

M E M O R A N D U M

**TO: Faculty Senate Steering Committee**  
**FROM: Jeffrey W. Cornett, Secretary**  
**DATE: November 16, 1992**  
**SUBJECT: Minutes of meeting November 12, 1992**

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Chair, Dr. Glenn Cunningham, called the meeting to order at 4:05 p.m. Steering Committee members present were Drs. Armstrong, Cornett, Gupton, Leckie, Modani, and Wood. The minutes of October 15, 1992 Steering Meeting were unanimously approved.

**OLD BUSINESS:**

Dr. Cunningham discussed the probable necessity of additional Steering Committee and also Faculty Senate meetings in 1993. This is due to the complex nature of the Senate Committees' work, adjustments to the new Constitution, and the likelihood of most committees finishing their work in February. Dr. Cunningham will check on possible dates as soon as possible so members can reserve the dates on their calendars.

Dr. Cunningham and Dr. Armstrong discussed the progress of President Hitt's Inauguration and indicated that cooperation has been exceptional. Dr. Cunningham asked Dr. Armstrong to make certain that people visit various activities so that all participants are reinforced for their work.

**NEW BUSINESS:**

Dr. Schell, Chair of the Undergraduate Policy and Curriculum Committee, sent Dr. Cunningham a memo that his committee has approved the BFA in Theater program. Dr. Cunningham reviewed the Constitution regarding program approval and indicated that it was the intent that the Steering Committee and the Faculty Senate as a whole would not review the decision of Dr. Schell's committee. Dr. Modani stated that it was the intent that the faculty senate chair would serve as the conduit through which the work of the committee would flow to the administration. Dr. Modani moved and Dr. Leckie seconded that all new program approvals from the Undergraduate Policy and Curriculum Committee would be filtered through the Chair of the Faculty Senate to the administration. The motion was unanimously approved.

An off-campus faculty member had initiated a request for review of the promotion and tenure guidelines for off-campus faculty to Dr. Cunningham. A copy of the University of South Florida Regional Campus Academic Operating Guidelines for off-campus faculty was distributed. Considerable discussion followed. Dr. Cunningham has turned the request over to the Personnel Committee on the problems associated with variable expectations.

Chair evaluation procedures for each college was discussed. It was apparent that there were considerable differences in the procedures and the topic of concern was whether or not each procedure met the intent of Faculty Senate Resolution 1990-1991-8. It was emphasized that the resolution in 1990-1991 allows for college differences and that the Faculty Senate does not desire to make all the procedures uniform. The importance of the centrality of departmental evaluation of chairs was emphasized repeatedly. Dr. Cunningham will meet with Drs. Astro and Juge to highlight

concerns as soon as possible so that there will not be a slow down in the review processes.

Dr. Cunningham stated that an ad hoc subcommittee on Constitutional revision needed to be formulated. It was moved and seconded that Drs. Cunningham, Modani, and Cornett serve as this committee. The revisions will be brought before the Steering Committee and Faculty Senate in time to meet the thirty-day publication deadline for the spring faculty assembly.

A letter from Dr. Hitt on the University Master Planning Committee was reviewed. Dr. Wood suggested that in addition to environmental expertise from the faculty, that aesthetic expertise be included as well. This issue will be referred to the Constitutional Review Committee and will be discussed at a future Steering Committee meeting.

The meeting was adjourned at 5:22 p.m.

Respectfully submitted,

Jeffrey W. Cornett, Secretary