

*Faculty Senate Steering Committee Meeting*  
**November 6, 2008**

Dr. Manoj Chopra, Faculty Senate Chair, called the meeting to order at 4:03 p.m. The roll was circulated for signatures. The minutes of October 9, 2008 were approved as recorded by unanimous vote.

**Steering Officers Present:** Drs. Chopra, Cook, Jewett, and Chase.

**Steering Committee Members Present:** Drs. Carson, Covelli, Gause, Kamrath, Kassab, Kaufman, Kovach, Leigh, LiKamWa, Lynxwiler, Nutta, Pennington, and Quigley.

**Administrators Present:** Drs. Diane Chase and Alison Morrison-Shetlar.

**Steering Committee Members Not Present:** Drs. Belfield, Daniell, Gunter, and Koons,

**Recognition of Guests:** None present.

**Announcements**

University reserves and active accounts have been placed in accounts that pay more interest.

UNF President Delaney has been named the President in Residence of the SUS, and is serving as interim chancellor.

Dr. A. Chase reported that there will likely be no returns on any endowments out of the Foundation for the next two years. Dr. Pennington asked how this will affect endowed chairs. No information is currently available.

Dr. D. Chase reminded faculty that book orders are due November 14<sup>th</sup>.

**Old Business**

None.

**News Business**

Provost's Update – Dr. Diane Chase reporting

There will be a change to the university email system change so that all official email will go to an account with ucf.edu suffix. This is being implemented because some faculty have not been receiving official correspondence. Students will be encouraged to use Knight's Mail for official school business, but it is not mandatory.

Constitutional Changes – Dr. Ida Cook

Two reporting committees, the University Athletics Advisory Committee and the Faculty Center for Teaching and Learning Advisory Committee, are examining their charges and interested in making changes. Currently, revisions to reporting committee missions require constitutional changes. Most other faculty senate constitutions in the state are set up more efficiently, in that committee charges and other details are included in bylaws. Dr. Cook proposes examining the

possibility of revising UCF's constitution to include bylaws to allow committee details to be changed more efficiently.

Motion made to establish an ad hoc committee to review the constitution with the aim of making it more basic and adding bylaws. Motion seconded and approved unanimously. A call for members was made. The members will be Drs. Cook, A. Chase, Pennington, Jewett, Gause, and Leigh. Reporting Committees will be asked to look at their charge and, with Faculty Senate input, make suggestions for revisions. Some committees are not active and should be encouraged to meet.

### Engagement Graduation Requirement Initiative

A draft of the proposed Engagement Graduation Requirement Initiative was circulated to some colleges and focus groups, and met with some resistance from the faculty. Dr. Chopra provided an overview of the proposal, which involves ensuring that all students have an engagement experience before graduating. This is a faculty-driven effort that came about after UCF had a low score in engagement on a National Student Engagement Survey. Eighty percent of students are already involved in some sort of engagement activity. Committee members relayed comments from college and department meetings. Some department chairs are concerned about implementing this during difficult financial times, as there will not be additional resources provided. The proposal allows departments to come up with engagement activities but they would be reviewed and approved by a Council, and some object to this and feel that the reviews should be done at the college level.

Discussion of the proposal followed. The establishment of a Council would appear to create a top-down setup, rather than the bottom-up one that was intended. It was suggested that the proposed Council's duties might be handled by the existing Undergraduate Common Program Oversight Committee rather than forming a new council. Because the proposal requires that the engagement activity be credit-bearing, this could add to the credits required for graduation. The question was raised of whether this type of program is better suited for a small liberal arts college. A suggestion was made that the Strategic Planning Council may wish to discuss how to align this with UCF's goal of being a major research university.

Concerns were raised about the eventual increase in workload that may occur if the engagement requirement becomes part of assessment. A question was raised about whether this is elitist in some ways, as some students (honors student, for example) will automatically meet the requirement while others would have to spend additional time and money to do so. This would particularly impact low income and working students. Many present voiced the position that engagement is worthwhile but should not be required for graduation. Students should be allowed to tailor their own studies within reason, and departments should have the last word on whether they want to participate in an engagement initiative.

### **Standing Committee Reports**

Dr. Chopra requested that Steering liaisons encourage the chairs of the Personnel and Budget and Administrative Committees to be more active and move their agendas forward.

Personnel – *Dr. Leigh reporting*

The committee has completed revisions to the Appointment and Evaluation of School Directors and Department Chairs resolution, but the committee chair has not yet forwarded it on to Steering.

Budget and Administrative Committee – *Dr. LiKamWa reporting*

The committee has not met yet.

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

The committee will meet on November 18<sup>th</sup> and discuss items forwarded from the Academic Calendar Committee regarding final exam policies.

Graduate Council – *Dr. Kassab reporting*

The Appeals and Awards Committee is meeting to review petitions. The Program Review Committee is developing a template for the review of PhD programs. The Policy Committee is reviewing the Graduate College's forms and is reviewing the graduate catalog, including the way that research hours are defined.

**Other Business**

Dr. Chopra reported that other senates in the state have union reports at their meetings, and asked if UCF should do the same. The committee agreed that a union representative should be invited to present when there is information they wish to relay. Reports should be informational only.

In the absence of any agenda items or business from steering or the standing committees, a motion was made to cancel the November meeting of the full Senate. Motion seconded and approved.

**Adjournment**

Motion to adjourn was made and seconded. The meeting adjourned at 5:12 p.m.