

## Faculty Senate Steering Committee Meeting

### **Minutes of October 7, 2010**

Dr. Ida Cook, Faculty Senate Chair, called the Faculty Senate Steering Committee to order at 4:00 p.m. The roll was circulated for signatures. The minutes of September 9, 2010 were approved as recorded.

#### **RECOGNITION OF GUESTS**

Diane Chase, Executive Vice-Provost Faculty Affairs.

Elliot Vittes, Interim Vice-Provost and Dean of Undergraduate Studies

Lin Huff-Corzine, Associate Vice Provost for Faculty Affairs

Pat Bishop, Vice Provost and Dean of Graduate Studies

David Jenkins, Texas Christian University

#### **ANNOUNCEMENTS**

##### Provost's Update

The Provost has attended several retreats in order to answer several questions, including: (1) What is the identity of UCF? (2) Has it changed as a result of the economic downturn? and (3) Should it change? Based on the discussions, he is currently considering several different scenarios. Once UCF's identity is known, we need to ask if we can get there and the financial cost of doing so. The committee agreed that financial ramifications must be considered.

Provost Waldrop asked for input on the issue of promotion and tenure letters. Recently, an issue was brought to his attention that there has been reluctance on the part of some outside reviewers to write letters due to the fact that candidates are able to view their letters. What is the Steering Committee's opinion on having faculty sign waivers enabling the outside reviewer letters to be confidential?

The Steering Committee overwhelmingly felt that candidates need the chance to rebut what the outside reviewer may write, as this is fundamental to the process. Changing the current policy would be violating a principle that has worked well for UCF. The Steering Committee expressed concern that we might be changing the process due to an isolated event in one college. Perhaps this is a problem with the chair or a particular candidate for promotion and tenure. The particular case in question did not sound serious enough to change policy which would effectively deny candidates the right to fully present their case.

#### **OLD BUSINESS**

Dr. Cook announced that the Senate will be meeting again next Thursday, October 14, to continue the review of the Constitution. A Faculty Assembly will be called on December 1, 2010 to vote on the revised Constitution. Dr. Cook thanked everyone for their input and effort.

#### **NEW BUSINESS**

## Strategic Plan

Admiral Harms was unable to attend today's meeting. Dr. Cook spoke about the President's five goals and stated that they will not change. A handout was distributed that had originally been presented to a Subcommittee of the Board of Trustees. Much of the information on the one-page sheet is purely a draft and many items listed under the goals can be considered partial and acting as a placeholder.

Dr. Cook solicited input from Steering Committee members for Admiral Harms. Suggestions included:

1. How do the regional campuses fit in and how is this relationship going to be sustained? Sustaining those relationships is key, as many faculty lines depend on the regional campus.
2. The Steering Committee wanted to ensure that the strategic plan does not lose site that we are a diverse university. Not only are we multicultural, but we have other differences include learning, need, and achievement. This diversity makes us great.
3. The areas of Sustainability & STEM might be combined due to similarity.

Provost Waldrop asked the Steering Committee for a list of challenges. Challenges identified included:

1. Competition of for-profit universities (not including state colleges)
2. Do we continue to take 2+2 system? (Direct Connect guarantees them the opportunity to come to UCF.)
3. Meeting the remedial needs of the students that we face, including the writing ability of our students.

The strategic plan needs to include measurable objectives and outcomes, which should be explicit and connected to resources and costs. Dr. Cook will keep the committee updated on further developments to the strategic plan. The Board of Trustees has requested that the plan be presented at the November meeting. The plan will not be brought to the Senate for action, but Dr. Cook has brought the issue to the Steering Committee today to garner input, which she will present on behalf of the faculty.

The consensus of the Steering Committee was that the faculty should have been part of the process to develop the plan. It was noted that the administration did try to solicit faculty input through roundtable discussions several years ago. A motion was made to invite Admiral Harms to present the plan at the October 21, 2010 Faculty Senate meeting. Motion seconded. An alternate motion was made to cancel the October 21 meeting, as there is no other business to deal with. The question was called. The motion to invite Admiral Harms to the October 21 Senate meeting was approved.

## Appointment and Reappointment of Chairs

A question has been raised about the procedure involved in the appointment and reappointment of department chairs and directors, in particular, who makes up the committee doing the evaluating. Motion made to refer this matter to the Personnel Committee. Motion seconded and approved.

## **STANDING COMMITTEE REPORTS**

### Budget and Administrative Committee Update - Arlen Chase

The committee has not met.

### Graduate Council – Stephen Goodman

The Graduate Policy Committee has met once since the last Steering Committee meeting. The Policy Committee began listing and prioritizing agenda items for this year. The committee is scheduled to meet next on October 13, 2010.

The Graduate Curriculum Committee has met once since the last Steering Committee meeting. The Curriculum Committee reviewed one proposal for a graduate certificate program revision and 22 course action requests. The committee is scheduled to meet next on October 13, 2010.

The Graduate Appeals and Awards Committee has met twice since the last Steering Committee meeting. The Appeals and Awards Committee reviewed a total of 17 graduate appeal petitions. The committee is scheduled to meet next on October 21, 2010.

The Graduate Program Review Committee met once since the last Steering Committee meeting. The Program Review Committee reviewed its agenda of program reviews and graduate faculty reviews for the year. The committee is scheduled to meet next on October 8, 2010.

For more detail on Graduate Council committee agendas and minutes, visit the Graduate Council website at <http://www.graduatecouncil.ucf.edu/GraduateCouncil.aspx>

### Personnel Committee – Jeffrey Kaplan

The committee is discussing the process for promotion of non-tenure earning research and clinical faculty.

### Undergraduate Policy and Curriculum Committee – Marie Léticée

The committee met on September 14, 2010 and elected Jill Fjelstul as chair and Jeff Kaplan as vice chair. The consent agenda and the action agenda were approved. An ad hoc committee was established to discuss tracks and specializations. The October 12, 2010 meeting was cancelled due to lack of agenda.

The question was posed as to whether a Polycom (teleconferencing) connection was sufficient for establishing a quorum. Each committee needs to vote at the beginning of the year and can develop procedures to allow Polycom or other teleconferencing options.

## **OTHER BUSINESS**

Service learning students from the College of Nursing have developed an initiative to make UCF a breastfeeding-friendly campus. Steering Committee members were urged to support the creation of policy to provide sufficient space and privacy for breastfeeding mothers.

Dr. Cook reminded Steering Committee members to select their college's Grand Marshal or Faculty Representative for graduation if they were contacted about doing so (not all colleges will be selecting one).

Motion made to cancel the October 21, 2010 Senate meeting if Admiral Harms is unable to attend. Motion seconded and approved.

## **ADJOURNMENT**

The meeting adjourned at 5:20 p.m.