

Faculty Senate Meeting

March 31, 2005

Dr. Arlen Chase, Faculty Senate Chair, called the meeting to order at 4:05 p.m. The roll was circulated for signatures. The minutes of January 27, 2005 were unanimously approved.

ANNOUNCEMENTS AND RECOGNITION OF GUEST

Dr. Chase introduced Guests Lin Huff-Corzine, John Schell, and Carole Hinshaw.

ANNOUNCEMENTS

Provost Report

U.C.F. Board of Trustees has accepted the contract. Have already begun implementation process to get pay raises to faculty. Worksheets have been sent to deans and are back now. Are now working with HR to distribute the promotional, across the board, and merit raises. Will be retroactive to August 8, 2004. Close to being ready to do the market. Some individuals have roles different from ranked faculty and the market comparator has to be identified. Will set aside the 1% pool which would be allocated to market and then finish market. Should be in pay check by the end of April. Distribution of marked equity raises will be easier next year once procedures all worked out.

State budget. Governor's House and Senate Budget have all been set. Enrollment growth funding for UCF only about 2.75 million (was 19.6 million last year). Higher in house and senate versions but still only about 25% of last year.

Universities are not in administered funds. Means state has not set aside money for salary increases for any employees of university system. Last year only did a one time bonus. UCF representatives are working to have pay raises put in administered funds.

A lot happening in Tallahassee right now. Now working out issues between state and Board of Governors on who controls state university system. Targeted programs plans would require that by 2012, 50% of degrees would need to come from majors such as science, technology, engineering, education (selected majors), and nursing. The educated citizenry category is the rest of the majors. Getting a doctoral program in a non targeted area is unlikely right now. We would have to move 1,800 degrees from non targeted areas to targeted areas to meet criteria right now. May need some differentiated tuition and limited access to help move students into the targeted areas. May not give enrollment growth funds to non targeted programs.

Question asked how we can educate parents and future students about this change. This is not a UCF issue. This is true for all state schools. Nothing related to the arts is on the targeted programs list. May get a more public response when students seeking majors in non targeted areas hit barriers.

Two areas we can work on easily (to increase enrollment in targeted areas) are nursing and education. They have enough well qualified applicants. Could allocate more resources to hire more faculty, increase the number of clinical sites in those major. May be harder in engineering where there are not enough qualified applicants. Those students need a lot of prep, often before admission to the university, to be ready to enter those majors.

Question asked if there was any impact on Pegasus budget. If there is no new money to produce students in targeted areas we will have to move money from non-targeted to targeted areas. Deans have been asked to do a request for proposals to produce more students in targeted areas. Would this impact Bright Futures? Not clear if that will be used to get students to choose targeted majors over not targeted majors. Some other universities have indicated they will do this reallocation but do not have plans to make it happen.

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Targeted areas were extensively discussed at Board of Trustees. The targeted areas have been selected state wide; they do not reflect regional needs. For example Hospitality Management is not a targeted area. Overall plan is on a production model with an approach that mandates students move to some majors or go elsewhere. Students may vote with their feet and some objections may be heard once the impact of this becomes real when the students can not get into non targeted majors.

Where is this initiative coming from? Board of Governors. May be coming from the Governor but is fairly well accepted by the Board of Governors in their strategic planning. It is not the view of only small number of board members. The Board of Governors can set these policies. Do not need governor's permission for policy.

OLD BUSINESS

NONE

NEW BUSINESS

Motion to modify the agenda to do the UFF/BOT presentation now.

UFF/BOT presentation - Dr. Lin Huff-Corzine

Jim, Sherri Andrews and others have gone to the colleges to do a presentation to outline what is in the agreement and take questions. Handout distributed on how salary will be distributed. Have 2% across the board, 1% merit according to formula, and 9% for promotion to new rank. (These numbers are not cumulative. Each is based on salary on August 8, 2004). All retroactive back to August 8, 2004. For summer faculty are limited to payment of no more than 33% of 9 month salary. So, there is higher payment for first and second course than third.

Summer contracts will not reflect market equity so will need to do revisions on contracts after those raises determined. Focus for next year will be across the board, merit, market equity and administrative discretion. TIP, RIA etc will not be negotiated for interim years. Because these awards will be stable, process for awards can be begun at start of fall term. Summer salary now includes requirement for university service. Office hours, advisement and the like would be expected in relationship to their assignment. Faculty not paid JUST to teach a course. Scholarship and research not expected.

