

**Executive Steering Committee
Minutes for
March 18, 2004**

Dr. Naval Modani, Vice Chair, called the Steering Committee to order at 4:05 p.m. Motion to approve the minutes of the **February 12, 2004** minutes was made and seconded. No discussion. Approved unanimously.

Members present: Drs. Ida Cook, Naval Modani, Rosie Joels, Manoj Chopra, Dawn Oetjen, Cynthia Young, Keith Koons, Rufus Barfield and Alain Kassab.

Members absent: Drs. Diane Chase, Arlen Chase, and Robert Pennington.

Guests: Drs. John Schell, Lin Huff-Corzine, and Provost Terry Hickey.

ANNOUNCEMENTS AND RECOGNITION OF GUEST

Budget Report

Senate budget came out today. Now have three data points (House Budget, Governor's Budget and Senate Budget). May have no cuts and modest growth. Tuition increase will probably be between 7.5 and 8.5 for undergraduates, higher for graduate and out-of-state students. Looking at enrollment for Fall. May look at ways to slow growth if we do not have growth money. Will possibly limit growth to 5% vs. expected 8%. Several scenarios of options have been proposed. May have 1000 fewer students than initially expected.

Questions to Provost: Would there be any more local flexibility in spending e.g. contract such as UF and USF have proposed? This has been addressed only in regard to graduate programs. We offered to participate in contract discussions. Have heard various things about if this will or will not occur and if we can participate in discussions. We do have some additional flexibility including ability to carry forward unspent balances.

Questions to Provost: Has a policy about differential admission policies for summer and fall been addressed? Discussions have occurred about this and AA transfer policies. Legislation guarantees the AA graduate admission to one, but not a particular, university or program. Those without AA are held to basic standards.

Questions to Provost: How is BOT looking at the exit exam issue? This is still under discussion. More likely policies which will be implemented this year are block tuition initiatives and changes related to tuition for students who take excess credits. Presentation at today's BOT meeting demonstrated increased number of students in pipeline for students entering universities. May have increased need for space in universities based on current capacity.

OLD BUSINESS

None

NEW BUSINESS

Dr. Randy Upchurch spoke for the personnel committee about issues related to tenure of faculty hired to centers. Resolution reads as follows:

Resolution 2003-2004-7 Tenure Process Review

Be it known that the tenure process at UCF is intended to be a collegial process based in professional integrity.

Whereas tenure at UCF is dependent upon having satisfied the minimum university statutory requirements, according to the collective judgment of the department tenure committee, the department chair, the college tenure committee, the university-wide tenure committee, as approved by the Provost and President of the University, and as approved by the Board of Trustees,

Whereas each department sets policy and procedures for the attainment of tenure,

Be it resolved that all tenure earning faculty are to be subjected to the aforementioned tenure process and that a non-academic unit such as a center or an institute cannot grant tenure.

Approved by the Personnel Committee.

Motion to add to agenda made and seconded.

Question raised if it was any discussion about individuals already tenured in centers? No. This is for the future. Suggested that the logical progression of this would be for those who are tenured in a center would seek out a department with which to be affiliated.

Out- of- State Tuition

Dr. Wink presented a model for a *Resolution 2003-2004-8* based on that prepared for out-of-state tuition developed by Advisory Council of the Faculty Senates of Florida. Suggested this be used as foundation for a resolution which would include statement intellectual growth through additional university education of Florida citizens often occurs after achievement to final degree and statement about the number of times individual retrain (or change careers) in a lifetime. Dr. Wink will modify as suggested and sent out for further refinement by members of Executive Steering Committee of Faculty senate before the full Faculty Senate meeting next Thursday. Motion to add to agenda made and seconded.

Academic Freedom

Dr. Wink presented a model for a *Resolution 2003-2004-9* asking for inclusion of statement of support of academic freedom in the BOT documents. The resolution calls for acceptance of statements in 1949 AAUP document not or review of that statement. (Want to make it clear we are not looking for revisions to that existing document. Dr. Wink will modify as suggested and sent out for further refinement by members of Executive Committee of Faculty senate before the full Faculty Senate meeting next Thursday.

