

CFS Governance Council

March 21, 2013

1:30PM

Westside D

Minutes

Members In Attendance: Liz Perkins (Chair), Marty Kledzik (Vice Chair), Storie Miller (Recorder), Svetlana Yampolskaya, Tom Massey, Donna Burton, Ray Miltenberger, Cindy Shockley, Nancy Burrus, Dawn Khalil, Marilyn Cureton, , Tim Weil, Kim Crosland

Guests In Attendance: Lynn Clingan (guest speaker), David Chiriboga

Call to order: The meeting was called to order by Liz Perkins at 1:30PM

Minutes Approval: Ray Miltenberger made the motion to approve the minutes of December 13, 2012, seconded by Tom Massey, and passed unanimously.

Guest Speaker: Lynn Clingan

Lynn Clingan, Associate Director for CFS gave an update on staff reorganization and the budget. She first spoke on the staff reorganization, explaining that in order to move toward a more function model for the whole department – instead of individuals assigned to specific areas/divisions in the department – admin staff will serve specific tasks for the department. Maricel Hernandez will cover finance issues for the ABA program. Marty Kledzik and Nancy Van Trump will serve as grant specialists, Janet Reyes will continue with pre-award tasks and Sonja Jones will cover finances related to the USF Foundation. So as not to have “silo” issues, the “finance team” will continue to work together to keep the needs of faculty served.

Ray Miltenberger asked if this is being done in other areas, specifically if there were plans for a back-up person for Aleatha Neal’s position with ABA. Lynn said they are looking into the need to form an academic team for the department.

Details for the budget update profiled a 1.7% budget cut for next fiscal year. Lynn said this equals about \$54,000 for CFS. In addition, the department will lose funds related to the vacant rate/unfilled faculty lines related to the ABA faculty search. After the search was completed and positions filled, \$37,000 from that line will go back to the Dean’s office. Lynn said the department is not currently looking at a layoff situation, but expressed the need to continue with grant applications and alternative funding opportunities.

Lynn also gave a brief update on department moves, stating that what is now the “communications area” is becoming the area for the new ABA PhD students, as well as lounge

area for all ABA students. Dawn Khalil and Storie Miller will be moving into the hallway. More moves will probably occur as new faculty arrives.

Committee Reports/Updates

Liz Perkins gave an update from the last CFS Leadership Meeting. She said much was the same from Lynn's update. In addition, the progress of the master's program in children's mental health was discussed, as was the new PhD ABA program, which has admitted six individuals.

Tom Massey gave the update from the last CBCS Governance Council meeting. He said the dean has asked for a committee to look into the idea of developing faculty awards. This is possibly related to the desire for AAU status for the university.

Noise Disturbance

Marty Kledzik shared his discussion with Stefan Phekoo regarding the noise disturbance created by the physical plant employees when they are performing maintenance and lawn care. Marty said Stefan is aware of the problem and explained that this is an issue campus wide. Stefan has relayed this concern to the new physical plant manager. After discussion, Ray Miltenberger suggested finding out which classes in our buildings are most affected, and determining which days/times they are not in use, so that perhaps we can provide that information to physical plant so they can schedule service accordingly. Marty said he will discuss this with Stefan.

New Business

Websites

Storie Miller shared information on the new requirements related to the campus wide content management system that requires standardized templates designed to provide consistent branding on all USF websites. The information migration will begin at the college level, but all departments/schools will need to move their content soon after. Storie will provide more updates as she gets them.

Independent Contractors

Marty Kledzik explained the changes related to hiring independent contractors/consultants. Categories have been set up by HR to determine where they might fall, which then determines whether they must be "hired" by USF. Marty is going to send Tom more specifics so that he can bring up to faculty and PI's.

Contact Information on Web

Marty said that he is getting a variety of calls with questions he is unable to answer. He is concerned that his phone number is listed as a contact for CFS on the web. Storie Miller said she will research the problem and remove his name and number. This led to the discussion about whether it was necessary to even have an actual phone number as

contact information. Ray Miltenberger made the motion to remove the phone number from the CFS website, Tom Massey seconded and the motion passed unanimously.

Minutes

Marty Kledzik made the motion to send minutes for review when sending upcoming meeting agendas. Tim Weil seconded the motion and it passed unanimously.

Building Update

Tom Massey discussed plans for the demolition of MGX, MGY, and MGZ buildings (that house CARD) to make way for a new USF Health Heart Institute. A space allocation study will be done to determine where displaced faculty and staff will be housed.

Fixed price contracts

Tom Massey said that as of March 1, 2013, fixed price contracts cannot be used. Any unused funds will now will revert back to sponsored research. Tom will provide more updates as he gets them.

Adjournment

The meeting was adjourned at 2:35

Next Meeting

Friday June 21st, Westside A

Faculty Subcommittee - 1 - 2pm

CFS Governance Council 2.15pm - 3.45pm