

*Faculty Senate Meeting
November 29, 2007*

Dr. Manoj Chopra, Faculty Senate Chair, called the meeting to order at 4:03 p.m. The roll was circulated for signatures. The minutes of October 25, 2007 were approved unanimously.

ANNOUNCEMENTS, RECOGNITION of GUESTS and ADMINISTRATION

- ⇒ Dr. Chopra requested any additions or corrections to today's agenda to add the resolution regarding Governor Crist Environmental Initiatives in the State of Florida. Motion was made to add this item to the agenda. It was seconded and approved unanimously.
- ⇒ Recognition of guest: Drs. Schell, Morrison-Shetler, Huff-Corzine, Bishop, Mr. Delniak, Registrar, Mr. Scott Cole, General Counsel, Joel Hartman

OLD BUSINESS

NONE

NEW BUSINESS

BOG and BOT Updates - Drs. Chase and Chopra reporting

- ⇒ Dr. Chase reported that the BOG meeting is the first week of December, 2007.
- ⇒ Dr. Chopra reported that the BOT workshop met to address the strategic plan from the BOG; the chair of the BOG was present and gave constructive information.
- ⇒ Dr. Chopra reviewed three key items:
 1. Strongly in favor of masters approval at local level BOT than at the BOG level;
 2. For schools that are performing well, anticipate a shift from purely FTE to performance-based funding; the thought is that the shift should not favor poor past performance; there should be equal money for enhancement and those schools that are performing well;
 3. There will be a compact between local BOTs and the BOG and the strategic plan of each university giving consideration to what is mission of university

Graduate Council FS Resolution 07-08-2 ETD Dissemination - Dr. Liberman reporting

Dr. Liberman reviewed the resolution and answered questions from senators. Clarification was made that graduate students must submit an electronic document; However, Dr. Bishop reiterated that individual situations can always be reviewed by Graduate Office. The electronic mode was approved by UCF four years ago. The wording of the resolution was submitted to the General Counsel and deemed the best way to state the resolution so as to protect the rights of students. Friendly amendments were offered and accepted regarding revision in the order and wording of the options in the resolution.

Resolution GS-2: ETD Dissemination Policy

Whereas, the university is dedicated to open access of original work for the purposes of scholarship, and

Whereas, the university is mindful of protecting the rights of our students with regard to their original work,

Be it resolved, that UCF will provide the following options for all graduate students submitting the required Electronic Thesis and Dissertation

1. Immediate worldwide dissemination with no restrictions.
2. Pending dissemination of the entire work for six months for patent or other proprietary issues, with an additional six months extension available. Once the patent and proprietary issues are resolved, we recommend immediate worldwide dissemination with no restrictions.

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3. Pending dissemination of the entire work for six months for patent or other proprietary issues, with an additional six months extension available. Once the patent and proprietary issues are resolved, we recommend dissemination with limited access to the UCF community (unrestricted display of bibliographic information and abstract, availability of bound copy only, interlibrary loan shares bound copy only, and no availability of electronic document) for a period of
 - a. ___one year
 - b. ___three years
 - c. ___five years
4. Dissemination with limited access to the UCF community (unrestricted display of bibliographic information and abstract, availability of bound copy only, interlibrary loan shares bound copy only, and no availability of electronic document) for a period of
 - a. ___one year
 - b. ___three years
 - c. ___five years

Motion was made to approve the 2007-2008-2 Resolution. It was seconded and approved unanimously.

Graduate Council FS Resolution 07-08-3 Thesis and Dissertation Sub. (Turnitin.com) - Dr. Liberman reporting

Dr. Liberman reviewed the resolution and answered questions regarding turnitin.com as an extension of the university and further, protection shields are in place at the company to avoid access of the results in the public domain.

Resolution 2007-2008-3 Thesis and Dissertation Submittals

Whereas, the originality of thesis and dissertation work reflects directly on the quality of the institution, its faculty, and its students, and

Whereas, many students are using the web extensively for their research, sometimes without understanding attribution, and

Whereas, UCF makes available Turnitin.com for faculty and students to ensure that the work of the student is original,

And whereas, General Counsel has taken necessary actions with Turnitin.com to ensure that providing theses/dissertations to Turnitin.com will not jeopardize intellectual property for the authors of these works,

Therefore, be it resolved, that UCF will require all students submitting a thesis or dissertation that meet graduate degree requirements to submit the thesis or dissertation through Turnitin.com. Turnitin.com will supply the results to the ETD committee chair for review.

Motion was made to approve the 2007-2008-3 Resolution. It was seconded and approved unanimously.

