

UNIVERSITY OF CENTRAL FLORIDA

TO: All Faculty
FROM: Jeffrey Cornett - Faculty Senate Secretary
DATE: October 11, 1991
SUBJECT: Minutes of Faculty Senate Meeting - October 3, 1991

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The meeting was called to order by Dr. Glenn N. Cunningham, Chair, at 4:07 p.m. The roll was passed for signature. Corrections to the minutes of September 5, 1991 were made: Page 1, 3rd paragraph, last sentence, change "1991" to -- 1992 --; Page 2, last paragraph, change "series" to -- serious --; Page 3, paragraph 3, add the sentence -- Dr. Joels asked the Provost if evaluation procedures for chief individuals in the central administration could be underway within four (4) weeks. The Provost said yes. -- The minutes of September 5, 1991, as corrected, were unanimously approved.

RECOGNITION OF GUESTS: Among guests present were President Bryan, Provost Astro, Dr. Frank Juge, Dean Sheridan, Dean Huseman, Mr. Dean Mc Fall, Dr. Michael Bass, Dr. Charles Hughes, Dr. Edwards, Dr. Lilie, Dr. Seidel, Ms. Gwen Haile, Ms. Kit Lively (Orlando Sentinel,) and Bob Warren of the Central Florida Future.

UNFINISHED BUSINESS: Dr. Cunningham read Dr. Bryan's response to Resolution 1991-1992-1: "I have your memorandum dated September 19th containing Faculty Senate Resolution 1991-1992-1. I thank the Senate for its concern, but I regret to inform that body, through you, that I am unable to implement that resolution. To do so would seriously cripple our operations as a university." Dr. Cunningham then invited Dr. Bryan to address the senators and explain his response. Dr. Bryan indicated that he was now providing a revised response since he had received a new set of numbers. The issue was that the senate was concerned about certain areas such as telephone charges and the fact that a certain amount of money went into the auxiliary account to build up funds for new telephones, etc. and that this year they are asking that the money not be put into the auxiliary account to be reserved. He discussed the auxiliary account and telephone charges. Instead of utilizing approximately \$277,000 to buy a node for the south part of the campus and putting \$13,000 into a reserve to enable us to buy a node for the north part of the campus in the future, Dr. Bryan has decided to put this money (with the exception of \$35,000 for emergency phones) in a special E & G account and use it to fund as much of summer session as it will cover.

Dr. Cunningham then spoke of the computer purchase and whether it was necessary and he then asked Dr. Bryan to respond. Dr. Bryan indicated that he had not intended to offend the faculty in regard to this issue. He indicated that he will ask Dean Sheridan to get a group of faculty together to talk about it next week. Dr. Bryan indicated that he did not believe that he could do anything about the purchase of the computer at this time since the contract had been signed. He also indicated that he thought a board should be established to recommend policy in the purchase of computers. He suggested that the lack of a board was an organizational flaw and recommended that a policy board of 12-14 people be established and chaired by the Provost.

Dr. Cunningham stated that the academic and administrative houses should consult with one another. He indicated that the faculty would like to have input into the financial issues related to the discussion of the computer purchase.

Dr. Robert Pennington asked for clarification on what computer had been purchased and clarification on the issue. Dr. Rosie Joels asked about the cost of the computer. Dr. Bryan indicated that it cost \$435,000 out of last year's budget. Dr. Schell asked if this was money that might be available for this year. Dr. K. Sheridan brought up a troublesome issue of lack of collegiality in handling the computer purchase. Dr. Cunningham indicated that we have been working on this issue and will continue to do so.

Committee Reports: Dr. Cunningham informed the senate that each of the committee chairs would give their report on activities. They have been presented with a number of issues and have been asked to start working immediately and not wait until February or March:

Admissions and Standards - Dr. Stephen Goodman, Chair, reported they had a brief organizational meeting and have set up a schedule of dates to meet, as well as clarifying problems to be addressed.

Budget & Administrative Procedures - Dr. Ralph Llewellyn, Chair, reported that the committee was given two issues but that he is meeting tomorrow with Dr. Cunningham to discuss other issues to be addressed.

Curriculum - Dr. Schell representing Dr. Frances Smith reported that this committee met September 19th and have scheduled another meeting for October 15, 4:00 p.m., PH 115. Dr. Crant will meet with them to discuss the SUS report on foreign languages.

Instruction - Dr. Paul Somerville, Chair, reported this committee met last Friday and discussed several of the items and some had been referred to subcommittee. Dr. Cunningham added that a discussion of faculty honoring the examination period was of particular importance.

