

## Steering Committee Meeting Minutes for August 11, 2005

Dr. Manoj Chopra, Chair, called this Steering Committee meeting to order at 4:05 p.m. Minutes of the *April 7, 2005* meeting were unanimously approved.

**Members present:** Drs. Rufus Barfield, Melody Bowdon, Janice Peterson, Jim Moharam, Robin DiPietro, Henry Daniell, Ida Cook, Robert Pennington, Keith Koons, Rosie Joels, and Dawn Trouard.

**Members absent:** Drs. David Workman, Thomas Wu and Diane Wink.

**Guests:** Dr. John Schell, Lin Huff-Corzine, Provost Terry Hickey and Patricia Bishop.

### ANNOUNCEMENTS AND SELECTED ITEMS DISCUSSED

- ✦ ACFS elected Arlen Chase as Chair of the group and elected to the Board of Governors, for next year.
- ✦ Bob Pennington will continue to serve as Parliamentarian.
- ✦ UCF will host the Board of Governors, September 15, 2005.

*Provost Hickey – no report*

### OLD BUSINESS

#### Sabbatical and Summer Teaching Assignments

Make sure sabbaticals and summer teaching policy is being adhered to based on the new contract. The Provost had conversations with the Deans and informed them of the policy. It was requested that Dr. Huff-Corzine provide an update for each college, confirming that it had been followed be reported to the committee.

#### Objection from the Film Department on Resolution 2004-2005- 3

Department of Film had objected to the new policy adopted by Senate, Resolution 2004-05-3. Dr. Bishop indicated that the issue was related to SACS approval and faculty lacking academic (degree) background. Provost Hickey gave a brief overview of SACS review specifically related to faculty qualifications. The Provost indicated that the only colleges with "clean" qualifications at this time were Optics and BCBS. Motion to send the objection to the Graduate Council Committee for further update. Made, seconded and approved.

#### "Award Programs" of TIP/SoTL/RIA

Dr. Lin-Huff Corzine circulated a chart recounting TIP award information summary sheet by college. Dr. Joels gave an overview of 10-year recipient list as a percentage of the larger faculty pool. Dr. Cook gave report form ad hoc committee (Cook and Wink). A resolution was developed by the Steering Committee to present to the full faculty Senate to continue the awards as currently configured. Resolution reads as follow:

#### **Resolution 2005-2006-1 TIP/SoTL Awards**

**Whereas**, the issue has been raised to recommend decreasing the number of TIP and SoTL awards by half,

**Be it resolved** that the Faculty Senate recommends that these awards continue to be awarded at their current numbers.

Motion to send resolution to the full senate. Made, seconded and approved.

# Steering Committee Meeting Minutes for August 11, 2005

## New Business

### Proposal for new Medical School

Dr. Bishop reported the new Medical School proposal was approved. Provost Hickey said BOG wants full proposal presentation in November. Both UCF and FIU will send full proposal to BOG staff, September 15, 2005. A resolution was developed by the Steering Committee to present to the full faculty Senate in support of UCF's new Medical School. Resolution reads as follow:

### **Resolution 2005-2006-2 Establish a College of Medicine**

**Whereas**, the University of Central Florida is preparing a proposal to establish a College of Medicine,

**Be it resolved** that the Faculty Senate strongly supports this action.

Motion to send resolution to the full senate. Made, seconded and approved.

### Select Standing Committee Liaisons

Liaison for Senate Standing Committees: The following steering committee members were selected as liaisons for the standing committees:

UPCC – Robert Pennington

Graduate Council – Henry Daniell

Personnel – Janice Peterson (however, she is not Associate, and will need to be replaced.) Any volunteers?

Budget & Administration – Keith Koons

### Establish a Steering Commencement Contacts

College of Health and Public Affairs - Janice Peterson

College of Arts & Sciences – Melody Bowdon

College of Business Administration – Robert Pennington

Burnett College of Biomedical Sciences – Henry Daniell

Rosen College of Hospitality Management – Robin DiPietro

College of Education – Rosie Joels

College of Engineering & Computer Sciences – Manoj Chopra

## Other Issues

- Committee on Committee convened to complete committee assignments.

## ADJOURNED

Motion to adjourn made, seconded and approved. Meet adjourned at 5:45 PM.

## Ad Hoc Committee on Awards

### Draft

Representatives from each college to serve on committee (one from each college)

#### Work of Committee to include:

I. Procedures and Process – used for awarding TIP, RIA, SoTL, e.g., when begin in academic year, who conducts review, how awarded  
Develop parallel instructions and information for each of the awards to allow for consistency of approach.

