

*Faculty Senate Steering Committee Meeting*  
Minutes of  
**January 14, 2010**

Dr. Ida Cook, Faculty Senate Chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures.

**Steering Officers Present:** Cook, Wink, Kassab, and Chopra.

**Steering Committee Members Present:** Belfield, Brown, Cash, Covelli, Daniell, Edwards, Gause, Goodman, Koons, Kovach, LiKamWa, Lynxwiler, Moslehy, Oetjen, Pennington, Schulte, Seidel, and Sivo.

**Administrators Present:** Provost Hickey, D. Chase, Huff-Corzine, and Morrison-Shetlar.

**Steering Committee Members Not Present:** Chase, Kaufman, Rahrooh.

#### **MINUTES**

The minutes of November 5, 2009 were approved as recorded by with a minor typographical correction.

#### **ANNOUNCEMENTS**

Provost Hickey is in a meeting and expects to arrive late to today's meeting. Provost Hickey will retire as of June 30, 2010 after seven years of service.

Dr. Cook announced that at today's meeting, the Board of Trustees (BOT) approved an increase in several fees. The BOT approved the items that had been on impasse with the UFF, based on the recommendations of the magistrate. Trustee Harris Rosen has started an initiative to take donations to Haiti in the wake of the devastation of the earthquake of last week. A UCF film student is missing in Haiti. Dr. Alison Morrison-Shetlar announced that the Office of Undergraduate Studies is counseling Haitian students who are affected by the disaster and wish to return home.

Dr. Huff-Corzine announced that TIP eligibility lists will be ready tomorrow. The RIA university committee will have its first meeting next week.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

##### University Excellence in Professional Service Award

Dr. Cook called for volunteers to serve on the selections committee for the University Excellence in Professional Service Awards. Nominees were accepted by acclamation. The committee will be: Keith Koons, Bob Pennington, Diane Wink, and Ida Cook (Chair).

##### College Apportionment

Dr. Cook raised the question of whether college apportionment should be adjusted to account for faculty loss due to program terminations. Discussion followed. The committee agreed that apportionment should proceed as mandated in the Constitution.

#### Online Library Resources

Richard Gause presented an overview of the new e-books package that the library purchased from Springer. The package has nearly 30,000 volumes. These books can be accessed online for free by an unlimited number of simultaneous users, and users can also opt to order a hardcopy for \$25. Mr. Gause demonstrated the website through which the books can be located and accessed.

#### **OTHER BUSINESS**

A question was raised on the status of the proposed Student Perception of Instruction (SPoI) forms. Dr. Cook noted that she has been waiting for information from the individual who was designated as the contact person when the ad hoc SPoI Committee was disbanded.

Dr. Cook announced that there is no formal business for the January Senate meeting. Motion made to not hold a meeting in January. Motion seconded and was carried. Dr. Cook encouraged standing committees to continue their work.

Mr. Gause offered to repeat his Online Library Resources presentation for the full Senate. Dr. Cook noted that discussion of this potential agenda item will appear on the agenda for the February Steering meeting.

#### **STANDING COMMITTEE REPORTS**

##### Budget and Administrative Committee – *Patrick LiKamWa*

The committee has not met.

##### Graduate Council – *Steven Goodman*

Dr. Goodman reviewed the activities and action of the Graduate Council, the specifics of which are attached.

##### Personnel Committee – *Lin Huff-Corzine (for Arlen Chase)*

The committee met in December to receive information about the resolution that was sent to the full Senate in November.

##### Undergraduate Policy and Curriculum Committee – *Bob Pennington*

The UPCC met twice since the last Steering meeting. The committee approved 31 program changes through the consent agenda and discussed an additional 10 program changes, including changes in several minors in the College of Business and changes in courses in the College of Engineering and Computer Science caused by the elimination of the Engineering Technology Program.

##### Provost's Update

The provost arrived and offered a budget update. Although budget news from Tallahassee is uncertain, UCF is in good shape to weather the fiscal problems associated with the economic

downturn. The proposals for the Undergraduate Education Pilot Project were forwarded from the Pegasus Professor review committee. There were 36 proposals, and the provost is now reviewing the seven finalists. The proposals selected will be funded for three years.

**ADJOURNMENT**

Motion to adjourn made and seconded. Meeting adjourned at 4:52 p.m.

**Faculty Senate Steering Committee: 1/14/2010 meeting**  
**Report on Graduate Council Activities**  
**Stephen Goodman, Steering Committee Liaison to the Graduate Council**

The Policy Committee has met twice since the last Steering Committee meeting. In their continuation of the discussions on transfer credit policy, the committee agreed that (a) there should be a 15 SCH limit on internal transfer into doctoral degrees for students without an earned degree and (b) a 50% limit for doctoral degrees, even in the case of an earned master's degree and earned UCF graduate certificate. In addition, the committee (in concert with College Graduate Coordinators) determined that petitions to transfer grades less than B- should not be favorably received. The committee further decided that minor clarification to the language regarding traveling scholars was needed to make the policy language consistent with this B- threshold. The committee continued discussion on what constituted outside members for dissertation advisory committees (a carryover item from last year). The committee agreed to leave the outside member requirement in the policy, but allow individual programs to define what constitutes an outside member. The committee has begun reviewing existing policy on dual degrees.

The Curriculum Committee met twice since the last Steering Committee meeting. The committee has approved revisions in three masters programs (MA in Elementary Ed-COE; MA in Instructional Tech/Instr Systems track-COE; Criminal Justice Master's Professional Track-COHPA), approved addition of two masters tracks/options (Conservation Biology track, MS in Biology-COS; American Humanics option to the Master of Nonprofit Management program-COHPA), approved addition of one doctoral track (TESOL track in Ph.D. in Education-COE), approved changes in the Post Bac to Doctoral Nursing Practice (DNP) program precipitated by a position statement from the American Association of Colleges of Nursing (AACN), approved the deletion of one graduate certificate program (Multicultural/Multilingual Speech Language Certificate-COHPA), approved revisions in three graduate certificate programs (Emergency Management and Homeland Security Certificate-COHPA; Medical-Speech Language Pathology Certificate-COHPA; Corrections Leadership Certificate-COHPA), approved equipment fee requests and material & supply fee requests for several courses, approved several Music and Theatre split classes, and reviewed 108 course action request forms (22 Special Topics, 40 Additions, 46 Revisions, 0 Deletions).

The Appeals and Awards Committee met three times since the last Steering Committee meeting. The committee reviewed 12 student petitions and 3 student appeals on such matters as course substitution, exceeding program time limits, excess hours transferred into a program of study, and transfer of grade below B-.

The Program Review Committee has met three times since the last Steering Committee meeting. The committee has been engaged in the continuing discussion on the issue of appointment of graduate faculty members. Discussions focused on criteria for making reappointments and composition of review committees for reappointments.