

MEMORANDUM

Date: October 2, 2009
TO: Members of the Steering Committee
FROM: Ida Cook
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on October 8, 2009**

Meeting Date: Thursday, October 8, 2009
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: College of Arts and Humanities, Room 192A

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Minutes of September 10, 2009**
4. **Announcements and Recognition of Guests**
 - Provost's update
5. **Old Business**
 - College Budget update
 - Committee on Committees Report
6. **New Business**
 - Distribution of Senate roll with minutes
7. **Standing Committee Reports**
 - Budget and Administrative Committee – *Patrick LiKamWa*
 - Graduate Council – *Stephen Goodman*
 - Personnel Committee – *Arlen Chase*
 - UPCC – *Bob Pennington*
8. **Other**

Faculty Senate Steering Committee Meeting
Minutes of
September 10, 2009

Dr. Ida Cook, Faculty Senate Chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures.

Steering Officers Present: Cook, Wink, Kassab, and Chopra.

Steering Committee Members Present: Belfield, Cash, Chase, Daniell, Gause, Goodman, Kaufman, Koons, Kovach, LiKamWa, Lynxwiler, Moslehy, Oetjen, Pennington, Schulte, Seidel, and Sivo.

Administrators Present: Provost Hickey, D. Chase, Huff-Corzine, Vittes.

Steering Committee Members Not Present: Brown, Covelli, Edwards, and Rahrooh.

A motion was made to amend the agenda to address the College of Medicine TIP, RIA, and SOTL documents at the beginning of the meeting to accommodate Dr. Daniell, who had to leave early. Motion seconded and passed.

NEW BUSINESS

The College of Medicine (COM) would like more time to review the TIP, RIA, and SOTL documents for that college. Dr. Daniell made a motion to move the approval of the COM documents to the October Steering meeting. Motion seconded. A question was raised regarding why COM has its own documents. The COM faculty are designated as non-unit and, as such they are not covered by collective bargaining, and they must have a separate program for TIP/RIA/SOTL. Faculty in the department of Medical Education are on multi-year contracts, and they are not tenured. A discussion followed regarding the relationship between the TIP, RIA, and SOTL awards and contracts. Issues of multi-year appointment should be addressed at faculty Senate constitutional level, and the ad hoc Senate constitutional committee is encouraged to take that up. Motion to delay the approval of the COM documents passed.

MINUTES

The minutes of August 13, 2009 were approved as recorded by unanimous vote.

RECOGNITION OF GUESTS

Annette Khaled, College of Medicine.

ANNOUNCEMENTS

Provost's Update

As of yesterday, Fall enrollment is at 53,912. There has been minimal information from Tallahassee regarding the budget, and there is not expected to be a special session to address budget issues. Projections for budget deficits have been released. There is expected to be a \$2.5 billion deficit in 2010-2011 and a \$5.5 billion deficit in 2011-2012. No further budget changes are expected for Fall 2009 and Spring 2010. The biggest growth in enrollment is from transfer

students from consortium schools. A question was raised regarding how differential tuition is allocated. The provost provided an overview of the disbursement of differential tuition funds. Money was provided to increase the teaching staff for composition and mathematics classes, and the University Writing Center staff has been increased. Colleges are also receiving funds to replace faculty lost through attrition. State auditors scrutinize the way differential tuition is disbursed.

College Budget Updates

Steering committee members reported on the status of plans for the budget cuts for their colleges. The College of Sciences is holding meetings of their budget committee. The College of Engineering and Computer Science elected a committee to address budget issues. Committee membership consists of all the department chairs, three elected faculty members and one elected staff member. The College of Education had an emergency meeting to discuss the future of the college. The dean announced plans for a restructuring of the college, which will create a School of Education and two other departments. Staff will be affected by the restructuring, but faculty will not. Faculty members have until September 21 to decide which department/school they wish to join. On the day of the college-wide meeting, faculty members were involved in break-out sessions to discuss strategies. The Rosen College of Hospitality Management reports that, as a result of significant savings in previous years and the loss of six positions, there is no need to terminate any programs or lay off any staff or faculty. The college may terminate some tracks with low enrollment. If this were to occur, it would not affect faculty and staff positions. The College of Nursing has a meeting of the Leadership Council scheduled for next week. The College of Optics and Photonics has done nothing so far. The College of Health and Public Affairs has no new updates. Meetings are ongoing and will wrap up at the end of September. The College of Business Administration established a committee of chairs and sub-deans that decided to terminate the PhD in Economics. No faculty member was included on the committee. The College of Medicine has no changes to its budget. The College of Arts and Humanities has not set up a committee specifically for this purpose. The dean is using the advisory council, which does have faculty and staff representation. No information has been released regarding the process or the proposals.

OLD BUSINESS

Student Perception of Instruction (SPoI) Update

Dr. Wink reports that the SPoI committee has revised the documents based on feedback from faculty, and is ready to present them to the Senate. A presentation will be made at the next Senate meeting, and the Senate will vote to receive the report. Dr. Wink encourages discussion of the forms at the college level, and notes that feedback is still requested. The online implementation of SPoI does not fall under the purview of the ad hoc committee. A pilot run of the proposed SPoI was carried out last Fall, and the form was edited based on the feedback. The information that can be generated from the current form will also be available from the new form. This project has been a three year endeavor so far. The current form will still be used in Spring 2010. Senators are encouraged to share the SPoI forms with their colleagues and to inform them of the upcoming SPoI presentation. A concern was raised regarding the analysis of the SPoI output data, and it was recommended that UCF investigate best practices from other universities. Motion made to add SPoI to the September Senate agenda. Motion seconded and carried.

