

UNIVERSITY OF CENTRAL FLORIDA

MEMORANDUM

TO: All Faculty  
FROM: Nancy Klintworth - Faculty Senate Secretary  
DATE: February 21, 1990  
SUBJECT: Minutes of Faculty Senate Meeting - February 15, 1990

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The meeting was called to order by Chair Dr. Rosie Webb Joels at 4:00 p.m. Although this meeting is a reconvening of the Senate meeting of February 1, 1990, a new roll was passed for signature by attendees.

UNFINISHED BUSINESS:

RESOLUTION 1989-1990 - 8 (REVISION)

Continuation of discussion on Resolution 1989-1990-8. Dr. D. Davis and members of the Personnel Committee had met in open session to consider suggestions from the University community. Dr. Davis addressed the Senate as to changes made to the resolution:

- the provision that Chairs be on separate nine and three month contracts was deleted
- the Preamble was re-written
- some of the contingencies were reexamined.

Dr. P. Taylor, Senate Parliamentarian, recommended that the provisions of Resolution 1989-1990-8 be considered in seriatim. The wording of each section should be made as acceptable as possible and then the entire resolution should be voted on.

Preamble: accepted as revised by the Personnel Committee without further discussion.

Section (a): The question was raised whether administrators were included in the definition of "tenured and tenure-earning faculty," i.e., if the dean of a college is also a member of a department, is that dean eligible to vote? Dr. Davis responded in the affirmative. There was no further discussion. Section (a) was approved.

Section (b): Dr. Davis said no "substantive" changes. No discussion. Section (b) was approved.

Section (c): Dr. Davis said the change is - "If a Dean appoints an interim chair without departmental concurrence, the Dean will inform the department in writing on the rationale for his or her decision." No discussion. Section (c) was approved.

Section (d): Dr. Y. Hosni moved that the provision be changed to provide for a five, as opposed to four year term. Amendment to delete "four" and insert in lieu thereof -- five --. Vote was taken to accept the amendment: 21 Ayes, 9 Opposed. Amendment was approved. Section (d) was approved.

Section (e): Amendment to the first sentence: delete "fourth" and insert in lieu thereof -- fifth --. It was discussed and decided that each department should be responsible for conducting secret ballots. There was no further discussion of this provision.

Section (e) was approved.

Section (f): Dr. Davis stated that one of the intended changes was to strike the last sentence, the grandfather clause. It was agreed to do so. There was no further discussion of this provision.

Dr. Flick stated that there should be a provision to enable a chair to step down gracefully after two terms. He would like to see a limitation on the number of terms a chair may serve. Dr. K. Cook concurred.

Dr. A. Gonzalez moved that Section (d) be amended by the addition of a final sentence such as "The normal term of a chair should be two terms, however, in some cases the option may exist to elect a chair for a successive term." Dr. M. Stern moved that the following sentence be added at the end of Section (d): "It is the expectation that chairs shall normally serve no more than two consecutive terms."

Dr. A. Gonzalez moved to amend Dr. Stern's motion by the addition of the provision "The option still exists to elect a chair for a third consecutive term."

Dr. Stern moved to amend the amendment by striking the second sentence (the amendment by Dr. Gonzalez.)

The motion to amend the amendment passed, i.e., the second sentence was struck.

A vote was called on the amendment to Section (d) as originally proposed by Dr. Stern. The amendment passed. The sentence "It is the expectation that chairs shall normally serve no more than two consecutive terms" is added.

The vote on Resolution 1989-1990-8 was called. The resolution passed on a voice vote. Dr. N. Modani called for a hand count. The resolution again passed, 25 ayes, 6 opposed. There were no abstentions. (Resolution 1989-1990-8, as approved, is attached.)

#### RESOLUTION 1989-1990 - 6 (REVISED)

r. D. Hosni informed Senate members of changes made in the resolution. The Instruction Committee met with representatives from the Library and Instructional Resources. Their response to the resolution was generally favorable. It was stressed, however, that resource funding is badly needed.

r. I. Cook expressed concern that access to instructional materials would be limited. Dr. Hosni responded that guidelines were being developed between the Library and Instruction Committee.

Provost R. Astro questioned the 20% of existing classroom remodeling requirement. He was concerned over whether sufficient funding would be available.

The following issues were raised:

- 1) additional staff will be needed to catalog materials, etc.,
- 2) videos are a major component, thus a place is needed to buy, catalog and store them,
- 3) many videos owned by Instructional Resources are stored off campus, thus restricting access.

Motion was made to accept Resolution 1989-1990-6 and the vote taken. The resolution passed, with no abstentions.

#### RESOLUTION 1989-1990-6 (AS APPROVED)

It is recommended to designate the Library as the principal source to hold, catalog and make available audio-visual materials intended for campus-wide circulation inside and outside the Library. Instructional Resources would still be responsible for equipment maintenance and delivery as well as the center for production and development.

In accordance with policies and recommendations specified under article 9 of the BOR/UFF agreement, the following is requested:

To ensure the effective retention, use, reuse and long-term control of inventory of instructional technology materials, additional resources are needed to cover equipment, personnel and upgrading of materials as coordinated by the Library as well as classroom projection and presentation of AV equipment as coordinated by Instructional Resources. A minimum of 20 percent of existing classrooms need to be modified to allow for the secured installation of media equipment. All future buildings should be planned for media use. The proposed budget is being worked out for the Provost's information. The Library will work with the Instructional Committee to develop specific circulation guidelines for AV materials.

