

FACULTY SENATE
Executive Steering Committee
Minutes
January 9, 2003

Dr. Michael A. Mullens, Chair, called the Executive Steering Committee to order at 4:12 p.m. Minutes of the November 7, 2002 meeting were unanimously approved.

Members present: Drs. Arlen Chase, Diane Wink, Ida Cook, Keith Koons, Martha Marinara, Consuelo Stebbins, Cynthia Young, Naval Modani, Jeffrey Kaplan, Janice Peterson, and Provost Gary Whitehouse.

Members absent: Drs. Alain Kassab and Ahmad Elshennawy.

Guests: Drs. John Schell and Lin Huff-Corzine.

ANNOUNCEMENTS & RECOGNITION OF GUESTS:

Dr. Mullens introduced Ms. Latrecia Rice as the new Administrative Assistant for the Faculty Senate. Ms. Rice comes to the Senate from the Department of Human Resources. Kathy will be retiring January 30, 2003 and a small reception is planned at the end of the Senate meeting on January 23, 2003.

Dr. Whitehouse discussed reserved funding. Will keep excess revenue until next year. Enrollment is increasing, good year for hiring faculty. Provost Whitehouse reported on finances. This year looks good, next year may not be as good. If funded, enrollment should increase.

The Provost Search Committee met on January 22, 2003. There are 10 to 15 candidates (from a larger pool) who are being more closely reviewed. The search committee will meet again January 30 and will have several candidates recommended for interview. Final candidates will be interviewed in February.

Dr. Mullens announced that the UFF (United Faculty of Florida) is still receiving signatures on the recognition forms. First issue: 1) union dues, 2) release time, 3) need forms returned. Seventy percent of the cards with signatures have been filed. The rule changes are still in place and have gone through the Board of Governors.

Question: Are we now employees of the Board of Trustees? We are public employees and no longer employees of the State. Insurance will continue at the State level.

OLD BUSINESS:

- A. Dr. Mullens reported that the Ad Hoc Committee met and discussed the relationships between centers, interdisciplinary programs, and academic departments. The Committee agreed that the Graduate Committee should recommend policies regarding the following issues:
1. Should Research Centers be responsible for academic programs?
 2. When establishing a new academic program in a Research Center, what should be the involvement of Graduate Studies, the Graduate Council and related academic departments?
 3. When moving an existing academic program from an academic department(s) to a Research Center, what should be the involvement of Graduate Studies, the Graduate Council and related academic departments? Dr. Ida Cook recommended they go to the Graduate Committee.
- B. There are 63 files for promotion and tenure. TIP and RIA are proceeding; funds will be released in late January.

Still need to discuss representation in the Faculty Senate of people occupying faculty lines who are not in academic units. There are individuals in a variety of roles who could be thus described, some of whom teach, some of whom do not.

NEW BUSINESS

Report on Faculty Senate Constitution revisions. Dr. Ida Cook reported that the committee members Drs. Naval Modani, Arlen Chase, Ida Cook, and John Schell met and made several revisions. Dr. Cook distributed draft copies of the revisions. **(Full copy available on Faculty Senate Web Page.)** Dr. Cook stated the Committee revised and entered an entire new section for the Undergraduate Policy and Curriculum Committee. They recommended at least 22 to 24 members, with an addition of seven ex-officio members.

There are recommended changes for the Admissions and Standards Committee and need feedback from Steering Committee. In Section 3.10.10 Information Technology Resource Policy Committee, change to “recommends to the Vice Provost.” In Section 3.10.11 FCTL, more revisions have been made. The Committee decided to add a new reporting committee: “University Parking Advisory Committee.” Need faculty input regarding this addition to the reporting committees. Faculty members are encouraged to suggest additional changes or modifications to the Constitution. Delete “SUS” from the Constitution and change to “University System”. Under the University five-year plan, change Dr. Frank Juge to Dr. Mike Sweeney, Vice Provost for Area Campuses.

Another issue related to Promotion and Tenure Committee since there are several non-academic units (e.g. Rosen School of Hospitality Management and School of Optics). Rotation of representation of these units is under consideration. There are changes being made to Promotion and Tenure Committee as well as the Steering Committee description. The next Steering Committee meeting should complete finalization of changes. Please review changes and send comments to Dr. Ida Cook by or before January 23, 2003. Dr. Modani spoke briefly on the history of the Faculty Constitution. Dr. Ida Cook moved to send the revisions to the Senate. Dr. Keith Koons seconded the motion.

Resolution brought forth by the Personnel Committee. After a short discussion, Dr. Ida Cook moved to send the resolution to the Senate. Dr. Keith Koons seconded the motion. The motion was unanimously approved.

RESOLUTION 2002-2003-2 Increase of RIA’s (Research Incentives Award’s)

Whereas, UCF's mission is to be a leading metropolitan research university;

and

Whereas, incentives should be mission consistent;

and

Whereas, morale and retention issues are often tied to incentives;

and

Whereas, few mechanisms exist to give incentive for outstanding performance;

Be it resolved that the number of RIA's increase.

Standing Committee Reports:

Budget & Administrative - Dr. Arlen Chase reported the committee had met in December. Discussion involved traffic and travel reimbursements. These two items will be discussed with the Personnel Committee. No resolutions at this time.

UPCC – Dr. Jeffrey Kaplan reported the committee on December 4, 2002. Four new programs were approved.

Graduate Council – No report.

Personnel – Dr. Cynthia Young reported the Committee met and discussed several issues still on their agenda. Planning to do market adjustment on faculty salary. Complaints continue regarding travel reimbursement.

OTHER

Dr. Mullens stated the problem regarding the doctoral tuition waivers has been resolved. Student Perception of Instruction forms are in the UCF Library.

Dr. John Schell reported that the American Sign Language issue has been referred to the UPCC subcommittee, which will make recommendations to the UPCC on Tuesday, March 11, 2003.

Meeting adjourned 5:30 p.m.

**Next Steering Committee meeting
Thursday, February 13, 2003**