

## Faculty Senate Steering Meeting Thursday, April 12, 2007

Dr. Manoj Chopra, Faculty Senate Chair, called the meeting to order at 4:07 p.m. The roll was circulated for signatures. The minutes of March 8, 2007 were reviewed and approved unanimously.

*Steering Officers present:* Drs. Manoj Chopra, Ida Cook, Arlen Chase, and Pamela Ark.

*Steering Members present:* Drs. Michael Haralambous, Aubrey Jewett, Christopher Muller, Dawn Trouard, Henry Daniell, Jim Moharam, Kalpathy Sundaram, Keith Koons, Robert Pennington, and Subir Bose.

*Administrators present:* Drs. Huff-Corzine and Schell

*Steering Members and Administrators absent:* Provost Terry Hickey, Drs. Paul Maiden, Glenda Gunter, and Rufus Barfield.

*Guests:* Ms. Denise Berrios, UCF Bookstore General Manager; Mr. Norrin Dias, Textbook Manager

### PROVOST REPORT

No report

### ANNOUNCEMENTS

*Parking Advisory Committee* - Dr. Chopra reported

There are two separate committees looking at parking issues on campus. Dr. Chopra has met with Mr. Merck to consider cooperation between these committees. A liaison between university parking and the faculty senate committee will be appointed in the Fall; each committee will bring up issues and share information. Dr. Gunter was appointed as the Senate liaison

*Procedure for Possible Faculty Only Discussions* -

If a steering committee member raises the request for a closed session and receives a second, then with majority vote of the members, the Faculty Senate Steering Committee would proceed to an executive session. The meeting would still be open to the public under the sunshine laws - anyone could sit in but not participate. The decision for a closed session could also be determined through a secret ballot. Note that administrators are faculty and could remain during the closed session. The only provision for executive sessions is when the topics/issues are related to personnel issues. Of note, the Florida sunshine laws supersede Robert's Rules.

*Board of Governors Update* - Dr. Chase reported

The BOG convened two weeks ago; Governor Crist's view of education is different than previous administration. The agenda items sent to the legislature from BOG were amended in committee. The BOG members continue to discuss the Pappas report. The PhD program in Physical Therapy was passed unanimously by the BOG. Dr. Chase noted that UCF is not receiving its fair share of the PECO funds. The UCF Medical School is outside PECO as is the Burnett Biomedical Building. There is proposed legislation that on a one-time basis those in the ORP could transfer to the FL retirement - if the legislation passes there will be a one-year window, effective July 1,

2007. This same legislation was passed for community colleges five years ago. Dr. Chase will send information to Dr. Chopra with details and where the bill is in legislature; this item is on the May 31<sup>st</sup> BOG meeting agenda.

## OLD BUSINESS

### Reporting the Status of a Previous Year Senate Resolution

Background: Tenure in Centers Resolution in 2005 - the timing of this resolution was between April 2005 and August 2005. The status of all resolutions, passed or rejected, is available on the Senate website complete with the response from administration. Today's discussion focused on the granting of tenure in centers. The only center that exists freely is Nanotechnology where non-teaching faculty are tenured in the center. The tenuring center resolution was turned down by the Provost after the senate concluded business for the academic year. Faculty Senate supports oversight of the tenure process. Dr. Trouard asked if there should be another discussion in Faculty Senate when a resolution is subsequently rejected by administration. Dr. Chopra proposed follow up on the resolution and referral as an agenda item to the new Personnel committee of Faculty Senate in fall 2007.

### Faculty Senate Constitution Revisions-Drs. Cook, Pennington & Chase reported.

The Ad Hoc Committee distributed proposed changes to the Faculty Constitution to date in writing to Faculty Senate steering members. There will be an expansion in the size of the Senate to reflect the new colleges and in particular the introduction of the new College of Medicine. The committee will continue work over the summer on the following areas in the FS constitution.

- There was discussion that committee chairpersons should be tenured faculty.
- Consideration should be given to include instructors (not visiting instructors) for membership in the Faculty Senate; These could perhaps be those prospective members having five years of continuous service at UCF.
- Need for Committee structure with an Executive Committee for the UPCC and Graduate Council - Dr. Pennington and Dr. Moharam indicated the need for structure allowing for an executive committee that would set received materials; set the agenda. These committees would not preclude a review by all committee members. However, this structure would ensure that all necessary information is sent to the committee to allow for a complete review of the proposals.

