

**UNIVERSITY OF CENTRAL FLORIDA
FACULTY SENATE STEERING COMMITTEE**

MEMORANDUM

TO: Faculty Senate Steering Committee
FROM: Faculty Senate Office
DATE: February 24, 1997
SUBJECT: Minutes of meeting held on February 6, 1997

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The Steering Committee was called to order by Dr. Richard D. Tucker, Chair, at 4:06 p.m. The roll was circulated for signatures. Minutes of January 9, 1997 were unanimously approved. Members present: Provost Gary Whitehouse, Vice Provost Frank Juge, Drs. Naval Modani, Terri Fine, John Leeson, Taylor Ellis, Rosie Joels, James McBrayer, Brian Petrasko, Gregory Frazer, and Ms. Carole Hinshaw. Guest: Dr. David Dees

Dr. Tucker recommended that future resolutions be presented to the Steering Committee by the chair of the proposing Standing Committee for clarification of the resolution being presented.

UNFINISHED BUSINESS

Resolution 96-97-3 Cumulative GPA for Graduation

Dr. Barsch and Dr. Dees were introduced to answer questions and to clarify the Undergraduate Policy and Curriculum Committee's resolution on Cumulative GPA for Graduation. There were concerns by the Steering Committee regarding community college transfer students' advantages over UCF students in terms of cumulative GPA. A question was asked about possible loopholes that may be created to allow students to take "easier courses" during the last 45 hours to enhance their GPA. Dr. Dees explained the selection of the "last 45 hours," and that it was an arbitrary number that could be changed. Dr. Dees also stated that very few students have the option to take easier courses during the last semesters before graduation, and that transfer students are frequently at a disadvantage. Dr. Juge reminded the Committee that the purpose of reviewing the resolution was to clarify the language before sending it forward to the Senate floor. It was suggested that the word "which" in the last Be it Resolved be changed to "that." It was moved and seconded to forward the resolution to the Senate floor for the February 20 meeting.

"I" Grades:

Dr. Tucker discussed "I" grades for graduate students. He asked for feedback from his memo on whether incomplete grades should apply to graduate students as well as undergraduates. Dr. Bishop had indicated that graduate students cannot graduate with an "I" grade. It seems that the resolution was considered by the Undergraduate Policy and Curriculum Committee as an undergraduate issue. Dr. McBrayer recommended presenting this information to the Senate. It may not be necessary to amend the original resolution; however, this delay would prevent the information from being included in the next catalog.

Academic Calendar Committee:

Dr. Tucker stated that because of time constraints governed by various regulations and resolutions, the Academic Calendar Committee is seeking suggestions for the academic calendar for the future. In order to optimize the time between dead day final exam week, posting of grades, and graduation, the following suggestions were offered: no exams for graduating seniors; giving separate exams for graduating seniors; providing grades with an earlier deadline for graduating seniors. The UPCC will write a resolution to be presented at the next Steering Committee meeting on March 6, 1997.

Safe Golf Cart Policy:

Dr. Juge presented a memo from William F. Merck, Administration and Finance, regarding the policy for safe golf cart operation. In an effort to maintain a safe campus environment, the following actions will be taken in regard to the use of golf carts on the UCF campus.

1. All carts will be marked with easily visible numbers.
2. All carts will also be marked with a statement that reads "How's my driving?" and the Police Department phone number.
3. The Police Department will have a list of cart numbers and the departments to which they are assigned. If negligent operation is observed and reported, the police will notify the appropriate department office so that corrective action can be taken.
4. The Police Department will conduct operator training for campus use of the gold carts.

Dr. Tucker stated the above actions will be implemented as of February 20, 1997. Other recommendations from the Senate members were: Carts need a sound device, a speed limit, and display of list of rules on the dashboard.

NEW BUSINESS

Excellence in Professional Service Awards:

Dr. Tucker reported that the deadline for submitting folders for the "Excellence in Professional Service Award" was January 17, 1997. Two awards will be given. The College of Engineering submitted two applicants, and the College of Health and Public Affairs submitted one applicant. There were no nominations from the other three colleges. Dr. Modani suggested that a review committee be appointed to make the selection for the awards. Drs. Rosie Joels, Taylor Ellis, and Terri Fine volunteered to serve on the committee working with Dr. Tucker. The Steering Committee will discuss and vote on the selections at the next meeting.

Senate Reapportionment:

The Senate apportionment has been completed and is as follows:

Arts and Sciences	Senate	22 Senators	Steering	4
Business Administration	Senate	6 Senators	Steering	1
Education	Senate	7 Senators	Steering	1
Engineering	Senate	8 Senators	Steering	2
Health & Public Affairs	Senate	7 Senators	Steering	1

Dr. Joels recommended that the Steering Committee encourage Deans of the colleges to retain all records of Faculty Senate elections in case any questions arise.

Student Evaluation Questionnaire:

Dr. Juge stated that the Board of Regents has made no changes in the student evaluation

questionnaire. The Council of Academic Vice Presidents (CAVP) will be meeting in Orlando on February 14 and changes to the questionnaire should be on the agenda.

Sustained Performance Evaluations:

Dr. Juge reported on the Sustained Performance Evaluations. He also stated that a subcommittee should be formed to develop procedures for implementing sustained performance evaluations. Under (b),(1),a. Page 3, of the Tentative Agreement Proposal: Only elected faculty may participate in the development of applicable procedures. Such procedures shall ensure involvement of both peers and administrators at the department and higher levels in the evaluation and shall ensure that an employee may attach a concise response to the evaluation. Dr. Tucker will discuss the proposed committee with Dr. Juge. Ms. Carole Hinshaw will put several copies of the 1997-1998 BOR-UFF Reopener Negotiations Tentative Agreement Proposal, December 18, 1996 at the Reserve Desk in the Library.

Ad hoc Committee on Graduate Education:

Dr. Tucker recommended that an ad hoc committee be formed to study the structure of graduate education at UCF. This would allow for more detailed review and recommendations without tying up the Graduate Policy and Curriculum Committee on this matter. The formation of such a committee will be explored with the Provost, the Vice President for Research, and the chair of Graduate Policy and Curriculum Committee.

Meeting adjourned at 5:15 p.m.

RESOLUTION 1996-1997-4 Grades for Graduating Students

Whereas, The UCF academic calendar is extremely crowded, and

Whereas, It is particularly difficult to have the grades for graduating students available in time for graduation;

Be It Resolved, That for a trial period of one year, grades for graduating students be submitted one day earlier than the regular deadline during Spring and Fall Semesters.

The outcome of this proposal is to be developed before this policy is continued for a second year. The due date for grades from Saturday final exams shall be the following Monday at 5:00 p.m.