1. Program Purpose (objectives) Why does it exist?
2. Overview – so used over time, without specific numbers being mentioned or awarded.
3. Awards – amount (T,R,S) information should read the same.
4. Eligibility:
  - a. Allocation of awards – see TIP content re. Funding and Allocation, # available per collective bargaining agreement.
  - b. Committee to discuss how to deal with
    - whether or not to include teaching without specific credit,
    - how to deal with overloads, summer teaching,
    - whether or not is required.
5. Oversight Committee – who revises guidelines? Go to last year's committee?

Questions for Specific awards:

**TIP** – criteria reviewed, developed, subject to approval of Provost

- question? At end of review process, should there be an At-large review of those not given, committee choose 2?

**SoTL** – 10 awards

Clarify differences from TIP (strip TIP activities (research) and include in SoTL)

Definition, level of work

**RIA** – research in the discipline, not SoTL

Include statement in all that no committee shall be pressured to give out awards.

II. Other Awards – consider and recommend.

Whether other university awards parallel –

- |                         |                        |
|-------------------------|------------------------|
| -Undergraduate Teaching | -Professional Advising |
| -Graduate Teaching      | -Librarian             |
| - Research              |                        |
| -Advising               |                        |

Resolution 2005-2006-1 TIP/SoTL Awards

**Whereas**, the issue has been raised to recommend decreasing the number of TIP and SoTL awards by half,

**Be it resolved** that the Faculty Senate recommends that these new awards continue to be awarded at their current numbers.

*Approved by Steering on August 11<sup>th</sup>  
Approved by the Senate on August 25<sup>th</sup>  
Forward to the Provost on August 29<sup>th</sup>  
Approved by the Provost on September 19, 2005*

## MEMORANDUM

**SUBJECT:** Establishment of the Dr. P. Phillips School of Real Estate

**DATE:** August 19, 2005

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### **BACKGROUND INFORMATION:**

Due to a combination of factors, UCF has an opportunity to become a national leader in real estate education and research.

Real Estate Programs in the U.S.: There are approximately 90 real estate programs in the U.S. These include a wide variety of undergraduate and graduate programs. Most are housed in business colleges, but they occasionally are found in schools of architecture or construction management departments. Many are just concentrations or areas of emphasis in finance or MBA programs. About half of the real estate programs are actually undergraduate or graduate major degree programs.<sup>1</sup>

To put this in perspective, there are more than 1,200 business programs in the U.S., and 437 AACSB-accredited business schools. Clearly, real estate is usually a small program, which needs a special set of circumstances to be successful. The top real estate programs are typically located in growing metropolitan areas and are affiliated with research institutes or centers which conduct research and provide community outreach. There are currently 26 such institutes in the U.S. and only two named real estate schools. A named real estate school with a real estate research institute would enhance our visibility and reputation. The school and its association with a very active and supportive group of local industry leaders would help UCF quickly become recognized as a leader in real estate education and research. Significant industry support would further the university's efforts to become a leading partnership university.

Real Estate Programs in Florida: In the State of Florida, bachelors degrees in real estate are currently offered at Florida State University, Florida Atlantic University, and Florida International University. Masters degrees in real estate are available at the University of Florida and Florida International. The University of Miami School of Law offers a LLM degree in real property development. Florida and Florida State have real estate research centers. There are no named real estate schools in Florida.

### **UNIQUE CONSIDERATIONS**

The Dr. Phillips Foundation has agreed to donate \$2,500,000 to create the Dr. P. Phillips School of Real Estate at UCF. The local chapter of NAIOP has pledged an additional \$600,000 and has raised more than half of that amount to date. With State matching, the Dr. P. Phillips School of Real Estate will have a \$6,020,000 endowment. The Dr. Phillips endowment will support an eminent scholar endowed chair, a real estate research institute, graduate assistantships and scholarships. The NAIOP gift will support a second real estate eminent scholar endowed chair. With this outstanding level of commitment, we will be able to assemble one of the top real estate programs in the country in a relatively short period of time.

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<sup>1</sup> Real estate program data sources include the National Association of Industrial and Office Properties (NAIOP) and USNews.com.

## **STRUCTURE OF THE DR. P. PHILLIPS SCHOOL**

The Dr. P. Phillips School of Real Estate will be a division of the College of Business Administration and will report to the college's dean, Dr. Thomas Keon. Creation of the school will be revenue neutral, and will not require new administrative or support positions. The Department of Finance chairperson will serve as director of the Dr. P. Phillips School of Real Estate. The Dr. Phillips eminent scholar endowed chair holder will initially serve as director of the real estate research institute. The Dr. P. Phillips School of Real Estate would not differ from the Department of Finance in terms of expectations and requirements for promotion and tenure.

