



# Faculty Governance Council

September 30, 2008

2:00PM to 4:00PM

Dean's Conference Room (4307, HPNP)

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## Members:

Dr. Renee Rose (Chair, DCEE), Dr. Michael Meldrum (Senator, PD), Dr. Sven Normann (Senator, DCEE), Dr. Richard Segal (Senator, POP), Dr. Michael Katovich (PD), Dr. Ken Sloan (MC), Dr. Jeffrey Hughes (PC), Dr. Earlene Lipowski (POP), Mr. Tom Munyer (PP), Dr. William Millard (Dean's Office), Ms. Deborah Bambarola (ORGS)

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## AGENDA TOPICS

- + Accept minutes from the August 26 meeting.
- + Policy Manual
- + DCEE Policy and Procedure Manual
- + Admissions Committee
- + Committees:
  - o Faculty Student Relation Committee
  - o How to determine committee chair
  - o How often to repopulate
  - o When should the annual review of committees be (chair)
  - o Voluntary vs. Assignment
  - o How are member numbers determined?
  - o Role of Mike McKenzie on Impaired Professionals Committee
  - o How should students be chosen for committees?
- + Facilitating budget for Gainesville
- + Faculty meetings and retreat agenda
- + Reporting Conflicts of Interest/Outside Activities



# Faculty Governance Council

Minutes from September 30, 2008

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**Attendees:** Dr. Renee Rose (Chair, DCEE), Dr. Mike Meldrum (Senator, PD), Dr. Sven Normann (Senator, DCEE), Dr. Richard Segal (Senator, POP), Dr. Jeff Hughes (PC), Dr. Ken Sloan (MC), Dr. Earlene Lipowski (POP), Dr. Tom Munyer (PP), Dr. Mike Katovich (PD), Dr. William Millard (Dean's Office), Ms. Deborah Bambarola

**Absent:** None

**Guests:** Three students from IFAS came to observe: Alexia, Rachel and Mary

✚ **Accept Minutes:** Meeting was opened at 2:00pm in room 4307 with the minutes from the August 26, 2008 FGC meeting being approved as recorded.

✚ **Policy Manual:** Sections 1-4 of the COP Policy and Procedures Manual were reviewed and then discussed at the meeting. There were several changes that each reviewer brought forth for the committee to accept or decline these changes. Changes to the Policy Manual are being made on a regular basis and anyone interested in reviewing the manual with the changes should refer to the COP [Policy Manual](#) website. FGC will continue to review the Policy manual in future meetings. Complete review of the Policy manual will be conducted every 3 years.

✚ **DCEE Policy and Procedures Manual:** The distance campus directors were asked to review and make any suggestions for changes to the manual but none were brought forth. During the meeting it was suggested that the DCEE manual be linked to the COP manual.

✚ **Admissions Committee:** Faculty at the distance sites would like the opportunity to be a member on the Admissions Committee. The faculty from these sites would have to travel to Gainesville for the meeting or a way would have to be devised to send the necessary materials to each site in a secure electronic format. Renee will talk with Karen Whalen, Assistant Director St. Pete campus, to gather information from her experience at Nova. Renee will also meet with Sven Normann and Julie Johnson to assist with the request from the DCEE faculty.

✚ **General Committees Questions:** There were several questions that still need discussion that would affect most of the committees (see agenda) but were not able to be discussed due to lack of time.

✚ **Facilitating budget for Gainesville:** Discussion was initiated on how facilitators would be paid for a course that originates at a distance site but is taught at the Gainesville site. The Department of Pharmacy Practice is currently discussing this concern as well. It was discussed that at this point the decision about how facilitators are paid in an elective is determined at the department level. Discussion also occurred concerning the origination of the funds and how facilitator funding was changed to reflect additional needs of facilitation at the college of

pharmacy. Dr. Meldrum also noted that the Curriculum Committee will no longer consider proposals for new elective courses unless there is an approved plan by a department to fund the course. This includes coordinating the course, lecturing and facilitating costs. As part of the discussion, there were concerns raised about this approach since it could disallow new elective course proposals that provide valuable content from being offered, while less valuable but established electives courses would continue to be offered. Further discussion by the council on this matter will continue in future meetings.

- ✚ **Faculty meetings and retreat agenda:** not discussed due to lack of time
- ✚ **Reporting Conflicts of Interest/Outside Activities:** not discussed due to lack of time
- ✚ **Next meeting is scheduled for October 28.**

Meeting adjourned at 4:05pm.