

**FACULTY SENATE STEERING COMMITTEE
MINUTES**

February 10, 2000

The Faculty Senate Steering Committee was called to order by Dr. Ida Cook, at 4:04 p.m. Members present: Provost Gary Whitehouse, Drs. Lin Huff-Corzine, Lee Cross, Richard Tucker, Lee Armstrong, Karl-Heinrich Barsch, K. Phillip Taylor, Michael Mullens, Naval Modani, and Aaron Liberman. Guest: Dr. Jamal Nayfeh. Minutes of January 6, 2000 were unanimously approved.

ANNOUNCEMENTS

Dr. Cook announced that Spring commencement is scheduled for May 5 and 6, 2000. There will be five commencements, two on Friday and three on Saturday. Recommendations are needed for Grand Marshals and faculty representatives. Dr. Naval Modani recommended Dr. Taylor Ellis, Associate Dean for the College of Business, as Grand Marshal. A list of retirees will be obtained from the Office of Academic Affairs. Dr. Jamal Nayfeh requested that the College of Engineering and Computer Science be referred to as COECS.

Dr. Cook also announced that the faculty apportionments for senator elections have been forwarded to the six units, AS, BA, ED, COECS, HPA, and OPTICS. The apportionments were calculated for 60 senators.

Dr. Cook stated that all portfolios have been received from the colleges for the Excellence in Professional Service award. Two from each of the colleges of Business Administration, Health and Public Affairs, and Engineering, one from the College of Arts and Sciences and none from the College of Education. The following Steering Committee members volunteered to serve on the committee. Drs. Naval Modani, Lee Cross, Mike Mullens, and Aaron Liberman. Dr. Phil Taylor will serve as Coordinator.

Dr. Cook announced that she had recently spoken with the team assigned to evaluate the Student Evaluation of Instruction and they stated that the data is complete. They requested the Senate advise them on how to proceed. It was agreed that the purpose of the analysis was to evaluate its measures and determine which items will work better. Dr. Cook will have further discussion with the team.

Provost Gary Whitehouse announced that the Board of Regents will be on campus on Thursday, and Friday February 17 and 18. The Governor will be on campus on Friday, February 18, 2000.

OLD BUSINESS - None

STANDING COMMITTEE REPORTS

Budget and Administrative - No report

Graduate Council - Dr. Jamal Nayfeh reported that the three subcommittees are continuing to work on several issues. The Policy and Procedures Committee has two resolutions for the Steering Committee to consider.

Undergraduate Policy and Curriculum Committee - Dr. Karl-Heinrich Barsch reported that the UPCC had approved several proposals: 1) Chemistry 48 hour rule, 2) Forensic Serology track name change, 3) Statistics Actuarial Science track, 4) Music Composition track, and 5) Theatre to substitute course. The proposals will be forwarded to Academic Affairs for final approval.

Personnel Committee - Dr. Mike Mullens reported that the committee had one resolution to present. He also stated that the committee had discussed the issue on trailing spouses and the committee concluded that it was a non-issue.

NEW BUSINESS

Dr. Jamal Nayfeh presented the two following resolutions.

Resolution 1999-2000-6 Full Time Status for Graduate Students

Whereas, the University of Central Florida is the only State University System institution that designates full-time graduate status as 6 hours, and one of the few in the country to do so, and

Whereas, the Integrated Postsecondary Education Data System of the Department of Education now recognizes 9 hours as a standard for full-time status in graduate education, and

Whereas, the Immigration and Naturalization Service recommends that international students take 9 hours as a full-time load and UCF graduate fellows are required to take 9 hours as a full-time load and having a uniform standard for all graduate student populations would reduce confusion, and

Whereas, UCF is emphasizing graduate education and seeking increased graduate enrollment and increasing the definition of full-time to 9 hours would reduce time to degree and make graduate programs more productive, and

Whereas, in order to use our limited resources to support truly full-time students who graduate in a timely fashion so that funding support can be used to benefit a greater number of students and to recruit new students to our graduate programs and to establish a graduate culture and presence on campus, and

Whereas, commitment has been made by the central administration to provide full tuition support to graduate assistants for this enactment,

Therefore, Be It Resolved, that the definition of full-time status of graduate students be changed such that: Full-time graduate status is 9 hours in the Fall and Spring semesters and 6 hours in the Summer semesters, until regular graduate course work is completed and until the minimum thesis or dissertation hours required by the program are exhausted. Thereafter, until graduation doctoral students must continuously enroll in dissertation course work (xxx 7980) for a minimum of three hours each semester to be considered full-time and master's students must continuously enroll in thesis course work (xxx 6971) for a minimum of one hour each semester to be considered full-time.

Resolution 1999-2000-7 Graduate Certificate Programs

Whereas, since approved in 1997, there are now more than 45 graduate certificate programs, some of which have not attracted enrollment; and

Whereas, the original policies and procedures do not include provisions for oversight and sunset; and

Whereas, the university catalog should include only programs that are active; and

Whereas, graduate certificate programs are to be leading-edge, professional offerings,

Be it resolved, that each graduate certificate program coordinator shall provide an annual report of its activity, including course offerings, applications, enrollment, and certificates awarded.

This report shall be submitted to the college curriculum committee in which the program is housed. The college committee shall forward a summary report to the Course Review and New Programs subcommittee of the Graduate Council by September 15.

Sunset provisions shall apply to any graduate certificate program that is inactive for three consecutive years.

(The two resolutions were unanimously approved to add to the Faculty Senate agenda for February 24, 2000.)

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Dr. Michael Mullens explained the following resolution. He stated that he had discussed it with Roger Wayson, and he stated it looked fine.

Resolution 1999-2000-8 Faculty Parking

Whereas, area campus faculty are required to come to the main Orlando campus for department and other meetings on an intermittent basis; and

Whereas, adjunct faculty, especially those teaching just one course, use campus facilities on only a part-time basis,

Be It Resolved, that the UCF administration should be urged to provide a new, minimal cost parking sticker for selected periodic, yet infrequent visitors to the campus including: adjunct faculty, area campus faculty and staff, and others as deemed appropriate.

(This resolution was unanimously approved to go forward to the Faculty Senate on February 24, 2000.)

OTHER

Dr. Cook requested a volunteer to serve on the Workforce Diversity Manual committee. It would be helping to access the organization and discuss initiatives. Dr. Aaron Liberman volunteered to serve on the committee on behalf of the Faculty Senate.

Dr. Armstrong stated that the FCTL has provided outstanding support to the Undergraduate Policy and Curriculum Committee on large classes. Dr. Karen Smith has held workshops on large classes and has a Website regarding teaching large classes. It was agreed that Dr. Cook write a letter of appreciation to Dr. Smith.

Dr. Cook also announced that UCF will host a walk at the arena track for the Cancer Society on Friday, March 24-25. There are competitions all over campus for raising funds. If you would like to donate, just mail your donation to Dr. Ida Cook. It was decided that Faculty Senate not sponsor a team this year.

The meeting adjourned at 5:05 p.m.

**Next Steering Committee meeting
March 9, 2000**