Personnel - Dr. Gordon Paul, Chair, said this committee had a formation meeting and set out an agenda and their next meeting is October 9, 10:00 a.m., BA 472. If anyone has items, they should let Dr. Paul know. Among the issues this committee will address: 1) revisit Resolution 1990-1991-14 concerning term of appointment and evaluation of endowed chairs. 2) Resolution 1990-1991-8 appointment and review for chairs and implementation to take effect Fall 1992. He indicated that the deans have been informed and will be undertaking this process during this semester. Dr. Cunningham reported that this committee would be investigating criteria for Professor Emeritus, honorary degrees, categorization of academic administration, retired faculty, and clarification regarding vacancies and announcements of vacancies.

Dr. Cunningham stated that at Dr. Bruce Pauley's suggestion, we have asked for timelines from each committee.

Dr. Cunningham reported that the Constitutional Revision Committee was waiting for a response from Drs. Bryan, Astro, and Juge, to decide what we can do to make the number of university committees manageable.

NEW BUSINESS: Dr. Cunningham asked Dr. Astro to report on the budget. Dr. Astro indicated that the latest cut has exceeded what was anticipated and as a result severe steps were necessary. He discussed problems with calculating the budget and the complexity of the process. He outlined the three parts of the freeze on spending: Background - most of you know that we were required to hold back 5% in anticipation of a possible cut. We hoped some part of that money would be restored during the year. They are not only requiring us to return that amount of the hold back, but \$.7 million more. It is anticipated that it will get worse. We are sending

out a memorandum today from President Bryan to the Deans about which I discussed with the faculty steering this afternoon:

"1. Hiring: no positions may be filled which are currently vacant, unless an offer has already been made. This applies to all E & G employment, including OPS, except where required to hire adjunct teachers for the spring semester. There will be no exceptions to this policy, unless it can be demonstrated that an appointment is absolutely critical to the basic function of the university. Requests for exceptions must be submitted to the Provost or appropriate divisional Vice President, and must be approved by the President.

2. Travel: No travel using E & G funds is authorized, effective October 4, 1991, unless approved by the Provost or appropriate divisional Vice President. Only travel directly related to ongoing university business will be approved. Examples include instruction at the Daytona Beach or Brevard Campuses or other off-campus locations, recruitment and admissions travel to high schools and community colleges, and required meetings of state agencies. Even in these cases, extreme effort should be undertaken to minimize the cost of travel by eliminating unnecessary expenditures and limiting the number of travelers. Travel to seminars, symposia and professional meetings will not be authorized. In cases where travelers have incurred non-refundable expenditures prior to the freeze, we have been assured by our travel agents that refunds can and will be made. (Of course Deans and Directors may authorize the use of Foundation, Agency or other non-E & G funds to underwrite high priority professional travel.)

3. Equipment: No OCO requisitions will be processed without the approval of the President in consultation with the Provost or appropriate divisional Vice President. Approvals for equipment purchases will be made only in cases of true emergencies."

Finally, please note "The restrictions apply until further notice, but will be reviewed in early January, when we will assess our expenditures against the then-current budget and against the backdrop of any possible discussions of further cuts. While we certainly hope the latter will not occur, I am sorry to say it is unlikely our situation will improve before the end of the fiscal year. Please note that these restrictions apply to all E & G expenditures, including those from General Revenue Funds, the Educational Enhancement Trust Fund (Lottery,) and the Incidental Revenue Trust Fund. Expenditures from Auxiliary Trust Funds, Agency Accounts, Contracts and Grants (Sponsored Research,) or the Foundation are not affected."

Dr. Jeffrey Cornett stated that professional travel was vital for the vitality of the university and that all efforts should be made to protect untenured faculty who would not be allowed to fulfill professional obligations due to the freeze. He requested a policy statement addressing tenure related issues and also requested that an official letter be developed by the President or Provost indicating that professional travel had been frozen. This letter could then accompany faculty notifications to professional organizations when cancellations of professional obligations were made.

Dr. Astro stated that it would be irresponsible of anyone not to factor in the relationship between expectations for faculty and the availability of resources. He also indicated that there were differences by field and disciplines. He stated that faculty should take the initiative to get professional associations to recognize refereed achievements. He also stated that the chairs and deans should consider this issue and identify alternative sources as possible. He suggested that sponsored research monies and grants and contract monies might be available.

Dr. Karen Biraimah asked about the ongoing searches, especially the Presidential and the College of Education Deans' searches, and how they would be affected. Dr. Astro indicated that he did not know yet how they would be affected.

Dr. Pauley stated that he supported Dr. Cornett's concern about travel and the necessity of professional travel. Dr. Astro stated that there were two kinds of travel: operational and professional and that distinctions should be made between the two.

The meeting was adjourned at 5:05 p.m.

Respectfully submitted.

Jeffrey W. Cornett
Faculty Senate Secretary