

UNIVERSITY OF CENTRAL FLORIDA
Faculty Senate Steering Committee

MEMORANDUM

TO: Faculty Senate Steering Committee
FROM: Faculty Senate Office
DATE: January 15, 1998
SUBJECT: Minutes of meeting held on January 8, 1998

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The Steering Committee was called to order by Dr. Richard D. Tucker, Chair, at 4:07 p.m. The roll was circulated for signatures. Minutes of November 6, 1997 were unanimously approved. Members present: Drs. Stephen Goodman, Glenn Cunningham, Terri S. Fine, Phil Taylor, Taylor Ellis, Rosie Joels, Brian Petrasko, Jean Kijek, Ms. Carol Hinshaw, Provost Gary Whitehouse, and Vice Provost Frank Juge.

ANNOUNCEMENTS

Carole Hinshaw, UCF Librarian, announced that the Library now has a homepage called WebLUIIS. She distributed a flier describing WebLUIIS Week on Wednesday, January 7 through Wednesday, January 14. There will be introductions to new data base and instructions on WebLUIIS every 15 minutes during WebLUIIS Week. There will also be door prizes. Introduction and instruction will begin at 10:00 a.m. each day.

Dr. Tucker mentioned a memorandum distributed by Dr. Whitehouse announcing the second annual Faculty Leadership Awards to recognize faculty for their leadership at UCF and in the community. Leadership Week begins February 2, 1998. The Faculty Leadership Award Committee is made up of last year's Leadership award recipients. The Faculty Leadership Award ceremony will be held on Thursday, February 5, 1998 at 4:00 p.m. The Faculty Senate Steering Committee will meet at 3:00 p.m. on that same day. A reminder will be e-mailed to all Steering Committee members on Wednesday. The memorandum from Provost Whitehouse with the attached nomination form was delivered "Distribution F." He asked that all faculty nominations be forwarded to the Faculty Senate Office, PH 305B by the deadline date of January 23, 1998.

Dr. Tucker announced that the UCF Faculty Center for Teaching and Learning will have its opening ceremony on Tuesday, January 13, 1998 at 3:00 p.m. There will be refreshments, door prizes and entertainment. Dr. Tucker asked for the Senate's support in attendance.

Dr. Tucker also announced that the Center has distributed the Spring 1998 Master Teachers Series. Beginning the series on January 13, 1998, 1-2:30 p.m., Dr. Carol Bast (Legal Studies) will discuss "Active Learning in the Classroom." in the President's Boardroom.

The FCTL is also sponsoring a day-long workshop by Dr. Peter Seldin on Friday, January 30, in the Student Union. Dr. Seldin is an international expert of faculty development, with special expertise in the use of the "teaching portfolio." Also, on January 29, 1998, a workshop is scheduled by Laura N. Gasaway, Law Library Director and Professor of Law at the University of North Carolina, regarding "Copyright, the World Wide Web and Teaching" from 1:30 - 4:30 p.m. in the Key West

Ballroom D, Student Union.

Provost Whitehouse distributed material regarding budget processes. A detailed description and a schedule for the university budget processes review for academic year 1997-1998. He stated that during the fall semester he held four meetings. This is a revised and expanded summary of the University budget processes and timetable. He has been charged to invite suggestions for improvements from the Faculty Senate which he will report to the budget review committee. Any input needs to be reported to Dr. Whitehouse by the third week in February. He also stated that he is hosting two open faculty meetings in the president's board room Thursday, January 22, from 2:30 - 4:00 p.m. and Monday, February 16, from 3:30 - 5:00 p.m. He would like input from the Faculty Senate Budget & Administrative Procedure committee. Dr. Tucker and Dr. Cunningham will contact Dr. Charles Kelliher to set up a meeting on the budget processes.

Dr. Cunningham announced that he would like more discussion regarding the new student technology fee. Provost Whitehouse explained that it is a legislative initiative, but a UCF committee will be formed to address implementation of the fee similar to the committees that dealt with the tuition increases.

UNFINISHED BUSINESS

+/- Implementation

Dr. Fine reported that she had called Chris Labruso, Student Union Representative, and she still has not received a response. It was unanimous with the Faculty Senate Steering Committee that Dr. Fine proceed with the +/- Implementation Committee without input from the Student Government Association, although Dr. Tucker would inform Keith McDonald, President of Student Government, of our intentions..

Student Evaluation Review Committee

Dr. Tucker reported that he is serving as Interim chair of the committee. He stated that he held a meeting on December 12 with representatives from all five colleges. The committee will be studying evaluation instruments and looking at developing alternatives. Dr. Riley and Dr. Dziuban will be consulted for input.

NEW BUSINESS

Dr. Tucker reported that at the Faculty Senate meeting on January 22, 1998, Bill Merck will speak on the campus master plan, and Joel Hartman will speak on instructional technology improvement at UCF.

Dr. Tucker stated that he has reissued a standing invitation to President Hitt to attend the Faculty Senate meetings.

Dr. Tucker reminded the committee that he had distributed copies of other SUS constitutions. He asked the committee to review and consider whether anything should be incorporated into the UCF constitution. The Senate is already operating under some changes that are not official. One item of note is that USF includes distributed learning as a standing committee. Drs. Modani, Cunningham, and Tucker will review the constitution for changes where needed. He will check if area campuses are represented adequately, and adding another library senator should be taken into consideration.

Dr. Rosie Joels suggested ideas in some troublesome areas. 1) Nomination process of senators; 2) qualifications for service; 3) oversight of elections of senators in colleges; 4) write clearer guidelines.

Dr. Tucker stated that he has officially requested a faculty census which will be used in reapportionment of the 1998-1999 Faculty Senate.

Dr. Kijek asked about the policy for granting tenure credit to newly hired faculty. Hiring faculty with tenure should be voted on by the department, but typically the department is not involved in the decisions to grant a specific number of years credit. The Personnel committee needs to look into the guidelines on a policy.

Comments were made regarding spring break scheduled too early (February 23 - 28, 1998). Chair of the Academic Calendar Committee should be contacted.

The meeting adjourned at 5:15 p.m.