

Faculty Advisory Council

Minutes

Date: January 13, 2004

Time: 8:30 AM – 10:00 AM

Place: Horvitz Building, LaBonte Board Room

Present: Ron Chenail (Academic Affairs), Veljko Dragojlovic (OSC), Jan Faust (CPS), George Fornshell (GSCIS), Mark Glover (HPS/COP), Stan Hannah (FGSE), Marliese Hogan (FCAS), Bob Prezioski (HUIZENGA), and Lenore Walker (CPS).

Absent: Donald Antonson (HPD/CDM), Robert Casady (HPD/CMS), Jonathan Coffman (HPD/MED), *Morton Diamond (HPD/CAHN), Alexandra Espejo (HPD/Optomtry), Joshua Feingold (FCAS), *Wendy Hupp HPD/CDM, Cynthia Irvin (GSHSS), Leanne Lai (HPD/COP), *Mike Masinter (LAW), *Michael Patterson (HPD/COM), Anne Rambo (HS&SS), *Marlisa Santos (FCAS), Ken Seger (HPD/OPT), Fran Tetunic (LAW), and Pan Yatrakis (HUIZENGA).

*** Emailed to report scheduling conflict**

Purpose Statement: The purpose of the Faculty Advisory Council is to help further the Mission of Nova Southeastern University by advising the administration of NSU about matters for the improvement of university programs and services. The primary goal of the Council is to enhance, protect, and maintain the intellectual integrity of the university through its academic programs. To this end, the Council serves as a forum to recommend new and innovative change: a platform to address academic issues and concerns; and a resource for conceiving, developing, and implementing new projects. The Assistant to the President for Academic Affairs chairs the Council. The Council meets monthly and consists of representatives from each academic center within the institution (11/00)

1. Approval of December 10, 2003 Minutes

The Minutes were approved unanimously

2. Barnes & Noble Bookstore – Dr. Ron Chenail

Dr. Ron Chenail welcomed Chris Ott, Director of Business Services, Meaghan Connolly, Store Manager for Barnes & Noble Bookstore, and Immer Rivera, Textbook Manager for Barnes & Noble Bookstore who were invited to address topics concerning the bookstore since NSU's change in management one year ago.

A bookstore Advisory Committee (BAC) is being formed and their first introductory meeting will be on January 21, 2004, in the Horvitz Administration Building, Financial Aid Conference Room #123, from 4:00 p.m. – 5:00 p.m. The Formal Charge for the BAC reads as follows:

The purpose of the Bookstore Advisory Committee is to represent faculty, student and staff constituents in reviewing bookstore

operations and advising ways to improve programs and services.

A discussion followed regarding faculty concerns about the timeliness of book orders and Barnes & Nobles policies and procedures for handling problems of this nature. They also discussed the issue of Barnes & Nobles policy requiring a 6 – 8 week leeway, and that the class enrollment numbers submitted for the purposes of ordering books were not correct. The bookstore manager, Meaghan Connolly, discussed in detail the book ordering procedure and how they are attempting to alleviate some of the current problems.

Meaghan Connolly addressed the procedures/steps necessary in order for the textbooks to be ordered electronically.

Another concern was the use of custom made books. The issue was whether the bookstore was ordering too many custom made books or not enough and they can't be returned to the publisher. This creates difficulties with the publisher not wanting to publish new editions.

Dr. Chenail suggested that faculty who experience this problem should provide contact information to Meaghan Connolly and her staff so they can work with the publishing companies directly.

Faculty brought up the problems of getting desk copies in order to search for new textbooks. Meaghan Connolly stated that Barnes & Noble would be happy to provide local representatives phone numbers for contact. It was noted that publishers usually provide desk copies for books they sell to the university.

Dr. Chenail recommended the possibility that the university should establish a centralized area representative to act as a liaison with the publishers thus eliminating duplication of effort and confusion when it comes to ordering desk copies.

