

**FACULTY SENATE STEERING COMMITTEE  
MINUTES  
March 8, 2001**

Dr. Michael Mullens, Chair, called the Faculty Senate Steering Committee meeting to order on Thursday, March 8, 2001 at 4:05 p.m. The minutes of February 8, were unanimously approved.

Members present: Drs. Lee Cross, Diane Wink, Ida Cook, Lee Armstrong, Glenn Cunningham, Phillip Taylor, Diana Velez, Naval Modani, Robert Cunningham, Cynthia Hutchinson, Carol Bast, Provost Gary Whitehouse.

Members absent: Dr. Ahmad Elshennaway

Guest: Dr. John Schell

**ANNOUNCEMENTS**

- Dr. Gary Whitehouse announced that a portion of the Board of Regents will likely stay for another year. He also stated that President Hitt had held several open meetings for faculty in regard to the new transition. Dr. Whitehouse also announced that UCF- TIP and Research Incentive Program (RIP) files have been processed and awards made. There is some concern regarding the fact that some units had a very small number of faculty applying so there was very little competition. There was discussion about some departments whose faculty were not notified of the award deadlines. It was stated that letters were mailed to the department chairs and they were to notify faculty. Suggestions made about better ways to distribute the information to eligible faculty in the future. Provost Whitehouse stated he would discuss the suggestions at the next Deans and Directors' meeting. Dr. Pennington requested that data on eligibility be sent to faculty. Dr. Schell will follow up.
- The failure of some Distribution F materials not being given to faculty also discussed. All important information also given out by email and the Provost posts important announcements on Provost's web page.
- Dr. Mullens announced that Dr. Huddleston suggested discontinuing mailing any grades to students. Most now get grades through the web, but there are still some exceptions. The Steering Committee discussed it and agreed to proceed with the suggestion, but asked that the Steering Committee be notified of all changes to this effect in the future.
- Dr. Schell reported that the College of Education will need to change curriculum due to rule changes from Tallahassee which require modifications before Fall 2001. There will be an exceptional meeting of UPCC in April 2001 to address the changes. They can then continue to meet until the work is done.
- Dr. Schell stated that about one year ago Dr. Huddleston did major overhaul of administrative student judicial proceedings. It has now come to light that academic judicial processing rules need revision to bring in line. Dr. Huddleston hopes to do this in time to include in new golden rule. Dr. Cunningham noted there is a board in existence. However, Dr. Schell stated that there is a need for a board to address more of the academic issues.
- Dr. Cook suggested an Ad Hoc Committee to work on the rules. Dr. Schell recommended a Steering Committee member, an administrator and himself to discuss the conduct of faculty on how they deal with students, graduate and undergraduate students. They will present their findings to the full Senate for their review. It was moved and seconded that the Steering Committee will establish the Ad Hoc Committee. The motion carried unanimously. Drs. Schell, Leeson, Cunningham volunteered.
- Dr. Mullens reviewed meeting dates for the Steering and Senate for the end of the Senate year: Senate March 22<sup>nd</sup>; Steering April 5; New senate April 19 with presidential reception immediately after (outgoing senators invited to this reception); new senate steering meeting April 26<sup>th</sup>
- Dr. Mullens asked if it was satisfactory to allow two members of the Faculty and A&P staff Sick Leave Pool Committee chaired by Dr. Juge whose terms are up this year to serve another two years even though they are no longer members of the Senate. The Steering Committee approved their continued membership.
- Dr. Mullens announced that Drs. Kiehl and Verkler were chosen to receive the Excellence in Professional Service Award. The names will be announced on Founder's Day on April 4, 2001.
- Dr. Mullens distributed the Summary of 2000-2001 Operating Budgets with Local Fund Payroll Budgets Adjusted from C&G to Appropriate Local Fund. Total operating budget \$402,488,432. There will be less money allocated to UCF next year.
- Dr. Mullens reported that UCF is ranked 26<sup>th</sup> in enrollment nationally with 31,472 students enrolled. UCF ranked 75<sup>th</sup> in merit scholars - ranked 13<sup>th</sup> in the nation. UCF spends 11 million on Athletics, less than many schools in the state.

