

- This year's allocation is \$15,000 (\$10,000 traditional + \$5,000 pedagogy-related).
- \$1,000 limit per faculty member.
- The university does not pay individual professional organization memberships.
- For conferences, presenting is a requirement for FDC funds. We will not fund attendance only.

I hope this helps guide you in your application process. You can always email me at barthse@uscb.edu if you have any questions. Thanks for your time.

[Upon review of the recording from April, we found that Sean is no longer on this committee. But the information provided above is still relevant. Though if you have any questions, please reserve those for the new chair which will be announced shortly.]

Faculty Grievance Committee

No report.

Faculty Library Committee

James Shinn: Nothing to report. The Faculty Library Committee will meet on 9/5/2024 and submit a report for the October 2024 Faculty Senate Meeting.

Faculty Manual Review Committee

John Thrasher: The Faculty Manual Review Committee will be meeting in September. Over the summer, the faculty manual continued going through the approval process, during which time certain changes needed to be made. These changes were mostly non-substantive (fixing typos, adding references to policies). Where the changes were, at all, substantive, we were required to follow system policy or follow the legal compliance rules. After making the required changes, the manual was submitted for consideration by the Board of Trustees at their August 23 meeting. While we have not yet received an official letter of notification, we have received word that the Board of Trustees approved the Manual at that meeting.

Faculty Welfare Committee

No report.

General Education Committee

No report.

Promotion and Tenure Committee

No report.

Committee for Academic Integrity (ad hoc)

No report.

Honors Steering Committee (ad hoc)

No report.

International Programs (ad hoc)

No report.

Student Research and Scholarship Day Committee (ad hoc)

Beth Hammond: The Student Research and Scholarship Day committee will meet in early September. The 2025 Student Research and Scholarship Day will take place on Monday, April 21st, 2025.

Student Scholarship and Fellowship Committee (ad hoc)

Carmen Farrell: The Student Scholarship and Fellowship committee is excited to welcome Dr. Tye Pettay to the committee. Our first meeting of AY24-25 was on August 27. We are excited to re-launch the Standout Scholars program, for which information can be found below. We also reviewed applications for the Sand Shark Voyager conference travel award and awarded 4.

Sand Shark Voyager Awardees: Evan Calabrese, Celeste Cruz-Reyes, Savanna Fumbi, (all 3 mentored by Babet Villena-Alvarez) and Kari Hill (mentored by Hadis Dastgerdi)

Do you have a student who is traveling to present research at a conference? Our Sand Shark Voyager Award is a \$500 award for research related travel. If you have a student who will be traveling for research between January 1st and March 31st, 2025, the application for that cycle will open from November 1 through November 8th, 2024. Information about this award, application cycles, rubric, and the submission form can be found under “Sand Shark Voyager Awards” on this website: <https://academics.uscb.edu/research/student-research/index.html>

Stand Out Scholars: We are asking all faculty to please submit ONE student name to us – your STANDOUT STUDENT from this semester or last spring. The student may be chosen based on high grades, determination, demonstrated improvement, goal-oriented motivation, or involvement in discipline-specific clubs, among other characteristics that qualify our top students. Please fill out <https://forms.office.com/r/0rARHEHSy> with your nomination by Friday, October 11 at 5 pm (Faculty Senate Day)

If anyone has any questions or concerns, please reach out to Carmen Farrell at cf28@usb.edu.

SS&FC Committee – Carmen Farrell (chair), Dave Hall (ex-officio), Kim Cavanagh, Tye Pettay, Jim Sidletsky, Babet Villena-Alvarez