Ethics Report

Dr. John Schell reported on work of the committee. They found the use of an honor code was addressed several years ago but the decision was made at that time to adopt the UCF creed as a foundation for student behavior. Current committee has been looking at various documents that address honor code and ethics. Have found there is no statement of principles, ethics, and similar item on Faculty honor or ethical code. AAUP does have a statement of faculty ethics. Community Colleges of California has expanded on this statement. Group has decided to have an open conversation with faculty next month. Scheduled for April 14, noon, at FCTL.

Suggestion that a resolution on this topic be sent to Board of Trustees at same time as the academic freedom resolution. Dr. Lin-Corzine pointed out this topic is also included in Chapter 5 of UCF Faculty Handbook. Suggestion that this be reported at the next senate meeting. So there can be a statement from Senate as a whole that there is support of this and this can be reported to Board of Trustees.

Question if there is a parallel effort regarding student ethics? Point made that students can not be held to the creed in the Student Conduct Court. Suggested that having an honor code would be helpful to the Student Conduct Court. Academic Honesty statement from Honor's College may be model that can be used university wide.

STANDING COMMITTEE REPORTS

- **Budget & Administrative** – Dr. Cynthia Young reported.
Have been trying to get facts on complaints that it is difficult and expensive to get work done on campus by physical plant. Presentation by physical plant about mandated (by state rule/law) procedures and efforts to streamline process. It is possible to have outside contractors if rules followed. Have identified someone who will work on communication and facilitating process. Have also identified area where we can have in house teams to work on small projects.
- **Graduate Council** - Dr. Alain Kassab reported.
No report.

STANDING COMMITTEE REPORTS cont.

- **Personnel** – Dr. Randy Upchurch reported.
Resolution for Tenure Process Review was the major item. Old business will resurface for the parking committee and other related issues will be addressed next senate term.
- **Undergraduate Policy & Curriculum** - Dr. Robert Pennington reported.
No meeting last month because no agenda items. So far no agenda items for next meeting either.

OTHER

Nomination for Senate 2004-2005

(Chair, V Chair and Secretary) needed for the next senate year of 2004-2005. Drs. Ida Cook, Rosie Joels, Michael Mullens, as former chairs, and need to formulate recommendations for next meeting.

Bookstore Presentation

Bookstore presentations by Ms. Denise Berrios will occur at next Senate meeting. They have announced an incentive program for receipt of book lists by deadline. Early receipt of book lists will assist in book buy-backs and ability of bookstore to obtain more used books for sale to students. Request that we ask bookstore to provide additional information on their scholarships presented to students. Ms. Berrios will be added to the Senate agenda.

TIP Over sight Committee

Two appeals. Faculty member was in Marketing (which typically has small classes) for four years. Has just moved to a different department which typically has larger classes. Has requested he be evaluated against his prior department. Motion to approve appeal made, seconded and approved. Faculty member from Engineering Technology Department has asked that student credit hours not be the only criteria for eligibility.

Suggested that other items (e.g. off campus teaching, contact vs. FTE, assignment as course coordinator) be considered. Motion that this email be referred to committee which will look at procedures in the future made, seconded and approved. Motion that his appeal for eligibility this year is denied made, seconded and approved.

Peoplesoft

Mr. Mullens asked that there be a university response to multiple problems still ongoing with conversion to People Soft system. Suggested that faculty use Paris System in office of research to monitor grants. There have been errors e.g. charging of inappropriate benefit charges to students. Big problems are rarer in this system but can still occur. Go to Tom O'Neil or your contact in their office if there are problems. He can fix problems but you do have to examine your budgets carefully.

ADJOURNED

Motion to adjourn at 5:35 made and seconded. Approved.