Dr. Joel asked what faculty should do if a Dean says they can not pay the summer because they can not afford it. Same question for sabbaticals. Response: This is not the choice of the Dean. If there are problems these must be brought forward and grieved if needed. Grievance process allows for an informal process at the start of the process. Grievance must be filed within 30 days. Question: Can a Department Chair assign adjuncts to the course before a full time faculty member. No. The only exception is when assignments needed to meet needs of doctoral students. Suggested the provost office sent Deans a reminder that they can not take action not in accordance with contract.

Also have increased number of sabbaticals with a 1.40 ration based on number of tenured and tenure earning faculty. This doubles the number available. Awarding of sabbaticals is now to be done in colleges. Purpose of sabbatical is to put time into research in way can not be done while also teaching.

For market equity eligibility must have three years of evaluations in unit with no break in service. Conflict in interest. Need to file paper work. Try filing grievance if needed. If ruled against you, you may have to return the money earned to UCF. Will colleges have enough money to do these things? Yes. This is a binding and approved contract. The administrative discretion money is already in the college budget and that is the one thing a Dean can decide they will not award. (Discretion!!) Will faculty get information on what they are getting. Yes. There will be a report to each faculty member outlining their increases.

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Resolution 2004-2005-7 Citation Indices

Dr. Chase read the resolution forwarded from Personnel Committee:

Resolution 2004-2005-7 Citation Indices

Whereas, citation indices are being used by Florida's universities and by Florida's BOG to inform hiring, promotion, and tenure decisions and to make evaluative judgments concerning faculty and institutions, and

Whereas, some journals in various fields, e.g. humanities, arts, and social sciences, are often excluded, journal articles in press are not included in databases, lag between appearance of a citation and appearance in the index occurs, and journals are not consistently indexed nor indexed retrospectively when added to databases, and

Whereas, most citation indices only include peer-reviewed journals and frequently exclude incorporate peer-reviewed books, peer-reviewed book chapters, conference proceedings, technical reports, and dissertations, and

Whereas, publication of books and of book chapters is highly desirable by much of the academic community and, in fact, serves as a more desirable form of publication than a journal article for some members of the academic community,

Be it resolved that if citation indices are used relative to the faculty or the institution of the University of Central Florida, their limitations will be addressed; for example, books and book chapters from university and reputable commercial presses shall be included along with other indicators of accomplishment.

Motion to second approval of resolution sent by committee. Passed unanimously.

Resolution 2004-2005-8 Blue Book

Dr. Pennington read the resolution forwarded from UPCC:

Resolution 2004-2005-8 Blue Book

Whereas: The first tenet of the UCF Creed states, "Integrity: I will practice and defend academic and personal honesty";

Whereas: The Faculty Handbook states that "UCF is committed to a policy of honesty in academic affairs";

Whereas: The Faculty Senate Steering Committee recommended the establishment of the UCF Ethics Task Force to recommend policies that will further ethical behavior on campus;

Therefore, the UCF Ethics Task Force recommends that the following statement be endorsed by the Faculty Senate to be printed on UCF Blue Books and to be used by faculty on other student evaluation materials as faculty see fit.

PROPOSED BLUEBOOK ETHICS STATEMENT
(To be printed on each bluebook used at UCF)

I have abided by the UCF Creed, neither giving nor receiving unauthorized aid in preparation of this academic work.

Student Signature

Need to add "**Be it resolved**" that this statement be used. Question if needs to say printed or written. This is seen to be explicit. Motion called. Passed unanimously.

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Resolution 2004-2005-9 Syllabus Note

Dr. Pennington read the resolution forwarded from UPCC:

Resolution 2004-2005-9 Syllabus Note

Whereas: The first tenet of the UCF Creed states, "Integrity: I will practice and defend academic and personal honesty";

Whereas: The Faculty Handbook states that "UCF is committed to a policy of honesty in academic affairs";

Whereas: The Faculty Senate Steering Committee recommended the establishment of the UCF Ethics Task Force to recommend policies that will further ethical behavior on campus;

Be it resolved, the UCF Ethics Task Force recommends that the following two statements be endorsed by the Faculty Senate for voluntary inclusion on faculty members' course syllabi.

