

University of Central Florida
Faculty Senate Executive Steering Committee
MINUTES
Thursday November 8, 2001

Dr. Michael Mullens, Chair, called the Faculty Senate Executive Steering Committee to order at 4:04 PM. Minutes of the October 18, 2001 were unanimously approved.

Present: Drs. Stephen Goodman, Diane Wink, Ida Cook, Glenn Cunningham, Keith Koons, Martha Marinara, Naval Modani, Cynthia Hutchinson, Ahmad Elshennawy, Ola Nnadi, Carol Bast, and Provost Gary E. Whitehouse.

Absent: Dr. Rufus Barfield

Guest: Dr. John Schell

ANNOUNCEMENTS:

Dr. Michael Mullens announced that SACS has asked to delay its visit by one year - to 2004. This is because they have new procedures and policies currently under discussion.

Provost Whitehouse announced that there would be an additional session of the legislature sometime after Thanksgiving. It is expected they will not take back carry forward funds and may free up extra institutional revenue amounts. UCF plans to continue to be conservative since true state of budget and revenue are not known. Dr. Whitehouse thanked the Faculty Senate for their support in this process. Unit raises, based on merit, will take effect as of November 1, 2001. Those not in unit, including some department heads who also teach, will not receive a raise if their salary is over \$90,000.

A question was raised regarding the legality of paying less than amount stated in contract for teaching summer courses. Provost Whitehouse stated that he did not think that would be allowed for full time faculty who teach in summer. There is a formula in contract for summer pay and there is also a statement that regular faculty should be offered the opportunity to teach summer courses first.

Dr. Naval Modani raised the question regarding senators on UCF Faculty Senate not being obligated to hold class on Thursdays from 4:00 p.m. to 5:00 p.m. A reminder will be sent out to the deans.

Dr. Mullens stated that a large number of absences were noted at the last Senate meeting. There have been some instances where senators have not attended a single meeting this semester. It was stated that without proper representation from the colleges/units, collegial government could die at UCF. Approaches used in the past were to go to faculty member first and then the chair. Another concern is that some departments have not thoughtfully elected representatives, which makes it difficult to have continuity and faculty experience on the five major standing committees. It was suggested that tenured

faculty would be best suited to serve as chairs of these committees. Suggestions were made to send letters to the Dean's and/or have a discussion at the next Faculty Senate meeting regarding this issue. It was also suggested that this concern be taken to the college level meetings. A suggested solution is for the Committee on Committees to continue (as was done this year) to assign committee membership with both senior/experienced committee members and junior/less experienced members. Volunteers from the Steering Committee will forward letters or discuss these issues with their college deans.

College of Arts and Sciences -- Dr. Glenn Cunningham

College of Engineering and Computer Science -- Dr. Michael Mullens

College of Health and Public Affairs -- Drs. Diane Wink and Carol Bast

College of Business Administration -- Dr. Stephen Goodman

College of Education -- Dr. Cynthia Hutchinson

NEW BUSINESS

Standing Committee reports

Budget Committee: Dr. Glenn Cunningham reported the committee held two meetings and have been discussing budget items with Drs. Ed Neighbor and Bill Merck. There are several concerns regarding summer school and space.

Undergraduate Policy and Curriculum Committee: Dr. Bast reported the committee has addressed many program changes, certificates, new tracks and minors. The committee discussed concerns regarding the new procedures that are not being followed by the colleges/units. At the last meeting they had to table two requests where documentation was not provided.

No policy resolutions were discussed.

Dr. Bast also reported that Dr. Sweet has asked for a possible change in the last 30 hours in the residence rule because so many waivers are being issued. This will be discussed further at the next meeting.

A question was asked if the UPCC are making good critical reviews of new programs. Dr. Bast stated that some good questions are asked, but many new members are still learning. A suggestion was made that there be some orientation at the start of fall semester to help new members understand goals and processes of committees, SACS requirements, etc., senate liaisons could assist with this issue at each of the Standing Committees.

Graduate Council: Dr. Stephen Goodman reported on the three subcommittees.

Policy and Procedures Subcommittee: This subcommittee has been following up on items from last year. Graduate Certificate programs, developing reporting device. The thesis committee will be cleaning up some of the language. No policy issues were discussed. There is a possible resolution coming forward on periodic review of graduate programs on a five-year basis. They are also researching other universities in this regard.

Appeals Subcommittee: Dr. Goodman reported that there were no appeals so far this semester from the Appeals subcommittee.

Course Review and New Programs subcommittee: The subcommittee has graduate certificates to review and a PhD program in process. They may have a resolution on periodic review of graduate programs.

Personnel: Dr. Elshennawy reported a meeting was scheduled for next Tuesday at noon. A resolution has been in discussion and may be ready on Tuesday. Since there will be no meeting before the Faculty Senate meeting this month, it was agreed by the Steering Committee that Dr. Elshennawy could e-mail the resolution to the Steering Committee for review before the Senate meets on Thursday, November 29th.

OTHER:

Dr. Mullens distributed articles from the Chronicle of Higher Education regarding tenure review and parenting. Should new parents be given extra time for earning tenure. Dr. Whitehouse stated that at present UCF has no formal policy on this issue. It was agreed to forward the proposed resolution from AAUP to the Personnel Committee for review.

Dr. Mullens brought up the subject of secretarial support coming from the Faculty Senate office for the Undergraduate Policy and Curriculum Committee. It was discussed by the Steering Committee that this particular committee has a large amount of material needed to complete the workload with an overload of responsibility. Dr. Bishop's office provides support for the Graduate Council. Is it possible for another office to take over the UPCC responsibility from the Faculty Senate Office? Dr. Bast stated that the Undergraduate Course Review Committee is also in need of secretarial support. Dr. Dee's office was in charge of secretarial support for this committee, but has now transferred the responsibility to the chair of the committee. Provost Gary Whitehouse and Vice President John Schell stated they would consider discussing this issue further and inform the Steering Committee of a possible solution.

SENATE AGENDA FOR NOVEMBER 29, 2001:

Agenda for next Faculty Senate meeting

Presentation by Dr. Charles Dziuban on Student Perception of Instruction

Presentation by Dr. Michael Deichen on Anthrax and Smallpox

Potential resolution from Personnel committee

Meeting adjourned at 5:10 PM