

MEMORANDUM

TO: Faculty Senate Steering Committee
FROM: Faculty Senate Office
DATE: September 3, 1996
SUBJECT: Minutes of Steering Committee meeting held on August 22, 1996

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The Steering Committee meeting was called to order at 1:37 p.m. by Dr. Richard Tucker, Chair. The roll was circulated. Minutes of June 4, 1996 were unanimously approved. Members present: Drs. S. Goodman, N. Modani, J. Leeson, R. Joels, J. McBrayer, B. Petrasko, G. Frazer, Ms. Carole Hinshaw, Provost Gary Whitehouse, and Vice Provost Frank Juge. Guest: Dr. Ron Dutton, Computer Science.

Old Business:

Dr. Tucker announced the decision from the Provost's office in regard to the Tuesday and Thursday free time set aside for Faculty Senate meetings. With UCF's continued enrollment growth, classroom space and times for instruction are at a premium. The decision to release the free time will permit time for approximately 100 new sections. This was determined from discussions with Dr. Tucker and the Steering Committee. This is viewed as an interim action and it is expected that free time will be restored within two to three years when classroom availability improves. The provost has announced to deans and chairs that Faculty Senate members are expected not to be assigned classes on Tuesday and Thursday from 4:00 p.m. to 5:15 p.m.

New Business:

Committee on Committees Report

Dr. Goodman reported on the status of the Standing Committees for 1996-97. Most Senate members have been assigned to committees of their first choice. The Committee on Committees has made selections and are waiting to hear from members who agree with their assignments. The Standing Committees should be finalized within the next few days. They are also in the process of receiving recommendations for the Reporting Committees. A listing of the Standing Committees will be distributed at the August 29 Senate meeting. Dr. Tucker thanked Dr. Goodman for his dedicated effort in getting these committees organized.

TIP for 1996-97

Dr. Modani, chair of the Teaching Incentive Program subcommittee, reported on the new TIP for 1996-97. He said the total number of awards have not been determined at this time, and recommended that an oversight committee be appointed. It was moved, seconded and unanimously approved that the Committee on Committees will constitute the oversight committee and chaired by Dr. Tucker. Dr. Tucker informed the Steering Committee that he will be attending the TIP/ PEP open meetings on September 5 and 9, 1996.

PEP Draft Guidelines

Dr. Tucker reported that questions were raised regarding the need for external reviewers. The College of Arts and Sciences and the College of Education were the two colleges who opposed the external reviewers and perceived that it was more an internal matter. Dr. Tucker introduced Dr. Dutton from Computer Science who addressed the committee as an eligible PEP candidate. Conflict of interest was one of the concerns. Discussion continued at length checking into promotion and tenure guidelines for external reviews, and the time line. It was moved and seconded to delete external reviews from the PEP guidelines. It was concluded that candidates would prepare a brief cover statement, not to exceed two typed, single spaced pages, outlining career goals and accomplishments. This requirement will replace the external review in section IV C. Another change was approved in Section III. C - the wording should read "strongly recommended," "recommended," or "not recommended" and delete "ranking." In IV 1., a revision to change - "copies of up to five significant" to "copies of selected significant" was also approved. Dr. Juge suggested moving the time line up to October 7, 1996 rather than the original October 14, 1996. All changes were unanimously approved. Dr. Tucker will forward the draft changes to Dr. Juge as soon as possible. The new draft will be sent to the Board of Regents for their approval. If, and when, it is approved by the BOR, copies will be sent to all eligible full professors, department chairs, and deans by September 5, 1996.

Announcements

Dr. Tucker suggested that recommendations for faculty representatives and grand marshals for fall commencement be forwarded to him or the Senate Office as soon as possible.

Four Senate members for the Sick Leave Pool Committee have been requested by the office of Academic Affairs.

Dr. Tucker reviewed the Provost's response on the 95-96 resolutions. All resolutions have been approved with the exception of Resolution 5 - teaching responsibilities of chairs, and Resolution 7 - withdrawal deadline. A committee has been established for the approved Plus/Minus Grading resolution to propose the specific details of the grading policy. Dr. Terri Fine, Political Science professor, will chair the committee.

Meeting adjourned at 2:50 p.m.