

MEMORANDUM

Date: August 2, 2012
TO: Members of the Steering Committee
FROM: Ida Cook
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on August 9, 2012**

Meeting Date: Thursday, August 9, 2012
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 5, 2012**
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
None
7. **New Business**
 - Smoke-free campus
 - TIP ad hoc committee
 - Grading system
 - GEP update
 - 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 5, 2012

Dr. Robert Pennington, Faculty Senate Vice Chair, called the Faculty Senate Steering Committee to order at 4:04 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of March 1, 2012 was made and seconded. The minutes were approved as recorded with one scrivener edit.

RECOGNITION OF GUESTS

Diane Chase, Executive Vice Provost, Academic Affairs

REPORT OF THE PROVOST

Provost Tony Waldrop thanked the members of the Steering Committee for their service and for serving as a sounding board throughout the year.

College of Hospitality Management in China

Executive Vice Provost Diane Chase reported on the recent trip to Hainan Island, China, that she made with Drs. Abe Pizam and Youcheng Wang, dean and associate dean of the Rosen College of Hospitality Management, respectively.

There is great interest on the part of the provincial government and Hainan University in setting up an American-style college of hospitality management that would operate in partnership with Hainan University. This would not be a financial investment for UCF, but rather an investment of intellectual property, e.g., faculty participation, faculty work on curriculum. They are still early in the discussion phase.

The island is similar Central Florida in climate and geography. There has been intense tourism development, but they do not have sufficiently trained people to support the tourism industry. It is possible that other opportunities could develop in the future after hospitality management is established. Chase mentioned solar energy, clean water, and sustainability as possible future opportunities.

Waldrop stressed that UCF would not do this as a money-losing proposition. UCF is using outside counsel that focuses on doing educational deals in China. Because discussions are still in the preliminary phases, there are a lot of details still to be worked out.

Budget

Waldrop reported that the Governor has yet to receive the budget and thus we have nothing from the SUS office. We will know the level of deficit once the bill is signed. It is anticipated to be \$52 million, but we won't know how to deal with it until we know whether we have a tuition increase. The planning is going forward as if the tuition increase will be approved.

Waldrop stated that the presidents of the state universities have been working together to develop a plan to ensure that the cut will be restored in next year's budget as promised.

A discussion ensued about accounting methods, the reserve funds, and the uses of the carry forward money.

A committee member asked what will happen to searches in progress if the departments assumed that the funding for the hires was based on carry forward money. Will these be going forward?

Waldrop responded that the central carry forward will cover the majority of the one year deficit, not the unit level carry forward. If the tuition increase is approved, approximately \$5 million will be needed from the unit level carry forward, which will be spread across the entire university. The deans will need to evaluate if they want to go forward with these hires. Waldrop stressed that these numbers are dependent the tuition increase.

OLD BUSINESS

None.

NEW BUSINESS

Nomination of slate of Officers

Dr. Manoj Chopra, chair of the Faculty Senate Nominating Committee, presented the following slate of officers for 2012-2013 Senate year:

Ida Cook, Chair

Reid Oetjen, Vice Chair

Christopher Blackwell, Secretary

Because the motion to put forth that slate of nominees came from committee, no second was needed. Motion carried. Chopra announced that other candidates can be nominated at the April 19, 2012 Senate meeting.

ANNOUNCEMENTS

Pennington made the following announcements:

- The Registrar's Office has confirmed that the SPOI administration period will end one hour before the start of the final exam period.
 - A concern was raised about giving a face-to-face exam for an online course. In those cases, the exams are administered on the Friday or Saturday before the exam period starts. Pennington will request clarification from the Registrar's Office.
- An ad hoc committee of the Steering Committee will be reviewing the eligibility of administrators for TIPS, as agreed upon at a previous meeting.
- Outgoing senators are welcome and encouraged to attend the April 19 Senate meeting to hear updates on the strategic plan.

Pennington thanked the members of the Steering Committee for their service this year.

Pennington requested that committee members think about topics for Senate committee action for next year.

COMMITTEE REPORTS

Budget and Administrative Committee –*Arlen Chase*

Nothing to report.

Personnel Committee – *Arlen Chase*

Nothing to report.

Graduate Council – *Jim Moharam*

The committees met once since the last Steering meeting and have one more meeting to go before the end of the semester.

Parking Advisory Committee – *Reid Oetjen*

Nothing to report.

Information Technology Resource Advisory Committee – *Reid Oetjen*

The committee has been meeting monthly and has been focusing on four issues: email, help desk, data security, and the learning management system (LMS). They have set up subcommittees to work on each issue. The committee has not made the progress that it would like to, and the leadership of Information Technologies & Resources has not been responsive to ideas or complaint brought forward. The committee hopes in the future to have a more cooperative and collaborative relationship with the ITR team. The committee is working on a resolution to go forward to Joel Hartman, Vice Provost and Chief Information Officer, encouraging ITR to treat the committee as a partner and resource.

The university is entertaining new vendors for the new LMS. In two week there will be demonstrations of the systems. Oetjen will send out the information to members of the Steering Committee to forward to their colleagues. Waldrop strongly encouraged faculty to attend the demos and provide feedback.

Undergraduate Council – *Kelly Allred*

Nothing to report. The last meeting is going to be cancelled due to lack of business.

ADJOURNMENT

Motion to adjourn carried. The meeting adjourned at 4:41 p.m.