

Faculty Advisory Council

Minutes

Date: November 10, 2004

Time: 8:30 AM – 9:45 AM

Place: Horvitz Building, LaBonte Board Room

Present: Robert Casady (HPD/CMS), Ron Chenail (Academic Affairs), Morton Diamond (HPD/CAHN), Jean-Mathieu Essis (SHSS), Jan Faust (CPS), Joshua Feingold (FCAS), George Fornshell (GSCIS), Stan Hannah (FGSE), Marliese Hogan (FGSE), Wendy Hupp (HPD/CDM), Fran Tetunic (LAW), and Pan Yatrakis (HUIZENGA)

Absent: Donald Antonson (HPD/CDM), Jonathan Coffman (HPD/MED), Veljko Dragojlovic* (OSC), Alexandra Espejo (HPD/Optometry), Mark Glover* (HPD/COP), Sean Kennan (OC), Leanne Lai* (HPD/COP), Mike Masinter (LAW), Bob Preziosi* (HUIZENGA), Michael Patterson* (HPD/COM), Anne Rambo (SHSS), Marlisa Santos (FCAS), Ken Seger (HPD/OPT), and Lenore Walker (CPS)

Guests: George Hanbury, Peggy Lowey-Wellisch, Sheila Gonsalves, and Dennis Darvis

*** 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. Welcome and Introductions

Members and guests introduced themselves. The Council also welcomed its newest member, Dr. Jean-Mathieu Essis from the Graduate School of Humanities and Social Sciences.

2. Approval of October 12, 2004 Minutes

Minutes were approved

3. Parking Decals Process – George Hanbury, Peggy Loewy-Wellisch, Sheila Gonsalves, and

In response to issues that had been raised concerning the parking decal system, Executive Vice President for Administration George Hanbury, Executive Director of Student Financial Services Peggy Loewy-Wellisch, and her staff members from the One-Stop Shop, Sheila Gonsalves and Dennis

Darvis, met with the Council. Dr. Hanbury explained the new relationship the university had with the Town of Davie when it came to traffic enforcement issues. Now that NSU served as the enforcement officer for traffic and parking offenses on the campus, the information collection system had to be changed to ensure that the BossCars database had accurate information so tickets, fines, and collections could be managed effectively. Ms. Loewy-Wellisch said the One-Stop Shop was open to suggestions to improve the issuing of parking decals to faculty. She noted that some academic units had already requested that staff members from the shop work with point people in the units who could be the collection points for securing information and distributing decals.

Council members suggested that a more streamline system be put in place for renewals when no significant changes had occurred with the employee's car-related information from one year to the next (i.e., same car as last year). Ms. Loewy-Wellisch responded that she and her staff would look into developing such a process for next year.

After the parking decals discussion was concluded, Council members inquired about some other parking issues that included the parking structure located just north of the Sherman Library. Council members informed Dr. Hanbury that many times all of the NSU-assigned parking spaces were totally used and that the paid spots were not being heavily utilized. To remedy this problem, they wanted to know if more parking spaces could be carved out from the fee-for-parking section. Dr Hanbury explained how the parking garage was funded by the university and Broward County and how that led to the university getting 500 parking spaces and the County 725 parking spaces. Dr. Hanbury also shared that he was meeting with representatives from the Huizenga School of Business regarding a systems by which their employees would be able to pay for assigned parking spaces in the parking tower.

Council members suggested that many of the parking spaces in the parking tower were being taken up by University School students. They noted that these students had parking lots of their own and wondered if they could be encouraged to use those spaces instead of those located in the parking tower. Dr. Hanbury said he would have a study conducted on the parking tower in order to learn more about its overall usage and capacity utilization.

Dr. Hanbury also described future transportation systems plans for the university. These include building a transfer station just north of the aforementioned parking structure. This station would allow for the university to connect with the County's transportation systems and to improve citizens, employees, and students' ability to use mass transit to travel to and from the university. He also noted that with the coming of the University Center, the university's transportation and parking needs will increase over the next few years and he anticipated the need to build additional parking structures as NSU becomes more of an "urban" campus. He also said that parking fees for students might be something the university may have to enact in the future.

4. Health Insurance Update – Sharon Fredda

Dr. Chenail announced Sharon Fredda, Executive Director of OHR, was unable to attend today's meeting, but she will join the Council at its December meeting.

5. NSU Faculty Club – Ron Chenail

Dr. Chenail reported that members of the NSU Faculty Club sub-committee, Professors Faust, Diamond, and Tetunic and himself, met on October 22, 2004 to begin drafting the survey that will be used to assess faculty members' interest in the proposed club. Attached to the minutes is the first draft of the proposed Benefits Section. Dr. Chenail asked for feedback on this section of the survey as well as with any of the other sections that are in development: Introductory Letter, Demographic Information Section, Pricing Section, and Usage Section. The next meeting of the sub-committee would be scheduled before the December 7 meeting of the Council.

Dr. Chenail was also asked when the current food services contract with Aramark was up for renewal and he said that date was December 2006.

6. Faculty Symposium Series – Stan Hannah, Mort Diamond, and Fran Tetunic

Professors Stan Hannah, Mort Diamond, and Fran Tetunic shared their observations of the successful launch of the Faculty Symposium Series. The inaugural Faculty Symposium--"Whither goest personal responsibility?" was presented October 21, 2004 from 8:30am--10:00am in the Alvin Sherman Library, Room MR 2053. The featured speakers were Dr. Abraham S. Fischler, Professor Michael L. Richmond and Dr. Christopher Burnett. Over 40 faculty members attended and the responses were overwhelmingly positive. The session was videotaped and plans are under way to have the tape available online for viewing. The sub-committee also reported that the Sherman Library was an excellent venue for the series and they also noted their appreciation and thanks for the support and participation by Dr. Don Riggs and his staff at the Library.

The sub-committee will be meeting next week to discuss topics and formats for the next presentations in the series. Suggestions for future development of the series include creation of a web site and online discussion options to continue the conversations generated by the symposia. Professors Hannah, Diamond, and Tetunic also encouraged Council members to submit their suggestions too.

7. Research Task Force Update – Ron Chenail

Dr. Chenail reported the Research Task Force was completing its preliminary report for President Ferrero. The report would be organized as follows: Introduction, Charge, Preliminary Findings on the Academic Unit Research and Scholarship Enhancement White Papers and the NSU Strategic Plan, Preliminary Recommendations, Opportunities and Challenges, and Next Steps. Dr. Chenail also commented that the Council of Deans would be discussing the strategic planning process at their next meeting later this month. He added that the university had formed its SACS Accreditation Reaffirmation Leadership Team and that the team would be going to Atlanta in December for the annual SACS meeting and in June for a reaffirmation training session. Lastly, Dr. Chenail shared that the reaffirmation process was already underway at NSU with the mock SACS review being conducted this fall.

8. Other Issues:

- a. Council members asked that university administration review the current system of reimbursement for travel-related expenses, especially involving meals. Council members noted the amount of time that had to be dedicated to filling out the forms and calculating the actual reimbursable expenses. Dr. Chenail said he would bring this matter to the attention of Dr. Hanbury.
- b. Council members wanted to know why it took the university ten working days to process check requests and forms of bill payments. Members shared times when the process was so tardy that late payments lead to increased costs for conference attendance fees due to missed deadlines. Dr. Chenail said he would bring this item to Dr. Hanbury's attention.

9. Adjournment - The meeting was adjourned at 10:00 A.M.

10. Next Meeting: Tuesday, December 7, 2004, 8:30 A.M. in the Horvitz Administration Building's President's Dining Room