

Executive Steering Committee

Minutes for

October 9, 2003

Dr. Arlen Chase, Chair, called the Steering Committee to order at 4:10 p.m. Motion to approve the minutes of the **September 11, 2003** meeting was made and seconded. No discussion. Approved unanimously.

Members present: Drs. Diane Chase, Naval Modani, Robert Pennington, Rosie Joels, Manoj Chopra, Dawn Oetjen, Cynthia Young and Provost Terry Hickey.

Members absent: Dr. Keith Koons, Rufus Barfield, Ida Cook, and Alain Kassab.

Guests: Drs. John Schell and Lin Huff-Corzine; Ms. Ashley Robertson (photographer, Central Florida Future) and Patricia Xavier (Reporter, Central Florida Future)

ANNOUNCEMENTS AND RECOGNITION OF GUEST

Dr. Chase announced that Ida Cook is still recovering from her injury.

Clarification requested regarding status of Dr. Diane Chase who has an interim part time appointment as a VP. Dr. Pennington stated that since it is an interim appointment, she's still considered a faculty member.

OLD BUSINESS

Constitution Ratification

Editorial changes need to be made for the Constitutional Ratification. This will be the first order of business at the next Faculty Senate Meeting on October 23, 2003.

FCTL Presentation

FCTL will report at the Faculty Senate Meeting on October 23, 2003.

NEW BUSINESS

Anti-Discrimination Resolution

Resolution from Personnel Committee presented. Motion to accept made and seconded. Passed with one abstention and no opposition.

Procedures for Scholarship for Teaching Award

Suggest a university level committee be set to look at criteria development in consultation with Dr. Morrison-Shelter. If awards are at the university level, this would be most appropriate. Drs. Schell, Modani, Huff-Corzine, Pennington, Kassab and Modani will meet before the next steering committee to draft proposal and make recommendations for award process.

Dr. Modani asked if it is time to begin work on UCF TIP and RIA awards. Dr. Hickey spoke with legal counsel. Expect to pay state increase and promotional increases by December 1, 2003. Will discuss TIP and RIA in future. Dr. A. Chase offered to approach the bargaining group asking that this be approved so we can go forward with the programs. Suggested that preliminary work be done in anticipation of approval so can move forward more quickly if approved.

P&T Committee Membership

Discussed composition of Promotion and Tenure Committees especially when individuals are seeking promotion to full Professor. Question raised on if this should be determined only by Full Professors. The university level P&T committee only has Full Professors. Some colleges have procedures where only Full Professors vote on Professor promotions. Not bringing issue to department level at this time. Each can decide on their own. But, can encourage all units to decide approach. Suggest this be referred to Personnel for campus wide approach at least at college Committee now that we have more Full Professors in each college.

STANDING COMMITTEE REPORTS

Budget & Administrative – Dr. Cynthia Young reported.

Committee has met. Reviewed budget. In relation to flags in classroom issue, have questioned if there is a watchdog on money donated to student groups. Also discussed administrative oversight in that President Hitt made decision without faculty senate input. No resolutions. This month's meeting was cancelled.

Graduate Council – Dr. Alain Kassab reported.

Committee has not met yet. No report. Subcommittees are meeting

Personnel – Dr. Rosie Joels reported.

Dr. Joels has no report because not notified of meeting. Dr. Huff-Corzine reported. Prime interest is in parking. Received a report from Mike Proctor on parking. Administrative Review procedures and awards are to be discussed.

Undergraduate Policy & Curriculum - Dr. Bob Pennington reported.

Meet on Tuesday. Last meeting had GEP biotechnology approved.

OTHER

Athletics Presentation

Cynthia Young has asked to have a 5 minute report on initiatives in the Athletic Department. Objection that this is not related to academics. Question if there are any issues related to the undergraduate committee. Suggestion made that the Athletic Committee is a reporting committee to the Faculty Senate, a brief report would be appropriate at the next Faculty Senate Meeting. The presentation should be on academic issues and graduation rates with a brief handout. Can set up a power point if desired. Should not be a pep rally for the sports program. Suggested that faculty senate representatives be sure to get word back to departments and colleges.

2003 Fall Commencement Grand Marshal and Faculty Reps.

All need to turn in Grand Marshal and Faculty Representative from each college to Latrecia Rice.

Evaluation Form

Question raised about Student Perception of Instruction form. An attempt was made in the past to change some wording to better reflect non face-to-face classes. At this time we are no longer required to use the Student Perception of Instruction form at all. Last year decided to continue use of current form. Can also look at different modes of evaluating teaching. May be better addressed by Personnel Committee than either undergraduate or graduate committees. FCTL has been collecting information on better and broader ways to evaluate teaching and learning. Purpose of the form (or any replacement) should be to help the faculty member become a better teacher. Study by Dr. Dziuban found certain questions most important. Send to personnel for this month.

Committee on Committee Report

All standing committees in place but often need replacement due to resignations and inability to serve. Most reporting committees are finished. Rest is waiting for some staff membership decisions. The Sabbatical Leave Committee applications and dossiers due first week of January. Dr. Huff-Corzine will be calling committee together and putting out call for applications. Suggested that examples of sabbatical leave appropriateness be provided. An informational meeting might be held. Policy states it is to make the faculty member more useful to the university.

ADJOURNED

Motion to adjourned at 5:05 p.m.