SHORT VERSION

As reflected in the UCF creed, integrity and scholarship are core values that should guide our conduct and decisions as members of the UCF community. Plagiarism and cheating contradict these values, and so are very serious academic offenses. Penalties can include a failing grade in an assignment or in the course, or suspension or expulsion from the university. Students are expected to familiarize themselves with the University's Rules of Conduct (see <http://www.osc.sdes.ucf.edu/>).

LONG VERSION

UCF faculty support the UCF creed. *Integrity* – practicing and defending academic and personal honesty – is the first tenet of the UCF Creed. This is in part a reflection of the second tenet, *Scholarship*: "I will cherish and honor learning as a fundamental purpose of membership in the UCF community." Course assignments and tests are designed to have educational value; the process of preparing for and completing these exercises will help improve your skills and knowledge. Material presented to satisfy course requirements is therefore expected to be the result of your own original scholarly efforts.

Plagiarism and cheating – presenting another's ideas, arguments, words or images as your own, using unauthorized material, or giving or accepting unauthorized help on assignments or tests – contradict the educational value of these exercises. Students who attempt to obtain unearned academic credentials that do not reflect their skills and knowledge can also undermine the value of the UCF degrees earned by their more honest peers.

UCF faculty members have a responsibility for your education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to infringements of academic integrity. Penalties can include a failing grade in an assignment or in the course, or suspension or expulsion from the university. See <http://www.osc.sdes.ucf.edu/> for more information about UCF's Rules of Conduct.

Friendly amendment that statement in short version be changed to say: Familiarize themselves with and follow the university's . . . Passed unanimously. It should read as follows

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Comment that we may believe this but do not enforce this or have testing situations where it is difficult for students to not see other papers. Must accept and realize that students do cheat. Suggested we need to do all we can do to make it hard to cheat.

STANDING COMMITTEE REPORTS

- ☛ **Budget & Administrative** – Dr. Modani and Cook reported.

Last meeting was cancelled. Will be deferring most business for next year. Still have to distribute teaching equipment.

- ☛ **Graduate Council** – Dr. Stephen Goodman reported.

- ⇒ **The Policy and Procedures Subcommittee (chaired by Stephen Goodman)**

Had seven meetings since the last Senate meeting. We have no new policy recommendations that need to come before this body at this time. We have been engaged in considerable activity related to procedural matters, graduate catalog language, and so forth. The subcommittee has also been investigating issues related to graduate assistant tuition support and graduate assistant stipends. UCF currently cannot fully fund tuition for all master's level graduate assistants. In addition, stipends in many areas are at levels that put them at a recruiting disadvantage. The subcommittee examining how much money would be necessary to alleviate these shortfalls, and is also considering the best way to utilize any additional monies that might become available. To help in this matter, the subcommittee has been reviewing the practices used at other universities in an effort to develop a set of best practices, with the ultimate goal of reforming the procedures used at UCF.

- ⇒ **The Graduate Course Review and New Programs Subcommittee (chaired by Ram Mohapatra)**

Had four meetings since the last Senate meeting. The subcommittee has approved 1 new graduate program, 5 graduate program revisions, 1 graduate program name change, 3 new graduate program tracks, 3 graduate program track revisions, 1 new graduate certificate program, and 1 graduate certificate program revision. The subcommittee also approved material and supplies fees requests for 5 courses. Finally, a several course action requests (for course additions, course deletions, and course revisions), as well as requests for special topics courses were approved.

- ⇒ **The Graduate Appeals Subcommittee (chaired by Jana Jasinski)**

Had three meetings since the last Senate meeting. The subcommittee has acted on several graduate student petitions. The subcommittee chair has indicated that this endeavor would be facilitated and the best possible decision made for each petition if each petition is accompanied by ample information and documentation. The subcommittee reviewed the files for the 4 graduate student awards (Best GTA, Best Instructor of Record, Best Master's Thesis, and Best Dissertation), and made its selections. Finally, the subcommittee has begun the process of reviewing applications for the Graduate Faculty Teaching Award.

- ☛ **Personnel** – Dr. Mark Kamrath reported.

No report.

- ☛ **Undergraduate Policy & Curriculum** - Dr. Bob Pennington reported.

Have met. Forwarded resolutions (see above).

OTHER

Motion from floor to thank Arlen Chase for his service as Chair of the Faculty Senate for the last two years. Made and seconded. Approved unanimously.

ADJOURNED

Motion to adjourn at 5:30pm made and seconded. Approved.