

## MEMORANDUM

**TO:** All Faculty  
**FROM:** Richard D. Tucker  
Chair, Faculty Senate  
**DATE:** November 7, 1997  
**SUBJECT:** **Faculty Senate Meeting - October 23, 1997**

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The meeting was called to order by Dr. Richard Tucker, Chair, at 4:10 p.m. The roll was circulated for signatures. The minutes of September 25, 1997 were unanimously approved.

### **ANNOUNCEMENTS AND RECOGNITION OF GUESTS**

Dr. Tucker recognized guests Drs. Frank Juge, Kathryn Seidel, Denise Young, and Chris Labruso. Dr. Tucker introduced Mr. Mark Eckhart, new manager of the UCF Bookstore. He comes to UCF from the University of North Florida. He also introduced Professor Chuck Abraham, from the Art Department. Professor Abraham is replacing Professor Rob Reedy who has resigned from the Senate. Professor Reedy is taking administrative leave from his position as chair of the Art Department in the spring of 1998.

Provost Whitehouse was welcomed back from his vacation in Greece and Turkey. Dr. Whitehouse reported on the legislative visit from the Board of Regents. They were impressed with the report on the I-4 corridor partnership. They found that the University of Central Florida was most impressive. He also reported that President Hitt had attended a Board of Regents Strategic Planning Committee meeting in Tallahassee. Consideration of expanding at other area campuses was discussed, and plans for accommodating large numbers of students expected to enroll in the State University System in the near future. Dr. Hitt's two plus two proposal was received positively.

Provost Whitehouse reported that the Daytona Beach Director's position is open. The Search Committee has received at least 100 applications and he expects the total to exceed 200 applicants. He also stated that he has received notice from the Board of Regents on the approval for the Clinical Psychology Ph.D. Program. The BOR gave very positive statements regarding the program, and the implementation can begin with normal internal approval.

Provost Whitehouse reminded the Senate that Chancellor Reed had resigned and will take a new post as head of the California University State System. A committee has been formed to begin a search for his replacement. The process will not be in the "Sunshine" until the finalists are forwarded to the BOR. Dr. Whitehouse also announced that Vice President LeVester Tubbs from Student Affairs has resigned. A committee to consider his replacement will be formed shortly. Representatives will include people from student government, the faculty, and Academic Affairs.

Dr. Tucker recognized Student Government Chief of Staff, Mr. Chris Labruso. Mr. Labruso announced that the Student Government Association's budget allocations have been made to improve study areas on campus. The new computer lab in the Student Union was funded by the SGA and has 39 work stations, graphics, scanners, jet printing, etc. They have several group study areas and are asking for input on what is needed at the colleges.

Dr. Tucker announced that he and Dr. Modani had attended the Advisory Council of Faculty Senates meeting held on October 17, 1997. Of the ten universities in Florida, nine sent representatives. Dr. Tucker stated that UCF is considered a leader in studying plans to alleviate growth problems. Dr. Modani collected eight copies of revised constitutions from the other institutions. These will be studied in preparation for changes to the UCF constitution. Sustained Performance Evaluation drafts were also collected from the SUS and will be forwarded to the Steering Committee for their review.

A consultant to the UCF Foundation, Joel Bagby, will meet on Wednesday, October 29, 1997 at 2:30 p.m. in Phillips Hall Conference room 206. He wants to meet with members of the Faculty Senate to discuss the implementation of a capital campaign for UCF.

Dr. Tucker announced that the UCF Bookstore was now under new management by Barnes and Noble College Bookstores, as of October 1, 1997. The management is asking assistance of the Faculty Senate for an advisory committee. Mr. Mark Eckhart, Manager, asked the Senate for help in forming an advisory committee with representatives from all colleges. Representation would consist of three members from Arts and Sciences; one each from the other four colleges; two office managers, one from A&S and one from the other colleges; a representative each from the Provost's office, Distributed Learning, and the Library. An organizational meeting will be held the week of November 17, 1997. At this time no representatives will be needed from the area campuses; they handle their own book requests. The Senate agreed that this will not be a reporting committee at this time, although it may be at a later date. Mr. Eckhart offered his assistance and collaborative efforts.

Dr. Cook asked about a rumor regarding secretaries being taken out to lunch from other bookstores in the area. She stated that the secretaries had been discouraged from accepting these gifts. Dr. Tucker pointed out that such gifts are illegal. Dr. Cook responded that she felt competitiveness was healthy for all concerned, students and faculty. Mr. Eckhart added that the pricing information was shared with other bookstores in the area, and Barnes and Noble will have competitive prices; they guarantee the lowest prices to UCF students. They don't want to give students any reasons to go elsewhere. One incentive to purchase from the UCF Bookstore is that 10% of sales go to UCF. Also, the book order forms are only intended for the UCF bookstore. Dr. Kijek asked if the early book return problem would be solved. (Books were returned to the publishers before some students could buy their books.) Mr. Eckhart assured the Senate that this would not happen again.