3. Discussion of Follow-up Items January 5, 2004 – Dr. Ron Chenail

Dr. Chenail reviewed the email of January 5, 2004, that was sent to the FAC Committee members regarding follow-up items that were presented at the December 10, 2003 meeting.

4. Database Faculty Interest – Dr. Stan Hannah

Dr. Hannah's report was emailed to the FAC Committee on January 14, 2004 as follows:

The faculty database contains information about faculty research interests. At present, the database is designed to be used as a guide to experts by participants in the InternetCoast and the business community. The actual information collected is limited to name, email, telephone, division, and research interests for each faculty member who submitted information. Since some of this information could be used to improve faculty communication about their current research, it makes sense to make the information available to all faculty. By posting faculty research interests online, faculty members from different schools could quickly find out who has expertise in an area relevant to their own research. It is hoped that by sharing such

information across departments, NSU could encourage more collaborative research.

In its present format the research database is a Word file. There has been no attempt to standardize the index terms used to describe faculty research interests. To make the database more useful, it might be worthwhile to put the information on a web in a format that would simplify searches. To make sure that the faculty research database will be truly useful, please send suggestions about what additional fields are needed, what types of information would be useful, and what access points would be needed to search the faculty database. Since the database will be designed to meet your needs, your comments and suggestions would be most appreciated.

5. Patriot Act Task Force – Dr. Ron Chenail, Dr. Lenore Walker, and Dr. Cynthia Irwin

The second meeting of the Taskforce Committee will be on January 13, 2004. The committee will report to the FAC once they have more of a product. An OIT Representative will be at the meeting to facilitate in the setting up of a website for faculty. This website will be a means of communicating collected information regarding the Patriot Act which is being raised with regard to assignments given by faculty to students.

6. Faculty Symposium Update – Dr. Ron Chenail and Dr. Stan Hannah

Dr. Stan Hannah's report, which was emailed on January 14, 2004 to the FAC Committee, is shown below.

Dr. Morton Diamond and I have proposed that interested faculty could come together every month and discuss a topic that would be of interest to a wide range of faculty members. The topics ideally would be interdisciplinary. The proposed format would include a panel of experts who would sketch out the boundaries of the discussion and then open the discussion to all.

Since this proposal is in its formative stages, we would appreciate your advice or suggestions concerning the format of the symposia as well as possible topics for discussion. Please send your ideas to either Dr. Morton Diamond or to me. We would appreciate your sharing your thoughts and ideas with us.

Dr. Ron Chenail asked the FAC to email their ideas/suggestions to enhance and or add to this report so that he can discuss this at the January 20, 2004 staff meeting with the President.

7. Other Issues:

The Sixth Annual Celebration of Excellence scheduled for January 29, 2004 will be celebrating NSU's 40 th anniversary and the 10 th year merger of Southeastern University of the Health Sciences and Nova University . They will be honoring Dr. & Mrs. Morton Terry and Mr. & Mrs. August Paoli.

For information on the event you can go to the Public Affairs website:
www.nova.edu/cwis/ia/pubaffairs/ebulletin/snip-its/jan13/celebrate.html

The FAC questioned if the dates for NSU's Commencements have been finalized. An email of the dates will be sent to the FAC committee from the Office of Academic Affairs.

A discussion followed on the reason for having to scan in order to exit the parking lots especially in the evenings. Dr. Chenail stated that the scan cards are needed to study the traffic flow.

Dr. Jan Faust brought up the issue of pursuing an NSU Faculty Club to be situated on the main campus. The FAC committee wants to propose that NSU set aside space for faculty to come and convene for education purposes for themselves. Dr. Faust volunteered to research and work on drafting a proposal for submission to Dr. Hanbury before the final plans are in place for the University Center.

Discussion followed to include how this club would benefit the university. Each committee member was asked to write up a short proposal with their suggestions and submit them to Dr. Chenail.

- 8. Adjournment:** The meeting was adjourned at 9:45 a.m.
- 9. Next Meeting:** Wednesday, February 11, 2004, 8:30 A.M., in the Horvitz Administration Building's LaBonte Boardroom.