Email Retention Policy and Technology - General Counsel Cole and Dr. Hartman reporting

Questions were answered regarding the retention of emails for three years according to FL statutes. Senators asked why the university was unable to archive emails rather than it being handled by individual faculty. The explanation was given that faculty are able to manage the archive and make appropriate decisions regarding which messages to provide if a request is received by the university to release email communication. If the university maintained the archive, then the entire archival material would be sent to the requesting source.

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The current GroupWise back up is 180 days as a business practice; at that point, faculty are directed to archive to one computer. Joel Hartman stated that the link to the archival directions would be restored and directed faculty to review the directions and seek assistance within the department or through computer services if there were no IT within the department. VP Cole reminded faculty that the obligation to archive is with the individual as a public employee. The schedule of archival is published in the policy, with most requirements set at three years – the procedure is one copy of sent or received communication out of university, must be retained by employees. The messages to be archived are within the context of each employee's job and only include email at this point in time.

When a request is received to disclose electronic communication, the employee makes the determination as to which messages are considered to be a public record. Senators requested training and education of existing faculty come through Dean's office of the college rather than through Faculty Senate. Dr. Hartman agreed to place on the ITRCC meeting agenda.

Faculty Constitution Revisions - Dr. Cook reporting

Dr. Cook extended a thank you to Drs. Jewitt, Chase, and Pennington as members of the constitutional revision committee. Dr. Cook reviewed the distributed revisions by topics. The motion was made to suspend the apportionment for 2008-2009 Senate pending the completion of the constitution revisions process. If there are any changes in the proposed revisions, then the work would come back again to the senate. In January, 2008, the vote will reflect the sense of the senate. Motion made, seconded and approved to agree to table further discussion of the proposed constitution revisions at this time. Anticipate reconvene of Senate in January.

Online Grades - Dr. Dulniak reporting

The Registrar's Office anticipates that the current bubble form will cease operation in Spring 2008. The office conducted a pilot of on-line grading during the current fall semester with 57 faculty, 232 sections, and 700+ students representing 4% in the pilot. The objective of the pilot was to test the process and establish the security measures. The plan in Phase 2 is to take online grades and allow upload from WebCT, MyUCF, & acceptable MS Excel files. The office will print grade sheets one more time in spring for faculty if desired; there will be online instruction available however no formal classroom training. Grade changes will not be part of the online system but only initial grade submission.

STANDING COMMITTEE REPORTS

Budget and Admin – Dr. Belfield reporting

Referral matter – see attachment to add to the minutes – adjunct hiring guide on line; PAFs are online – criminal background new employees; adjuncts fellows within 48 hours – contracted out resource.

Graduate Council – Dr. Liberman reporting

The Graduate Council Curriculum Subcommittee has met three times since the last Senate meeting. The committee approved proposals for the addition in new selected graduate programs. Next meeting of the Graduate Curriculum Subcommittee scheduled on December 11, 2007.

Personnel – Dr. Chakraborti reporting

The committee continues work on two main items: (1.) modify guidelines for directors with a vote anticipated at the next meeting and (2.) review of promotion guidelines. The next meeting is scheduled on December 4, 2007.

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STANDING COMMITTEE REPORTS CONT:

UPCC – Dr. Pennington reporting

The committee met on Tuesday and approved the Rosen College degree in golf course management. The next meeting is scheduled on December 11, 2007. Dr. Pennington reminded senators that in order to include items in the 2008-2009 catalog, any changes/additions must be decided in January with the January 8th meeting as last date to get anything approved for the catalog of next year.

OTHER BUSINESS

FS 2007-08-4 Endorsement of Governor Crist Energy Initiatives

Senators engaged in a discussion of the aspects of energy initiatives in the U.S. as well as global climate implications. Friendly amendments were offered along with some revisions to the resolution. Motion was made and seconded to adopt a resolution similar to FIU, upon a vote, the motion did not carry. Further discussion led to additional wordsmith actions. The resolution below was moved and seconded, motion carried.

Resolution 2007-2008- 4 Endorsement of Governor's Crist's Energy Efforts

Whereas, the issues of energy independence and sustainability are of vital importance to the state of Florida and the nation as a whole;

Whereas, energy independence and the development of sustainable energy resources have significant implications to the citizens of Florida, ranging from cost of living to quality of life to safety and security;

Whereas, global climate change poses a serious threat to the people and natural systems of the state including coastlines;

Whereas, public and private policy makers in the state are addressing the issues of energy independence and global climate change and will make decisions that will have long term implications for the citizens of the state;

Be it resolved that the Faculty Senate of the University of Central Florida strongly endorses the efforts of Governor Charlie Crist and the Florida legislature to develop progressive directions to help stimulate the development of renewable energy resources in Florida, thus mitigating the damaging effects of global climate change.

ADJOURNMENT

Motion made, seconded and approved to **suspend** this meeting of the Faculty Senate and reconvene the meeting on January 17, 2007 at 4:00 motioned and seconded. Meeting was suspended.