

Executive Steering Committee
Minutes for
February 12, 2004

Dr. Naval Modani, Vice Chair, called the Steering Committee to order at 4:05 p.m. Motion to approve the minutes of the **January 8, 2004** minutes was made and seconded. No discussion. Approved unanimously.

Members present: Drs. Ida Cook, Naval Modani, Rosie Joels, Manoj Chopra, Dawn Oetjen, Cynthia Young, Keith Koons, and Alain Kassab.

Members absent: Drs. Diane Chase, Rufus Barfield, Arlen Chase, and Robert Pennington.

Guests: Drs. John Schell, Lin Huff-Corzine, Provost Terry Hickey and Central Florida Future reporter.

ANNOUNCEMENTS AND RECOGNITION OF GUEST

Dr. Modani reported on meeting of offices of Faculty Senate in Tallahassee. Major issues are accountably measures, additional charges for excess credit hours, and block tuition.

OLD BUSINESS

American Sign Language – Dr. Schell reporting for Dr. Pennington Chair of the UPCC

A resolution on acceptance of American Sign Language for the Foreign Language requirement in some BA programs is being submitted for the next full senate meeting. Copies of the resolution distributed but supporting statements (whereas) need to be added. This was approved at the UPCC on February 11, 2004. This is second year of discussion of this topic at UPCC.

Students pursuing the Bachelor of Arts degree may substitute American Sing Language through SAP 2614C for the foreign language requirement, except where a particular foreign language(s) has been specified by a college, school, or program for a specific degree.

Wording is the same as that at FSU.

A new development is state mandated acceptance of American Sign Language to meet entrance foreign requirement. Legislation passed last year encourages state universities to accept ASL as graduation requirement. Have had indications that if we do not make a change, there would be legislation requiring acceptance of ASL as graduation requirement. This proposal is seen as a compromise and will avoid dictation of action from state level. (Only UCF and UWF are seen as not having accepted ASL.)

Discussion if acceptance of ASL as a language will open us up to need to accept other “languages” such as a computer language.

Discussion of need for whereas statements. Need statement showing how ASL meets same objectives as use of a foreign language.

Motion to place on Faculty Senate agenda made and seconded. Approved.

UCF-TIP, RIA, and SchTL Documents – Dr. Modani

President Hitt sent a notice to all faculty stating he authorized Dr. Hickey to initiate the process to select UCF-TIP, RIA, and SchTL (Scholarship of Teaching and Learning) awards as well as the university excellence awards.

UCF-TIP and RIA procedures duplicate prior documents. Scholarship of Teaching and Learning is a new award discussed and previously approved by senate. There will be time pressure for approval for all of these awards.

Representatives from all colleges have indicated willingness and ability to work on an accelerated process. Initial plan is to have eligibility notices out by March 3, 2004. Examining data carefully to be sure it is correct.

Suggested that Dr. Huff-Corzine send a general email announcing procedures. Statement needs to clearly say award retroactive to beginning of school year. Question raised if there is a way to identify if a course is taught by faculty only or faculty and a GTA with most of the work done by the GTA. There is not. It is expected all involved faculty carefully review data sent out every year. Should look for times when they are listed as teacher by mistake and when they are not listed for a course they did teach. Split assignments can be made for faculty who are co-teaching courses. Faculty will need to examine data and send corrections to Millican Hall Room 351, even if not currently eligible, so errors can be corrected on timely basis.

Suggestion that in the future we need to examine eligibility criteria to be sure they reflect desired factors. Currently UCF-TIP procedures reward those who teach large classes as was initial legislative intent. Calculations were done on undergraduate credit hours and graduate credit hours. Award documentation examined by the colleges also looks at quality of teaching. Could/should other factors be considered?

There will be 40 new UCF-TIP awards plus recycles. RIA timelines are a little less stringent because of different process to identify faculty. There will be 20 new RIA awards plus recycle awards.

For Scholarship of Teaching and Learning, procedure reviewed last month. Suggested second item of the award criteria be clarified to make it clear it is research in area of Scholarship of Teaching and Learning. Statement should also clarify that there needs to be peer recognition of SchTL research and creative efforts in the same or related discipline. Suggested that there be a review of process for this award after selections made the first time. Four awards are available for Scholarship of Teaching and Learning.

Motion to approve **UCF-TIP, RIA, and SchTL Documents** made, seconded and approved.

Need oversight committee for any challenges related to eligibility. Can not choose until eligibility data comes out so no one who is eligible is on committee.

STANDING COMMITTEE REPORTS

➤ **Budget & Administrative** – Dr. Cynthia Young reported.

Committee met twice. Struggling with several concerns:

- Diminishing role of faculty senate. President does not feel need for faculty input.
- What makes administrators exempt (in unit vs out of unit)?
- Why do people with 12 month contracts (Department chairs) make decisions which impact individuals on nine month contracts e.g. decision about summer teaching?
Comment that in some departments this is done by faculty.

Requested athletic budget which was received and reviewed. New Pegasus funding model explained by Dr. Neighbors at February meeting. Concern raised since it is an allocation model to the college which does not address how money is allocated to departments. Committee would like feedback on what to focus on. Suggested we have general explanation of budget process, sources of funding, expenditures, special allocations. Also suggested physical plant issues be addressed. Important to faculty who need renovations of labs etc. Cost of dealing with physical plant often very high. Question raised if this is because of non competitive nature of services provided by physical plant. Suggest allowing competitive bids to insure appropriate cost, quality, and timeliness of work. Suggestion that President Hitt could be asked to address some of these issues at meeting March 1st.

- **Graduate Council** – Dr. Alain Kassab reported.

Discussion on interdisciplinary programs. Many issues raised about jurisdiction and who's in control. Subcommittee formed, data is being gathered on similar programs. Work on refinement of graduate catalog. In the process of deactivation of non active certificate programs. Updated policy on academic progress performance. The committee presented a resolution on special leave for graduate students. Resolutions 2003-2004 – 5 Special Leave read as follow:

RESOLUTION 2003-2004-5 Special Leave

Whereas current University policy dictates that graduate students who interrupt their enrollment for two or more consecutive major semesters (Fall/Spring) must apply for readmission to their programs of study, and;

Whereas graduate students who apply for readmission are not guaranteed that they will be continued in graduate status, and;

Whereas some graduate students may encounter special circumstances that preclude their maintaining continuous enrollment,

Be it resolved that the University of Central Florida will include a provision for Special Leave of Absence in its policies regulating the matriculation of graduate students.

Motion to place resolution on Academic Leave of Absence for Graduate Students on agenda for February meeting made, seconded, and approved.

- **Personnel** – Dr. Rosie Joels reported.

Committee had one meeting in December. No resolutions. Dr. Huff-Corzine reported on Administrative reviews are being discussed. Had a request of a review of a center director which was not in the plan. This will occur. List still needs to be reviewed to reflect title changes. Committee has asked for feedback to faculty after review done. Question raised about choice of Faculty at graduation. Need to monitor that process is occurring according to policy.

- **Undergraduate Policy & Curriculum** - Dr. John Schell reported for Dr. Pennington.

ASL was the major item. Minor wording change with one of the programs.

OTHER

none

ADJOURNED

Motion to adjourn at 5:35 made and seconded. Approved.