## **ACADEMIC PROGRAMS AND TIMELINE**

The Department of Finance in the College of Business Administration offers an undergraduate finance major and minors in finance, international business and real estate. With approximately 900 undergraduates, finance is the largest major in the college, and many finance students select real estate courses as major electives. Approximately 80 students are enrolled in the real estate minor program after only one year in existence. Real estate courses have become increasingly popular with students in recent years, as evidenced by a 69 percent increase in real estate enrollments in two years.

Real Estate Degree Programs: Currently, the Department of Finance is developing a proposal to create a Bachelor of Science in Business Administration (BSBA) degree with a major in real estate. With the heavy emphasis in business administration, this degree will be geared to students who are interested in commercial real estate. Our plan is for the BSBA degree program to be implemented in fall 2006. Our next step will be to develop a master of science degree in real estate (MSRE). A one-year, professional format is ideal for this degree, which will be offered on a cohort basis only. Cohort classes can be assembled periodically based on demand, and can be offered at a number of locations. We hope to have this program ready by Fall 2007. After that point, we may be in position to consider a BA degree geared toward residential real estate and a PhD degree in business administration with a major in real estate.

## **CONCLUSION**

We believe that real estate has great potential to become an important niche for UCF due in part to our excellent location and our industry support. The real estate industry represents a significant part of the growing Central Florida economy. Commercial and residential real estate, construction, property management, and real estate finance should continue to grow and provide valuable internship and career opportunities for UCF students. The Dr. P. Phillips School of Real Estate will enhance the visibility and reputation of UCF and will provide a sense of pride and ownership for our active and supportive local real estate professionals. All of this will support the university's efforts to become a leading partnership university.

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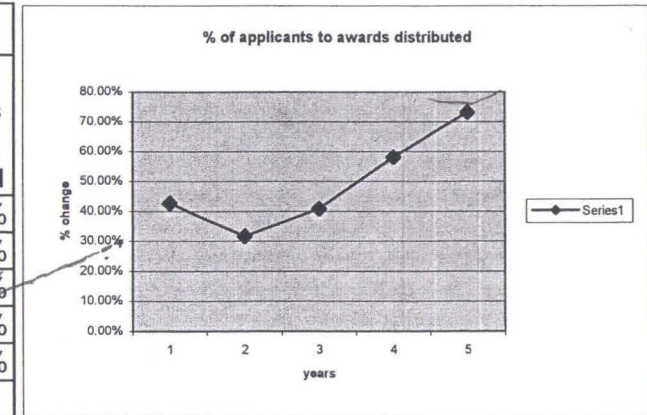
**Supporting documentation:** None

**Prepared by:** Anthony K. Byrd, Chair, Department of Finance

## TIP Award information summary sheet by college

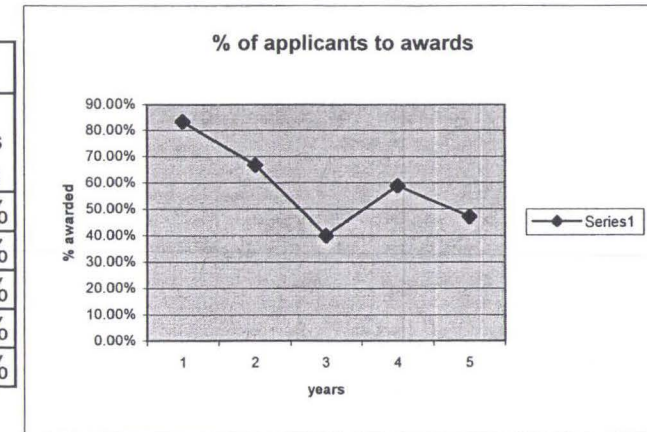
### College of Arts & Sciences

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards distributed
2000-01	131	313	41.85%	54	16		22	23	42.59%
2001-02	143	311	45.98%	57	12	6 (7-1)*	18	18	31.58%
2002-03	146	371	39.35%	49	16	4	20	20	40.82%
2003-04	161	429	37.53%	62	17	19	36	36	58.06%
2004-05	146	441	33.11%	41	16	14	30	30	73.17%



### College of Business Administration

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
2000-01	41	113	36.28%	6	5		6	5	83.33%
2001-02	45	109	41.28%	12	4	4	8	8	66.67%
2002-03	53	126	42.06%	20	6	2	8	8	40.00%
2003-04	50	136	36.76%	17	5	5	10	10	58.82%
2004-05	46	127	36.22%	17	5	9	14	8	47.06%