#### COMMITTEE REPORTS:

Admissions & Standards: Dr. K. Williams reported that two resolutions have been forwarded to the Steering Committee on February 20, 1990, one concerning the awarding of "N" grades, the other dealing with the procedure in the Golden Rule regarding student dishonesty. The Committee also considered the question of whether a grade of Incomplete (I) should automatically change to an "F" after a specified period of time and that they want the minutes to reflect this. The Committee decided against suggesting such a change although approximately 800 "I" grades were given in the Fall 1989 semester. Of those approximately 600 had not been changed as of this date. There are approximately 60-70,000 grades given per semester. Grades of "I" account for more than 1% of the total number of grades given. The Committee would like

the minutes to reflect their concern over the indiscriminate awarding of Incomplete grades. The Committee considers the abuse of the "I" grade to be a faculty problem. The faculty member has the option of changing an "I" grade to "F" if the student does not meet the criteria established. the Committee invites comments.

Budget: Dr. While announced a scheduled meeting.

Instruction: Dr. D. Hosni announced that the Committee was working on budgetary and other guidelines with the Library for the implementation of Resolution 1989-1990-6. There is no new business.

Personnel: Dr. D. Davis announced that a resolution has been forwarded to the Steering Committee for the meeting February 20, 1990 regarding revision of the AA-18 form and that is the end of their business for the current year.

Curriculum: Dr. B. Judkins announced that the Committee is meeting today to discuss two issues: the adoption of non-western studies and credit for American Sign Language to fulfill the foreign language requirement.

#### **NEW BUSINESS:**

Dr. Joels shared with Senate members a memorandum she received from Dr. Holsenbeck regarding the latter's attendance at the annual CASE Congressional Briefing in Washington, D.C.

Dr. Joels then announced a meeting of the Steering Committee for February 20, 1990. It will be that committee's last meeting. The next meeting of the Faculty Senate will take place on March 1, 1990. The date of March 8, 1990 has been reserved in the event the March 1, 1990 Senate meeting needs to reconvene. If that is not necessary, President S. Altman will brief Senate members on the University's Master Plan, providing time for discussion and interaction.

Dr. Altman took the floor. He announced to the Senate that the governor's budget had just come in. There appeared to be a 3% increase for higher education. The budget also includes a 3% salary increase effective January 1, 1991 for faculty and staff. There are indications that enrollment funding may be provided. The Library budget is up. A tuition increase is recommended. Dr. Altman feels the budget is a bit on the austere side. The bright points are: (1) enrollment funding and (2) the undergraduate education item which provides \$18 million for the State and \$4-\$5 million for UCF. He also stated that the Regents' budget treats UCF well. The equity formula and Administrative audits are also due to begin. These will include the Library, Registrar, Admissions, Purchasing, Finance and Accounting (especially the Travel Desk,) Financial Aid, Instructional Resources and WUCF. No dates have been set as yet.

Dr. I. Cook announced that the Sabbatical Leave Committee had accepted five applicants this year. She reminded all Senate members of the availability of sabbaticals. She stated that the Administration had been helpful in the Committee's efforts.

The meeting was adjourned at 5:00 p.m.

RESOLUTION 1989-1990 - 8 (AS APPROVED)

Whereas, faculty should be involved in the selection and retention of chairs/directors\*, be it resolved:

(a) The initial appointment of the chair/director shall be upon the recommendation of two-thirds vote of the tenured and tenure earning faculty within the department and such faculty as the latter shall determine eligible to vote. This vote shall be by secret ballot in writing with the results made a permanent record of the department.

(b) Upon the concurrence of the Dean, Provost, and President of the University, the appointment will be made to the chair position. If the Dean, Provost, or President does not agree with the department's recommendation, this disagreement will be stated in writing to the respective department.

(c) Until such time as the faculty of the department can make a mutually acceptable recommendation, an interim chair will be chosen by a majority vote of the department faculty subject to the concurrence of the Dean of the college. If a Dean appoints an interim chair without departmental concurrence, the Dean will inform the department in writing on the rationale for his or her decision.

(d) The department chair shall serve five year terms. Terms can be renewed subject to the conditions outlined in section (e) of this resolution and it is the expectation that chairs shall normally serve no more than two consecutive terms.

(e) At the beginning of the fifth year, the Department in question will conduct a secret ballot to consider the reappointment of the chair. This vote will be conducted and communicated in writing to the Dean of the college. A two-thirds positive vote shall result in a reappointment subject to the approval of the Dean, Provost, and President. If the Dean, Provost, or President does not concur, then the procedures under sections (a), (b), (c), and (d) of this resolution will take effect.

(f) The implementation of the resolution will take effect commencing in the Fall 1991-1992 academic year. All chairs having been in the position five years or longer shall be affected by the provisions of this resolution at that time. In subsequent years, as the fifth year of service commences, this resolution will define the terms of renewal in the position.

\*This resolution applies to Chairs and Directors that have faculty in tenure and tenure earning positions in that academic unit.