

M E M O R A N D U M

TO: All Faculty Senators
DATE: Thursday, October 23, 2006
FROM: Dr. Manoj Chopra
Chair, Faculty Senate
SUBJECT: Faculty Senate Meeting on Thursday, October 26, 2006

[Senate Meeting Agenda - October 26, 2006](#)

1. Call to Order
2. Roll Call
3. Minutes of *September 28, 2006*
4. Announcements and Recognition of Guests
5. Old Business
6. New Business
 - Conflict of Interest - Dr. M.J. Soileau
 - Intellectual Property of Faculty Notes - Dr. Bob Pennington
7. Standing Committee Reports
 - Budget & Administrative - Dr. Bernadette Jungblut*
 - Graduate Council - Dr. Aaron Liberman*
 - Personnel - Dr. Jeff Kaplan*
 - Undergraduate Policy & Curriculum - Dr. Bob Pennington*
8. Other

Faculty Senate Meeting

September 28, 2006

Dr. Manoj Chopra, Faculty Senate Chair, called the meeting to order at 4:10 p.m. The roll was circulated for signatures. The minutes of *April 20, 2006* were unanimously approved with minor changes.

RECOGNITION OF GUEST AND ADMINISTRATION

Dr. Chopra introduced guests Drs. John Schell, Lin Huff-Corzine, Cynthia Young, Pamela Kirby and Alison Morrison-Shetlar.

ANNOUNCEMENTS

Dr. Chopra announcements

- Manoj Chopra noted that Joel Hartmann was invited to the Faculty Senate Steering Committee meeting and discussed a number of issues from faculty regarding problems with WebCT and campus internet access.
- There was a Board of Trustees meeting today. There is an on going discussion related to the roles of the BOG and BOT - and the relationship with the state legislature.
- Council of Faculty Senate Chairs - Ida Cook and Arlen Chase are attending in Tallahassee, Florida.
- November 1st - Florida Senatorial Debate / Senator Bill Nelson and Congresswoman Katherine Harris will be held at UCF.
- College of Medicine Dean Search is narrowed down to four (4); will be on campus next week for second round of interviews; open sessions: 9:30-11:00 Monday, Tuesday, and Thursday in Student Union (rooms not specified).
- Congratulations on a tentative agreement on the contract negotiations. Rich Gause stated the Ratification vote will take place in the Library on Tuesday/Wednesday 11:30 - 6:30. Faculty can also vote online as an absentee ballot.

Dr. Chase, Past Chair and BOG rep.

No report. Dr. Chase is in Tallahassee attending the ACFS meeting.

Provost Hickey's Remarks

No report.

Student Government Homecoming Community Involvement - Demetra Pappas, Director

The SGA representative of the Homecoming Executive Board for Community Involvement is currently looking for judges for the following activities: Chalk on the Walk, Spirit Banner, Skit Knight, Parade (floats) and UCF King & Queen. The Committee needs the support of all faculty, staff and alumni to have a successful event. The theme for this year is "Heroes Unleashed" on October 27th- November 4th. Flyer was distributed to all Faculty Senate members. She would like to see faculty come out to support all the events for homecoming. If you are interested in participating, please contact Carlos Diaz - Judges and Awards Director at hcjudges@mail.ucf.edu or Demetra Pappas at hccommunity@mail.ucf.edu

OLD BUSINESS

NONE

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NEW BUSINESS

Resolution 2006-2007 -I Make up exams- Dr. Chopra

The Steering committee has sent forth this resolution that deals with fair treatment of students. Dr. Chopra reads the resolution as follows:

RESOLUTION 2006-2007-1 Makeup Exams

Whereas, the faculty of the University of Central Florida are dedicated to creating a supportive environment in which its students can learn, and

Whereas, the faculty of the University of Central Florida recognize that student learning can occur in a variety of settings, and

Whereas, the faculty of the University of Central Florida actively seeks ways in which to assure that such learning occur in a fair and equitable manner,

Be it resolved, that the Faculty Senate of the University strongly supports the university policy that requires that each faculty member make fair and reasonable effort to assure equitable opportunities for students to make up academic work that is missed for officially-sanctioned and documented absences.