Dr. Schell will determine the current proportions of instructors per department and where this change will benefit. Dr. Daniell will send his the rules from his department. There are currently 1500 in unit; instructors are included in the 1500; this number also includes visiting instructors. Data are needed from Dr. Lin Huff-Corzine's office. The target timetable for the Faculty Assembly is November 07. Allocation will be based on January status of departments.

Proposed changes will be introduced in August and discussed in September. There is a need 30 days notice for a Faculty Assembly. All Faculty Senate Steering members are asked to discuss with faculty in their units. Please continue to forward any constitution comments to Dr. Cook by May 15, 2007.

## NEW BUSINESS

### Slate Nominees - Dr. Chase reported

Slate committee members are Drs. Chase, Pennington, and Ark. The elections are scheduled for the April 26<sup>th</sup> Faculty Senate meeting. The slate recommended is the current slate: Dr. Manoj Chopra, Chair; Dr. Ida Cook, Vice-Chair; Dr. Pamela Ark, Secretary. The procedure is to ask for any nominations from the floor. There will be two receptions for returning senate members and new members: April 26<sup>th</sup> hosted by the Faculty Senate and in August will be sponsored by President Hitt.

### Textbook Ordering - Ms. Denise Berrios & Mr. Norrin Dias from the UCF Bookstore

The order date for the summer semester was on April 6<sup>th</sup> and as of today the orders were at 55% compared to 57% at this time in 2006. Fall orders are due April 20<sup>th</sup> and this date is close to the date of bookstore textbook buy back which is coordinated with final examination week. Denise shared copies of a Florida house Bill on textbook pricing and there was also a senate bill. The bill sets due dates for posting booklists on institutional website. The proposed bill does not restrict faculty use nor exclude royalties. The bookstore does not pay royalties directly to faculty and the money goes to department right now; It can also be given to the UCF Foundation.

Online order glitch - the textbook order procedure is now outside of GroupWise for submission; and at this point, the Sapien company program does not access a database. However, the bookstore is looking in to that option.

Members discussed a previous Senate resolution passed six years ago against faculty selling desk copies to wholesale vendors however the university cannot ban a wholesale vendor from the building. If faculty have extra books/old editions then they can be used for charity. For example, Dr. Pennington has an associate who sends books to Africa. There are other departments who send to those countries in need of textbooks.

## STANDING COMMITTEE REPORTS

### Budget and Administrative Committee - Dr. Trouard reported.

Members are awaiting circulation of the bookstore space and operations report from the committee chair.

### Graduate Council Committee - Drs. Moharam and Jewett reported.

- March-April 2007 Summary Report of Graduate Council Activities was distributed.
- Approved a motion to recommend that the requirements of "At least 6 semester hours of the course work taken at UCF must be outside the student's program area" be deleted from the policy.
- Approved revisions in M.S. in Digital Media; M.S. in Interactive Entertainment; Changes to MA in Early Childhood Development; revisions to the MA/MED in Exceptional Education; Finance track in Ph.D. in Education.

- Reviewed Graduate Certificates established in 2000 and 2003. Fifteen certificates showed low enrollment and college coordinators will be contacted.
- Approved a motion to recommend the elimination of the “Residency Requirements(s) for Doctoral Students”, pending review of the state requirements; Discussed the “Continuous Enrollment” policy to address inconsistencies in the graduate catalog.
- Approved revisions to Resolution GS-1 on using turnit-in.com for reconsideration; revisions to Resolution GS-2 on ETD dissemination for reconsideration; and “Intellectual Property” section of the graduate catalog. Approved additions to the conflict of policy issue for possible resolution.
- Dr. Huff-Corzine stated that there will be meetings over the summer regarding the Conflict of Interest and Commitment issues.

Personnel Committee -

No report.

UPCC - Dr. Pennington reported.

The committee met on Tuesday April 10<sup>th</sup> and approved a minor for the English dept and College of Ed minor/certificate in non-COE major; Dr. Pennington and the committee expressed the need for an executive committee. This committee would review items for the agenda and move the process of review for approval forward to the full committee. The COE anticipates legislative changes in the curriculum to come forward from the state. Clarification was given regarding when there is low attendance; can ask for a quorum. Proxies are allowed.

**OTHER**

Alternate Faculty Career Pathways

Dr. Schell announced that he was directed by the general counsel to cancel meetings on regional campuses dealing with this ongoing discussion on campus. He does not know the reason for the cancellation.

**ADJOURNMENT**

Motion to adjourn was made and seconded. The meeting was adjourned at around 5:53 pm.