

MEMORANDUM

Date: August 1, 2013
TO: Members of the Steering Committee
FROM: Reid Oetjen
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on August 8, 2013**

Meeting Date: Thursday, August 8, 2013
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: College of Arts and Humanities, Room 192

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Minutes of April 4, 2013**
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
None
7. **New Business**
 - Committee assignment update
 - Senate committee liaisons
 - Call for topics for Senate committee action
8. **Other Business**
9. **Adjournment**

Faculty Senate Steering Committee Meeting
Minutes of
April 4, 2013

Ida Cook, Faculty Senate chair, called the Faculty Senate Steering Committee to order at 4:05 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of March 14, 2013 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Maribeth Ehasz, Vice President, Student Development and Enrollment Services

Steven Way, General Manager, UCF Bookstore

Melissa Yopack, Assistant General Manager, UCF Bookstore

Phillip Quintero, Textbook Manager, UCF Bookstore

REPORT OF THE PROVOST

Tony Waldrop, provost and executive vice president, reported the following:

- The House and Senate budgets both include the return of the \$300 million taken from the SUS last year. Currently there are no strings attached to the funds. There are signs there may be salary increases.
- An announcement in the search for the vice provost for Regional Campuses will be made next week.
- Waldrop will be meeting with the search committee for the dean of the College of Engineering and Computer Science on April 9.
- There was a workshop this morning for instructors and lecturers who will be going up for promotion next year.
- The BOT and UFF bargaining teams reached an impasse.

Waldrop thanked the committee for their work this year and thanked Cook for her efforts as chair.

OLD BUSINESS

Nomination of Senate Officers

Manoj Chopra, chair of the Nominating Committee, presented the following slate of officers for 2013-2014 Senate year:

Reid Oetjen, Chair

Kelly Allred, Vice Chair

Keith Koons, Secretary

The Steering Committee voted unanimously to approve the candidates. Chopra announced that additional nominations from the floor can be made at the April 18, 2013 Senate meeting.

NEW BUSINESS

Report on recent campus shooting

Maribeth Ehasz, vice president for Student Development and Enrollment Services, provided information about the recent campus shooting. Ehasz applauded the UCF Police and all the personnel involved in the response. The administration is reviewing the response, as well as policies and procedures for this type of situation, in order to make improvements for the future. This summer, UCF will be holding a workshop for the SUS on best practices. Cook suggested that faculty be given guidance on how to respond to students' needs. Ehasz discussed the "Student of Concern" program.

Bookstore Update

Steven Way, general manager of the UCF Bookstore, provided an update on recent changes to the bookstore and café. Melissa Yopack, assistant general manager, discussed the bookstore scholarship, which awards 15 students free required textbooks for a year. Phillip Quintero, textbook manager, discussed the increase in textbook rentals and noted that e-books are not selling as well as expected. Quintero discussed problems raised by direct marketing of textbooks and course packs directly to students, which causes a loss of money to the university and prevents students from using their financial aid to pay for those items.

Call for topics for Senate committee action

The committee suggested that the following topics be considered by the Senate committees next year:

- follow up on the parking survey
- tuition reimbursement for faculty pursuing educational programs deemed essential at UCF from other SUS universities

A concern was raised about the new SGA funding model, which has caused issues for student organizations that wish to engage in long term planning. A suggestion was made that SGA officers be invited to the Steering Committee to discuss the issue.

COMMITTEE REPORTS

Parking Advisory Committee – Aaron Liberman: No report.

Budget and Administrative Committee – Kevin Belfield: Nothing to report.

Graduate Council – Jim Moharam: Normal business continues; no specific issues to report.

Personnel Committee – Rob Folger: No report.

Undergraduate Council – Kelly Allred: Normal business continues; no specific issues to report.

ADJOURNMENT

The committee adjourned at 5:26 p.m.