Motion was made to approve this resolution, discussion followed. Dr. Chopra invited Dr. Cynthia Young to address the Senate and answer any questions. Clarification was requested on several items. This included the following:

- Whether there has been an actual problem with students making up exams?
 - Yes, there have been many cases where faculty has not allowed students to makeup exams. She would like to inform faculty that this is a university policy.
- Whether this policy has any effect on online classes?
 - Can be discussed between faculty mentor and the student.
 - Testing and grading scale should be equivalent to what is available to other students in the class
- Where can make-up tests given?
 - UCF is looking at the creation of a UCF Testing Center
- What happens if a professor or department does not follow this policy?
 - It is liable for a grade appeal.
- Whether or not this process is fair in terms of students who are absent but not on official university business?
 - This policy only covers absences due to university business.
- Why do we need a resolution if this is already UCF policy?
 - Passage of the resolution would provide information about the policy and to allow the Faculty Senate to endorse the policy.

Motion was made seconded and approved with one abstention to support the existing policy with the following changes.

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The resolution was passed with the following changes:

RESOLUTION 2006-2007-1 Makeup Exams

Be it resolved, that the Faculty Senate of the University of Central Florida strongly support the university policy 4-401 that requires that each faculty member make fair and reasonable effort to assure equitable opportunities for students to make up academic work that is missed for officially-sanctioned and documented absences.

NSSE Results - Drs. Schell and Lancey

Dr. Schell presented the Senate with a brief history of NSSE. The University had been attempting to obtain an adequate survey of student engagement in NSSE research of the last year. Today's presentation provided a broad overview of the NSSE survey results. There are two reasons for this survey, 1) prior research indicates that at least at the undergraduate level the amount of engagement with one his or her education is a great predicament for the students' success. So, we are very interested in engaging our students in various ways with their education. 2) NSSE is becoming a very strongly recognized as the standard national measure for successful undergraduate education. A month ago a major national organization had suggested that NSSE become a traditional or conventional way that universities throughout the country compare scores for student engagement.

Dr. Lancey presented a brief overview of the NSSE and FSSE results for 2004-2005. These will be compared with peer institutions and doctoral-intensive colleges to determine areas for improvement. In answer to a question about the timing of the survey, Dr. Lancey indicated that all NSSE participations take the survey in February. Dr. Schell commented that there will be another Summer Conference Section at FCTL to examine these NSSE/FSSE data (similar to what was studied last).

Faculty made suggestion concerning the types of questions were included in the survey i.e.: classroom space and equipment; parking problems; smart classrooms; being able to access the internet in her classrooms, etc. Others are also concerned about students don't understand what we are asking them in the survey - e.g., prompt feedback. Those interested in the Summer FCTL conference may contact Dr. Schell or Dr. Morrison-Shetlar.

STANDING COMMITTEE REPORTS

- ◆ B&A Procedures Committee report - Dr. Jungblut
Committee has met and is working on the RFP for Undergraduate Teaching Equipment; meeting with the bookstore representatives in early October to learn more about the bookstore situation; and other faculty concerns raised at the August Faculty Senate meeting.
- ◆ Graduate Council and 3 sub-committees report -Dr.Liberman
Committees are setting their meetings and agendas. One issue for GC is the conflict of interest/dual relationships between faculty and students. Jana Jasinski will once again chair the Appeals Committee.
- ◆ Personnel Committee - Dr. Kaplan
At the next meeting, will discuss the P&T issues and retirement/tax sheltered annuities.

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- ◆ UPCC and UCR subcommittee reports - Dr. Pennington:
 - There was a discussion on the copyrighting of notes by Sherlocknotes.com website where individuals are being hired by the company to retrieve class notes, PowerPoint and exams from faculty classes. The notes are being sold on the company website with its own copyright. The Committee will meet with the UCF General Counsel for recommendation in regards to the selling of those notes as copyrighted by that company. One suggestion is that faculty should copyright all of their notes in the future with the symbol. Dr. Chopra commented on an insert in *The Future* dated 2-23-06 titled "Note Taking Company May Tread on Golden Rule". There are a couple issues with this encroaching on the golden rule.
 - UPCC met in September, and the next meeting is scheduled in October to discuss Women's Studies Minor modifications; College of Science - meeting their Foreign Language requirements; New Events Management degree in Rosen College. Dr. Stacey Dunn is the new chair for UCRC and the next meeting is October 3rd. Additional meetings for UG program review - to meet the catalog deadline; get changes and new programs through the process - for a December deadline.

OTHER

UCF F & A and Travel department issues - Dr. Watkins

Concerns were expressed about the inconsistencies in F&A with travel and study abroad procedures. There have been difficulties about the F&A support unit's responsiveness to department and faculty needs at UCF. A question was asked regarding when department chairs are evaluated. Dr. Huff-Corzine commented that each department is to be evaluated each year by their supervisor. This issue will be addressed at the next Steering Committee meeting on October 12th and the Steering committee will determine if a proposal needs to be brought forward on this matter.

ADJOURNMENT

The meeting adjourned at 5:41 pm.