

M E M O R A N D U M

TO: Faculty Senate Steering Committee  
FROM: Faculty Senate Office  
DATE: September 15, 1993  
SUBJECT: Minutes of Faculty Senate Steering Meeting - August 26, 1993

=====

The meeting was called to order by Dr. Naval Modani, Chair, at 4:05 p.m. The role was passed. The minutes of July 22, 1993 Steering Committee Meeting were approved as distributed. Members present were Drs. Armstrong, Cook, Cunningham, Hosni, Koons, Petrasko, Rungeling, Sepulveda, Sheridan and Ms. Dorner. Dr. Gary Whitehouse and Dr. Frank Juge were also in attendance.

**NEW BUSINESS:**

Dr. Modani reported on the status of the standing, reporting and other committees as follows:

(1) Undergraduate Policy and Curriculum Committee - Dr. Robert Flick was elected Chair and Dr. Larry Holt was elected Vice Chair. Dr. Lex Wood is the liaison from the Steering Committee. Dr. Holt would chair the Undergraduate Course Review committee.

(2) Graduate Policy and Curriculum Committee - Dr. Jeff Cornett was elected Chair and Dr. Steve Goodman was elected Vice Chair. Dr. Brian Petrasko is the liaison from the Steering Committee. Dr. Goodman would chair the Graduate Council.

(3) Members of the Personnel Committee will meet Monday, August 30, 1993 and members of the Budget and Administrative Procedures Committee will meet on Tuesday, August 31, 1993 to elect chairs for their committees.

(4) Members of The Undergraduate Teaching Incentive Program Oversight Committee are Professors Cook, Cunningham, Dorner, Modani, Petrasko, Rungeling, and Wood.

(5) Various colleges have been asked to conduct elections for the Sabbatical Leave Committee and the University Promotion and Tenure Committee.

(6) The Computer Policy Committee is in place and work on other reporting committees is underway. The Committee on Committees will meet on September 9, 1993 at 4 p.m. Dr. Modani asked for suggestions to replace three members on the GEP Committee. Several names were suggested.

The next item discussed was changing Faculty Senate operations to a calendar year from the current academic year format. Dr. Modani stated that this would allow the committees to consider course or program review matters very early in the fall semester to meet various deadlines. Further, there would be some continuity for the summer months. Committee members asked whether this would require committee members to attend meetings in the summer when they were not under contract. Dr. Modani responded that most committees do not have any business during the summer except in special instances. A subcommittee was proposed to study the question and report back to the Steering Committee. Drs. Cunningham, Sepulveda, and Modani volunteered to serve.

## OLD BUSINESS:

Dr. Modani stated that in the past few days several faculty members have made comments and asked questions about the Undergraduate Teaching Incentive Program (UTIP). Many faculty seem concerned about it. He asked Dr. Whitehouse and Dr. Juge to publicize the details of the plan and hold open sessions for faculty to ask questions. Dr. Juge responded that the September 1, 1993 issue of the UCF Report would publish the UCF plan, along with other pertinent information. Further, he was receptive to the idea of holding open sessions for faculty. Dr. Whitehouse would discuss UTIP in his newsletter.

Dr. Juge reported that only one change was suggested by the Chancellor's office in the UCF plan. This was to include at least one undergraduate student on the committee to make the selection of award recipients. Members agreed to this change. Dr. Juge stated that the student credit hour data for each faculty is being verified by the deans and department chairs. Some errors have been identified and corrected. The next step after that would be to send the data to individual faculty members for verification. Dr. Juge also informed the members of the UFF lawsuit questioning the legality of the program.

Establishing committees at the college level for setting up criteria for the award and for making the awards was discussed at length. Members agreed that there should be two separate committees - one to set the procedures and criteria for the awards and the second to select faculty for the awards. Dr. Petrasko said that the members for the first committee should be elected. Dr. Sheridan wondered about a conflict of interest for faculty who are eligible to receive awards serving on the committee to set the criteria. Members agreed that faculty eligible for the awards can not serve on the second committee. A motion was made and seconded as follows: The committee to set up procedures and criteria in each college be composed of elected faculty who are tenured or tenure earning. All tenured and tenure earning faculty are eligible to serve. No existing committees may be utilized for this purpose. Motion was approved with one opposing vote. Dr. Juge would inform all deans of this procedure.

Dr. Modani provided the members with a copy of the memo from Dr. Debnath to Dr. McHone regarding participation by the Department of Mathematics in BE 2000. Dr. Juge was asked to provide an update on BE 2000. Dr. Juge reported on a meeting of Dean Sheridan and Dean Huseman. Further, he stated that the Departments of Mathematics and Statistics seem to have chosen not to participate in teaching of certain topics in the BE 2000 this year but there will be further discussions. Department of English will participate by providing instructors and graduate assistants to make writing assignments in business courses and grade these.

Previously, Dr. Modani had asked Dr. Juge to identify department chairs who would be subject to the five year review. Dr. Juge responded that no chairs were eligible for review this year. Five year review of other administrators - deans, directors of institutes and centers, and area campus directors - was discussed. There was some confusion whether the Senate resolution required review of directors of institutes and centers. Some members commented that all vice presidents were included in the Senate resolution. After some discussion, the matter was referred to the Personnel committee for research and recommendation.

Dr. Whitehouse reported that fall enrollment was above initial estimates. He indicated that we not only have more students and more student credit hours but we also have better students as measured by average SAT scores and average GPA. The number of FTIC students was also considerably higher. There is no question that we will meet the requirements and will not have to return money to Tallahassee. Some of the funds held in reserve would be distributed to the colleges. Dr. Cunningham said that additional funds would be needed by several departments to be able to offer sufficient classes in the spring semester. Dr. Armstrong commented that the enrollment increase was possible because faculty took additional work and larger class sizes, and they should be appreciated for this. Everyone agreed that faculty, department chairs, and staff worked hard to achieve this.

Dr. Modani asked for an update on the search for VP Research. Dr. Whitehouse responded that the committee would narrow the field today and candidates should visit UCF soon.

Dr. Modani reminded the committee of the Senate meeting on September 16, 1993 and the Faculty Reception on September 23, 1993.

Meeting adjourned at 5:30 p. m.