Dr. Tucker announced that he is still looking for nominations for college grand marshals and faculty representatives for Fall Commencement on December 20, 1997. He has received a memorandum from the Registrar's Office requesting the names; the deadline is set for November 19, 1997. This is an opportunity to honor faculty, including those who have retired from the University. Please get your recommendations in to Dr. Tucker as soon as possible.

Dr. Tucker also announced that February 2, 1998 is Leadership Week. Dr. Tucker is representing the Faculty Senate on the planning committee.. Faculty leadership award nominations are being sought.

### **OLD BUSINESS**

Dr. Juge reported that the Sustained Performance Evaluation report has been sent out through e-mail, and hard copies are also available. The committee elected not to have a chair and Dr. Juge will serve as "organizer" for the committee; he is only an ex officio member. The report reflects the language of the collective bargaining agreement. Sustained Performance Evaluation procedures will be reviewed annually. If funds need to be allocated next year, new procedures will be developed. The intention is for all reviews to occur in the Spring of 1998. Dr. Juge and Dr. Whitehouse emphasized to the Faculty Senate that all input would be appreciated. The Committee will finalize the draft and Dr. Whitehouse will make the final decision. Dr. Tucker stated that if anyone wants to peruse the drafts from other SUS institutions, you can call him to see copies.

Dr. Whitehouse stated that he thinks PEP, TIP, and possibly SPE will be funded next year. Dr. Christodoulou explained the difficulties in evaluating former administrators who have become eligible for these awards. Dr. Juge replied that the administrators' records while in that capacity should be used. Also, evaluation from superiors should be taken into consideration. Dr. Whitehouse invited all to attend two open meetings where these guidelines will be discussed, and other current items of interest to the faculty. The open meetings will be held on Wednesday, October 26, 1997 at 3:30 p.m. and November 6, 1997 at 2:45 p.m. in the President's Board Room.

Dr. Fine reported on the plus/minus grading policy. She has received a report from Computer Services with different computations on the impact of the plus/minus grading. The Student Union Legislative Review Committee meets this Monday. Student Government will study and forward its consideration to the Committee.

Dean Seidel reported on the General Education Oversight Committee. The Committee meets every two weeks reviewing courses submitted to meet diversity requirements for the GEP and general graduation requirements. A brochure on the LINC (Learning in Communities) was distributed. Dean Seidel explained the LINC process at UCF. LINC students are those who take two or more General Education courses together. The LINC concept involves faculty working together to integrate the material within their individual courses so that the information presented in one class is reinforced and enriched by the subject matter in another. The program will present 24 linked courses in spring 1998. Dr. Kathleen Bell has been appointed director of the program.

Dr. Tucker reported that Dr. Karen Smith, Director of the Teaching and Learning Center, hosted a workshop at UCF October 10, 1997 on Faculty Development. The issue of evaluation of faculty drew much interest and may help in forming a committee for reviewing the student evaluation forms.

### **Standing Committee Reports**

#### Undergraduate Policy and Curriculum Committee

Dr. Michael Mullens, Chair, reported that they have five major items of business to work out. He has divided the committee into teams to study the different concerns. Their next meeting is set for November 18, 1997.

#### Graduate Policy and Curriculum Committee

Dr. Linda Malone, Chair, reported that they had met on October 16, 1997. The committee will consider issues on restricting or limiting state employee waivers and the graduate program coordinator position. A subcommittee will meet shortly with Academic Affairs. Other considerations include dual use of courses in undergraduate and graduate levels; restructure of the GPCC and the Graduate Council. They will consider a possible resolution at their next meeting scheduled for November 13, 1997. Dr. Tucker stated that Dr. Stullenbarger is chair of the Provost's new Graduate Education Committee.

#### Budget and Administrative Procedures Committee

Dr. Charles Kelliher, Chair, reported that the committee will meet with Dr. Ed Neighbor on Monday, October 27, 1997 regarding budget, and with Mr. Mark Roberts next month regarding procedures related to the dismissal of USPS employees.

#### Personnel Committee

Dr. Glenn Boreman, Chair, reported on two resolutions the Steering Committee forwarded to the Faculty Senate for consideration.

#### **RESOLUTION 1997-1998-1**

**Whereas,** The TIP and PEP awards were created to reward sustained faculty accomplishments, and the authority exists to reapply TIPs and PEPs from those faculty who have retired or otherwise left UCF;

**BE IT RESOLVED,** That available TIP and PEP funds for the current year be awarded to selected faculty applicants, and that the eligibility criteria as outlined in the applicable collective bargaining agreement for such selection be followed.

#### **RESOLUTION 1997-1998-2**

**Whereas,** The faculty have expressed concerns regarding liability insurance, and workers compensation issues while on travel related to university business;

**BE IT RESOLVED,** That written notification should be distributed as soon as possible to all faculty and staff by memorandum from appropriate university administration regarding current UCF policies, including both compensated and uncompensated travel situations.

The two resolutions were passed without dissent. Meeting adjourned at 5:07 p.m.