- Dr. Mullens announced that Mr. William Merck is exploring creating a private faculty dining area. It would probably be buffet style and located in the Student Resource Center "Crossroads" area. The Steering Committee approved the suggestion.
- Dr. Mullens announced that he and Dr. Ida Cook had attended a meeting in Tallahassee with the Advisory Council of Faculty Senates regarding the Transition Task Force. Dr. Cook is an informal lobbyist. They are looking at three areas to focus on: 1) Allowing a faculty representative on the local board of trustees. (e-mail Dr. Cook with any ideas.) FIU has their president's approval. There is currently a student regent. Prefer a Student Body president. They can vote. Met with Bob Graham on Monday. Bob Graham's petition of amendment looks like it will move forward.
- Dr. Mullens distributed Article IX on Education from the Constitution of the State of Florida. If there are any further questions regarding the transition, you can contact Dr. Michael Sweeney in M.H. 243. Dr. Sweeney is in charge of the transition and Dr. Mullens is on the committee.
- Dr. Diane Wink questioned what was UCF's planned response to violence on campus. What is the responsibility of faculty to protect themselves and the students? Is there a plan at UCF and could it be distributed to faculty? Dr. John Schell stated he would look into the issue.

## **NEW BUSINESS**

### **Standing Committee Reports**

#### **Budget and Administrative Procedures - Dr. Glenn Cunningham reporting**

The committee met last week with Ed Neighbors about the pegasus model. They have made recommendations regarding the allocation of funds going into the pegasus model so there is a maximum number of dollars going to the level where teaching occurs.

The committee plans to forward a report to the Steering Committee for their review and if approved, would forward to the Provost.

#### **Graduate Council – Dr. Cynthia Hutchinson reporting**

##### **Graduate Course Review Subcommittee – Libby Mustaine, Chair**

Acted on a variety of course action requests. Approved the new organization for the Ph.D. in mathematics. They went to a peer mathematics track, and an applied mathematics track. Approved a M. Ed. and a M.A. in Early Childhood Education, and a graduate certificate program in middle level education for the College of Education.

##### **Policy and Procedures Subcommittee – Steve Goodman, Chair**

Working on cleaning up the catalog language regarding the composition of dissertation and thesis committees. Current catalog language is vague at times, and the Office of Graduate Studies is constantly getting calls regarding who is eligible to serve on committees, and who's eligible to chair them. We have the revised language for the Steering Committee to review. The Subcommittee's feeling is that they are not creating new policy, but simply clarifying things. If this is the case, this should not have to go before the full Senate for approval. However, we will leave it to the Steering Committee to judge whether this represents policy change.

##### **Appeals Subcommittee – Jeff Harrison, Chair**

Finalized criteria for the new Graduate Student Mentoring Award and the revised Graduate Teaching award. Selected the winner of this year's University Graduate Teaching award.

#### **Undergraduate Policy and Curriculum Committee – Dr. Robert Pennington reporting**

The committee will meet again on April 17, 2001. The issue about faculty evaluation has been tabled until the Faculty Center for Teaching and Learning has a new Director.

Dr. Haven Sweet, Associate Dean, College of Arts and Sciences, reported to the UPCC on a proposal regarding Interruption of Residency requirement. The University requires a student complete a minimum of 30 hours residency at UCF. This requirement is never waived. However, there is also a policy that students cannot take courses at another institution during their last 30 hours at UCF. This "Interruption of Residency" policy has never been enforced, and no student has ever been denied. Dr. Sweet stated the problems with this issue. The last 30 hours are always granted, so why have the policy if it is always waived? Dr. Sweet had proposed two resolutions which were discussed by the Steering Committee. It was decided to continue this issue at the April meeting and if needed, it could be continued with the new 2001-2002 UPCC members.

**Personnel** – Dr. John Leeson reporting

The committee proposed forwarding three resolutions. 1) Mentoring, 2) Senior professors, 3) Twelve Day Rule in the Faculty Handbook.

Dr. Glenn Cunningham stated that mentoring should be a part of faculty responsibility. After discussion on mentoring, the Steering Committee concluded that no resolution was necessary, and no action on the issue will be taken.

The Personnel Committee polled the faculty and the majority of faculty stated that an reward would be better received. The Steering Committee discussed merits and the possibility of such an honor award. It was concluded to send the proposed resolution to the next Faculty Senate meeting on Thursday, March 22, 2001 for discussion. The Steering Committee concluded the Twelve Day Rule topic that this was not a resolution. It was moved and seconded that it should be returned to the Personnel Committee for a recommendation to the Provost. It was unanimously approved.

Dr. Taylor will be retiring from the Faculty Senate after 30 years of service. A motion was made and seconded to acknowledge Dr. Taylor's long service as a UCF Faculty Senator and member of the Faculty Senate Steering Committee, and for his assistance as an able parliamentarian. This resolution was approved unanimously.

Meeting adjourned at 5:52 p.m.