

Faculty Senate Steering Committee Meeting
April 15, 2008

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 March 6, 2008 were approved as recorded by unanimous vote.

Steering Officers Present: Drs. Chopra and Cook

Steering Committee Members Present: Drs. Chase, Daniell, Howard, Jewett, Kamrath, Kassab, Koons, Liberman, LiKamWa, Muller, Orooji, and Pennington.

Steering Committee Members Not Present: Drs. Ark, Gunter, Lynxwiler

Recognition of Guests Dr. Schell; Denise Berrios, Helena Falcon, Joseph Michener, and Stuart Hostler, UCF Bookstore.

Announcements

Drs. Chase and Chopra provided an update on the budget situation.

Old Business

None

New Business

Bookstore update – *Denise Berrios reporting*

Ms. Berrios gave her annual update on the state of the UCF Bookstore. She explained that requests for early adoptions and book orders are to allow greater book buy backs from students. The Faculty Center Network (www.facultycenter.net) was recommended as a resource for independent evaluations of textbooks. Dr. Schell offered to have a distribution list compiled of office managers and secretaries to facilitate book order response. The incentive program for departments getting 100% of their book orders in by a specified date has offered some success. The automated book order system went live in April, and is now available to faculty.

College of Medicine course review – *Dr. Chopra reporting*

Item added to the agenda by Dr. Chopra. Dr. Chopra asked for clarification of statements made by the Associate Dean of the College of Medicine regarding College of Medicine course review. Dr. Daniell clarified that anything BCBS-related will go through the UPCC, but medical school issues will not. Dr. Schell said that the medical school is working on a proposal to create a course review procedure.

ACTION: Dr. Koons recommended that this issue be put on the agenda for next year's senate. If no committee exists that can handle these questions, an ad hoc committee should be formed. The recommendation was made to examine how other Florida schools handle these issues.

2008-2009 Senate Election – Dr. Chopra reporting

The results of the 2008-2009 Senate election were distributed. It was noted that Colleges of Science, Business Administration, and Humanities and Fine Arts did not have all of their returns in.

Nominating Committee – Dr. Chase reporting

The Nominating Committee recommended the following individuals as election candidates: Chair: Manoj Chopra; Vice Chair: Ida Cook; Secretary: Aubrey Jewett.

Procedures for caucusing at the first senate meeting to select steering members were discussed. Steering members were asked to encourage their colleges' senators to attend the first Senate meeting.

Standing Committee Reports

Budget and Administrative Committee – Dr. Jewett reporting

No report

Graduate Council Committee – Dr. Liberman reporting

No report.

Personnel Committee – Dr. Orooji reporting

No report.

UPCC – Dr. Pennington reporting

The committee approved the following: a revised Educational Studies Certificate, offering the College of Education Sports and Fitness program at the main campus in addition to its current campus, new procedures for online forms for the UPCC, and the AS to BS applied science variance in the general education program.

Other

Dr. Koons reminded the committee that Reporting Committees must send year-end reports to the Steering Committee.

Dr. Chopra announced that Martin Quigley is the new chair of the Master Planning Committee.

Dr. Koons proposed a resolution to commend Drs. Chopra and Cook for their leadership of the 2007-2008 Senate.

Dr. Schell gave an update on changes in parking for football games. He discussed the 2008-2009 football schedule, and noted that only three games will interfere with courses. A policy for Friday games has yet to be established. Dr.

Chopra noted that the Department of Civil, Environmental, and Construction Engineering has been collecting data on the stadium vibration since the first home game, and that a consultant has been hired to work on retrofitting the stadium.

Adjournment

Meeting adjourned at 5:05 p.m.