

## ***Faculty Senate Steering Meeting***

***January 8, 2008***

Dr. Ida Cook, Vice Chairperson, called the Steering Committee meeting to order at 4:01 p.m. Minutes from the *November 15, 2007* meeting were unanimously approved as written.

**Steering Officers present:** Drs. Arlen Chase, Ida Cook and Pamela Ark.

**Steering Committee Members present:** Drs. Daniell, Kamrath, Koons, Gunter, Orooji, Liberman, LiKamWa, Muller, Howard, and Jewett.

**Steering Members and Administrators absent:** Drs. Provost Hickey, Chopra, Pennington, Lynxwiler, and Kassab.

**Administrators present:** Drs. John Schell.

**Guests:** None

### **ANNOUNCEMENTS**

#### **Academic Integrity Week - Dr. Schell reporting**

Invitation issued to Faculty Senate members to attend these sessions: turnitin.com presentation; report on the academic integrity survey that faculty and students participated in about one year ago; the head of survey from Duke University will present information from the survey. Another presentation will outline a consideration of an XF grade that at this point is only in talking phase – an X is placed if the F is earned as the result of dishonesty. There would be mechanisms to remove the X. Dr. Schell will provide a link to another university that uses XF. There was a question on the academic integrity survey that found 72% of UCF faculty who took the survey answered with an interest in the XF option. Dr. Nancy Stanlick is coordinating the forum as part of the week's events. There may be a committee from faculty senate to take part in the forum.

Dr. Huff-Corzine commented that arbitration is a finding for a particular situation – a student may indeed not graduate if course is not offered. The faculty teaching the course must be correct person – graduate students could have taught the course. May indeed need to refer the situation to a Faculty Senate committee.

UFF has sued the BOG over the travel to Cuba. The BOG had joined suit previously on this matter.

### **OLD BUSINESS**

#### **Revisions to Constitution - Dr. Cook reporting**

Proposed revisions will be reviewed by full Faculty Senate on January 17, 2008. Constitutional revision timeline: once approved if that occurs on January 17<sup>th</sup> then the document is sent to the Provost and President; if approved, the documents are sent to faculty for vote at a called Faculty Assembly.

#### **Medical Excuse Policy**

This item was previously tabled; vote unanimous to discuss today. FS steering members determined that item should be referred to UPCC. This item will be forwarded to the UPCC then

will report back to Faculty Steering. If Faculty Steering committee members have recommendations, please send the ideas to Dr. Pennington.

## **NEW BUSINESS**

### Resolution from Personnel Committee

The resolution reads as follows:

#### **Resolution 2007-2008-5 Appointment and Evaluation of School Directors and Department Chairs**

**Whereas**, the University of Central Florida needs to create new or restructure existing schools/departments to sustain growth, productivity and excellence in education and research,

**Be it resolved**, that the Faculty Senate endorses the following guidelines for appointment and evaluation of school directors and department chairs.

All schools/departments must have an appointed director/chair.

A school/department's director/chair serves a term of five years although the appointment is renewable annually. Normally, a director/chair will not serve more than two successive five-year terms.

Each college dean, upon consultation with that college's faculty, will establish a procedure for the appointment and reappointment of directors/chairs. Except in rare occasions, college deans should not serve as directors/chairs. Departmental faculty and others the dean deems appropriate will conduct the review. Eligible voters include all tenured and tenure-track faculty, but eligibility may be extended at the college level by vote of the tenured and tenure-track faculty. College procedures require a record of the vote for appointment and reappointment.

The faculty of the school/department will evaluate directors/chairs annually. A full review for reappointment will take place during the fifth year. The dean at his or her own initiative or as a consequence of a request can institute an interim review by the department faculty of the director/chair under college procedures. After due consideration, the dean will nominate a candidate for director/chair, whose appointment is subject to approval by the provost and the president.

Appointment and evaluation of school director and department chair; this work formalizes the review process that has not been explained before in previous documents. There was concern previously when the dean is chair, serving in multiple roles. Will refer this item to full faculty senate.

### Professional Service Awards deadline

The review committee will need members from the Faculty Steering committee. No volunteers at present.

## **STANDING COMMITTEE LIAISONS REPORTS**

### B&A – Dr. Jewett reporting

No meeting at this date; anticipate a meeting later in January.

### Graduate Council – Drs. Lynxwiler and Liberman reporting

Meeting scheduled for Thursday, January 10, 2008

### Personnel – Dr. Orooji reporting

The committee has finished the resolution; currently working on faculty promotion and will then proceed to tenure. The work includes determining how many outside reviews to accept. Dr.

Chase reminded members that four years ago the citation indices would not be used in the review process. The committee is scheduled to meet on Tuesday, January 15, 2008.

UPCC- meeting in progress

Dr. Pennington is conducting the meeting today, at this same time.

#### **OTHER BUSINESS**

Dr. Schell – reminded members that equipment requests are accepted through the January 28, 2008.

Dr. Huff-Corzine – there is no action on TIP RIA SoTL agreement at this time.

#### **ADJOURNMENT**

Meeting adjourned at 4:50 p.m.