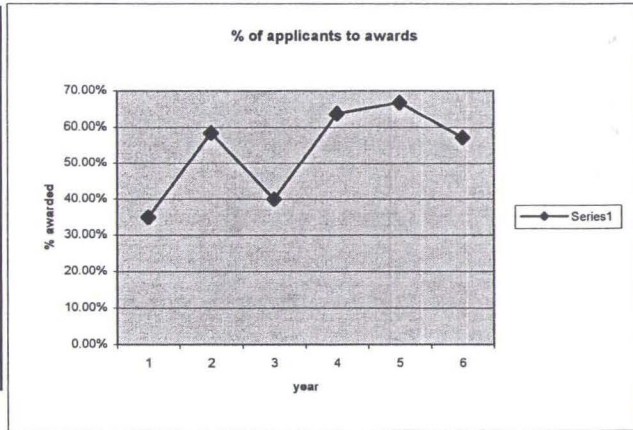


### College of Biomedical Sciences

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
2003-04									
<i>new college - 1st year of data 2004-05</i>									
2004-05	8	16	50.00%	4	1	1	2	2	50.00%

### College of Education

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
1999-2000				20		7		7	35.00%
2000-01	32	92	34.78%	12	4		7	7	58.33%
2001-02	36	94	38.30%	10	3	0		4	40.00%
2002-03	35	100	35.00%	11	4	3	7	7	63.64%
2003-04	39	100	39.00%	9	4	2		6	66.67%
2004-05	49	99	49.49%	21	6	6	12	12	57.14%

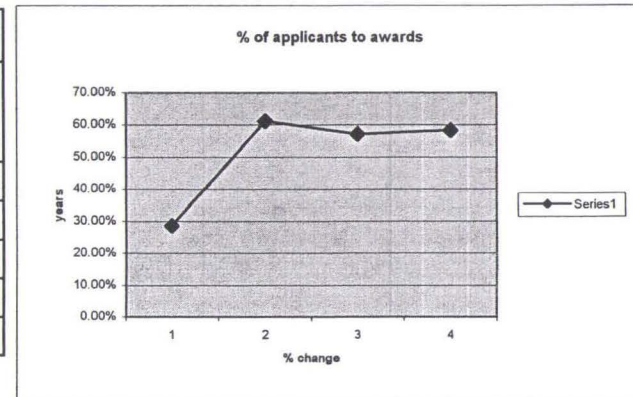


### College of Engineering & Computer Science

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
2000-01	56	110	50.91%		7		9	9	
2001-02	63	104	60.58%		5	2	7	7	
2002-03	53	112	47.32%		6	4	10	10	
2003-04	54	121	44.63%		6	2	8	8	
2004-05	47	121	38.84%		5	1	6	6	

### College of Health & Public Affairs

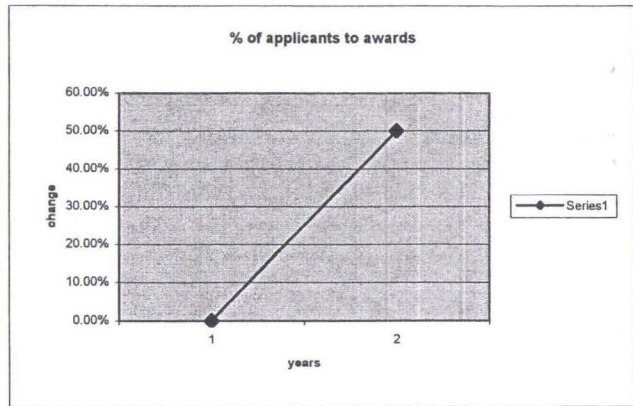
year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
2000-01	58	118	49.15%		7		8	8	
2001-02	64	129	49.61%	21	5	1	6	6	28.57%
2002-03	55	130	42.31%	18	6	5	11	11	61.11%
2003-04	60	138	43.48%	21	7	5	12	12	57.14%
2004-05	45	122	36.89%	12	5	2	7	7	58.33%





### College of Hospitality Management

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
2000-01	2	5	40.00%		0		0	0	
2001-02	3	7	42.86%		0		0	1	
2002-03	4	12	33.33%		1	0	1	1	
2003-04	1	17	5.88%	2	1	0	0	0	0.00%
2004-05	2	18	11.11%	2	1	0	1	1	50.00%



### College of Optics & Photonics

year	Total # Eligible	Total # Faculty	% of College Eligible	# applicants	# of New Awards	# of Recycles	Total # of Available Awards	Total # of Awards Distributed	% of applicants to awards
2000-01	13	21	61.90%		2		2	2	
2001-02	8	18	44.44%		1	1	2	2	
2002-03	8	18	44.44%		1	0	1	1	
2003-04	6	20	30.00%		0	0	1	1	
2004-05	6	22	27.27%		1	0	1	1	