

# Governance

May 15, 2023:

# WWW.USF.EDU/CBCS/CFS



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# SECTION 3:

Appointment, Hiring, Assignment, Evaluation, Promotion and Tenure
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# **CFS Governance**

# Purpose of this Document

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# **SECTION 1: Department Description and Administrative Structure**

A. CFS Vision, Mission and Values

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# B. Definitions of Staff, Faculty and Emeritus/Emerita Faculty

#### 1. Staff

#### 2. Faculty

## 3. Emeritus/Emerita Faculty

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#### a. Research Divisions

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#### 4. Coordination of Department Units

a. Division and Program Directors

b. Associate Division and Associate Program Directors

#### 5. CFS Leadership Team

#### 6. CFS Administrative Function Workgroup

## 7. CFS Organizational Model

# **SECTION 2: Department Governance Council, Committees, and Meetings**

#### A. CFS Governance Council Structure and Activities

#### 1. Membership

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#### 2. Purpose of the CFS Governance Council

- a. Purpose of the CFS Governance Council:

- c. Relationship between the CFS Governance Council and the CFS Leadership Team: Advocacy/Representation: • CF C C A A \_ A \_ A \_ CF  $\begin{bmatrix}
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**EXECUTE** e University of South Florida

#### 3. Role of CFS Governance Council Chair and Members

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# **B.** Departmental Committees

## C. Departmental Faculty and Staff Meetings

# SECTION 3: Appointment, Hiring, Assignment, Evaluation, Promotion and Tenure

## B. Faculty Hiring

# C. Assignment of Duties and Responsibilities

## D. Performance Evaluation

## E. Faculty Tenure and Promotion

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#### 1. Departmental Tenure and Promotion Committee (D-TAP) Committee

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## 2. Departmental Research Professor Promotion (D-RPP) Committee

# **SECTION 4: Allocation of Resources**

CFS Governance — May 2023

# **SECTION 5: Conflict Resolution and Grievances**

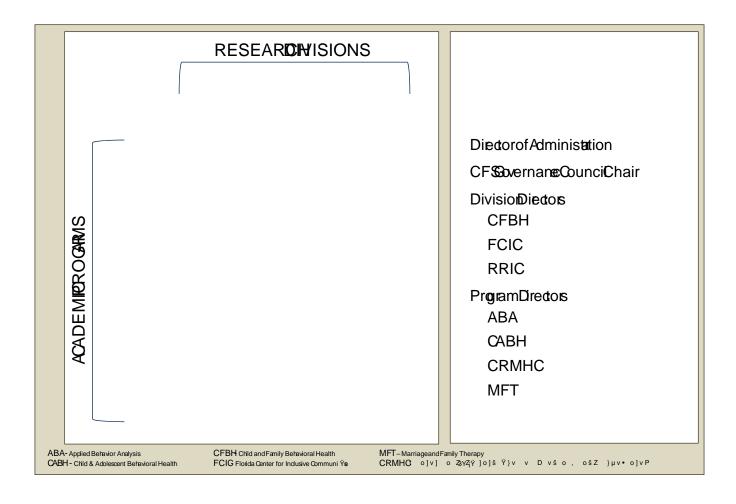
## A. Relationship to CFS Governance

## **B.** Informal Conflict Resolution Process

#### C. Formal Grievance Process

## D. Sexual Harassment and Discrimination

# Appendix 1: CFS Organizational Model



CFS Governance — May 2023 21

# **Appendix 2: Credentialing**

#### 1. Departmental Statement of Teaching Credentials

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#### 2. Graduate Faculty and Affiliate Graduate Faculty

#### 3. Faculty Credentialing to Teach CFS Courses

#### 4. Faculty Credentialing to Serve on Dissertation and Thesis Committees

# Appendix 3: Curriculum Committee (CC)

A. Structure

# **Appendix 4: CFS Evaluation Guidelines**

Purpose of this Document	
. Applied Behavior Analysis Programs (MA, MS, PhD) – 42.2814 (Approved Unanimously by Faculty 12/10/20225	
Child & Adolescent Behavioral Health Program (MS) – 44.0000 (Approved by Faculty Majority 12/09/2021)34	
Clinical Rehabilitation & Mental Health Counseling Programs (MA) – 51.1505/ Marriage & Family Therapy (MS) 57 (Approved Unanimously by Faculty 12/15/2021)	1.2310
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## **Purpose of this Document**

## Applied Behavior Analysis Programs (MA, MS, PhD) - 42.2814

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### Teaching (Tenure Track faculty)

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## **Service**

Note: In order for a faculty member to earn a Satisfactory, Strong, or Outstanding rating in Service, a famember must attend Departmental meetings and must make a meaningful contribution to the Departmental through participation and service (e.g., committees & councils).

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An Outstanding (rating=5) contribution to service \( \text{ _ _ _ \text{ \text{ \text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\te\
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#### Research

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#### **Evaluative criteria:**

Note: In order for a faculty member to earn a Satisfactory, Strong, or Outstanding rating in Service, a famember must minimally be regularly involved in Departmental and Constituency meetings, and must actively contribute to the life of the Department and those Constituencies.

# Research Professor Ranked Career Path— Research Professor/Associate Research Professor/Assistant Research Profess@Approved Unanimously by Faculty 12/06/2021)

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### Evaluation of Research, Teaching, and Service

Note: In all categories below, Florida Statute 241.731 decrees that in evaluating the competencies of a faculty member, primary assessment shall be in terms of his or her performance of the assigned duties such evaluation shall be given adequate consideration for the purpose of salary adjustments, promotic reemployment, and tenure. In other words, faculty will only be evaluated in e ort areas in which they have annual assignment of e ort.

### **Evaluative** criteria

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#### Research

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## Teaching/Professional Training/Technical Assistance

Research Associate Unranked Career Path—
Assistant in Research/Associate in Research/Research Associate
(Approved Unanimously by Faculty 12/10/2021)

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#### **Evaluative criteria:**

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#### **Service**

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#### **Evaluative criteria:**

# **Dispute of Evaluation**