Conflict of Interest Presentation

Motion made to add the rescheduled Conflict of Interest presentation to the agenda of the September Senate meeting. Motion seconded and carried.

Open Access Textbook Committee Update

As an information item, Dr. Cook provided an update on the activities of the state-wide the Open Access Textbook Committee, of which she is a member. The committee is developing a state-wide online repository where faculty can share textbooks or supplementary curricular materials. The committee will be surveying faculty and administrators regarding attitudes toward the project. The state legislature is supportive of the repository as it will help meet the legislative mandate to reduce textbook and reference materials costs.

College Budget Updates

Motion to add college budget updates to the agenda of the September Senate meeting was made. The motion was seconded and carried.

Committee on Committee Report

Dr. Wink provided an updated on the status of standing committee appointments. There are five vacancies on the Budget and Administrative Committee, two vacancies on UPCC, and three vacancies on the UCRC. There is a serious problem with committee placements for senators from the Medical Education department of the College of Medicine because those faculty are on multi-year contracts and are not tenure earning. The only standing committees they are eligible for are the two undergraduate committees (UPCC and UCRC), which do not seem to be appropriate placements because the faculty teach exclusively at the graduate level. This affects two of the current senators from COM. It is suggested that such faculty be allowed to sit in on designated committees without voting rights until the issue is resolved, as was done when CREOL faculty were in a similar situation. Motion is made to have affected COM faculty serve as non-voting members of committees that are in line with their interests and areas of expertise. Motion seconded. Motion made to modify that motion. The modified motion proposes to have affected faculty appointed to the committees on which they are eligible to serve as voting members. Motion seconded. Discussion followed. The modified motion was defeated. Discussion of the original motion resumed. A vote was called on the motion to allow affected COM faculty to attend meetings and participate without voting rights. The motion carried.

Dr. Wink reported that the reporting committees still have vacancies and that she will be sending out further requests.

NEW BUSINESS

TIP, RIA, and SOTL Documents

TIP, RIA, and SOTL documents were distributed prior to the meeting. Dr. Huff-Corzine noted that, other than date changes, the TIP, RIA, and SOTL documents are same as last year, as required by the status quo. Motion made to approve the documents. Motion seconded. A discussion followed as to whether changes can be proposed during the status quo period. Two years ago, a committee did extensive work to update the language of the documents, but these

changes have not been implemented because of the status quo. The TIP, RIA, and SOTL documents (with the exception of the COM documents) were approved.

Parking Problems

Dr. Cook has been contacted by faculty regarding the temporary loss of faculty parking due to construction. Mr. Merck has been made aware of these concerns and is compiling information on whether there has been a change in the percentage of parking spots available to faculty and staff. Mr. Merck has indicated a willingness to talk to the Senate about parking. A new garage is expected to be under construction in the near future.

STANDING COMMITTEE REPORTS

The standing committees are beginning to meet. Dr. Cook met with the Graduate Council and the Undergraduate Policy and Curriculum Committee for their initial meetings, and will be meeting with the Budget and Administrative Committee and the Personnel Committee next week.

Graduate Council – Stephen Goodman reporting

The leadership of the Graduate Council and its four subcommittees has been established, and is as follows:

- Graduate Council Chair: Jim Moharam
- Graduate Policy Committee Chair: Jim Moharam
- Graduate Curriculum Committee Chair: Ram Mohapatra
- Graduate Program Review Committee Chair: Kevin Coffey
- Graduate Appeals and Awards Committee Chair: Ed Rinalducci

The Graduate Appeals and Awards Committee already had some activity over the summer. In a July 28, 2009 meeting the committee considered 25 petitions on a variety of topics (ranging from waiving time limit rules, transferring excess credits into programs, course substitutions, reversion to earlier catalogs, and waiving the minimum 6XXX hour requirements). 17 of these petitions were approved and 8 were denied.

The Graduate Curriculum Committee has scheduled its first meeting for September 16, 2009. At that meeting the committee will engage in its routine consideration of a variety of Course Action Requests and Special Topics Requests. In addition, the committee will be considering some program revisions, and temporary suspension of admission to a few programs while revisions are being made.

The Graduate Policy Committee and the Graduate Program Review Committee have not yet established dates or agendas for their first meetings.

Undergraduate Policy and Curriculum Committee – Dr. Pennington reporting

The leadership of the committee has been established, and is as follows:

- UPCC Chair: Robert Pennington
- UPCC Vice Chair: Johnny Pherigo
- UCRC Chair: Johnny Pherigo

Agenda items were discussed, notably a proposal from CAH for a Bachelor's in Design and Architecture, which would have been a 2-2-2 program (two years at Valencia and two years leading to a Bachelor's degree from UCF, followed by two years at a University of Florida

facility in Orlando leading to a Master's degree from UF.) The proposal was defeated in committee. The UPCC meets next Wednesday.

The Personnel and Budget and Administrative committees have not met yet.

ADJOURNMENT

Motion to adjourn was made and seconded. The meeting adjourned at 5:35 p.m.