

## FACULTY SENATE STEERING COMMITTEE

### MEMORANDUM

**TO:** Faculty Senate Steering Committee  
**FROM:** Faculty Senate Office  
**DATE:** September 15, 1998  
**SUBJECT:** Minutes of meeting held on September 10, 1998

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The Steering Committee was called to order by Dr. Ida J. Cook, Chair, at 4:10 p.m. The roll was circulated for signatures. The Minutes of August 20, 1998 were unanimously approved. Members present: Drs. Lee Armstrong, Lee Cross, Karl-Heinrich Barsch, John Leeson, Phil Taylor, Rosie Joels, James McBrayer, and Linda Malone. Guests included: Vice Provost Frank E. Juge, Dr. James Campbell, English Department and Dr. Taylor Ellis, Hospitality Management.

#### **Announcements**

Dr. Ida Cook announced that Dr. Modani left for India last week to visit his mother who is seriously ill. Provost Whitehouse is attending a Board of Regents meeting in Pensacola. Dr. Cook welcomed visitors Drs. Juge, Ellis and Campbell.

Dr. Juge was asked about the reaction on campus regarding the proposed leveled system for the SUS. The question was asked "Would UCF be held back by that situation?" Dr. Juge responded that it would depend on how it is funded. He indicated that the feeling was positive, but it was important to assure that there was going to be an equitable distribution of funding for all levels. The danger lies in the possibility of UCF receiving less dollars. There is a need to lobby. It was suggested that the Faculty Senate would be willing to express its support in the form of a resolution if necessary. Dr. Juge stated that he would relay this message to Drs. Whitehouse and Hitt. He was sure they would appreciate the support.

Dr. Cook inquired about the number of sabbaticals at the SUS. Dr. Juge responded that UCF and USF give more sabbaticals than other institutions. There is the need to consider the criteria and the quality of the proposals. It was suggested that perhaps the Foundation may be willing to fund some sabbaticals. Dr. Juge agreed to discuss the possibility with Dr. Cook.

It was announced that the Faculty Center for Teaching and Learning had been recognized by SHEEO (State of Higher Education Executive Officers) for best practices in faculty development and technology.

## **Standing Committee Reports**

### Undergraduate Policy and Curriculum Committee

Dr. Karl-Heinrich Barsch, Steering Committee Liaison, reported that the Committee had met, elected Dr. James Campbell as Chair, and approved a resolution regarding study abroad grading. The Committee expressed their concern regarding the 60 hour rule and plan to draft a resolution at the next meeting in October. Dr. Cook stated that Dr. Richard Tucker had received a few responses to his request for opinions from the SUS. Dr. Cook also stated that the Advisory Council of Faculty Senates plan to discuss this issue at the October 10, 1998 meeting in Tallahassee. Dr. Juge stated that the SUS 60 hour rule is trapped by law and the issue needs to be addressed to/with the law makers.

### Graduate Council

Dr. Linda Malone, Chair, reported for the Graduate Council in Dr. Frazer's absence. The committee met on September 9 and elected Dr. Malone as Chair and Dr. Stephen Goodman as Vice Chair. The Subcommittee Chair on Policy and Procedures is Dr. Malone, Subcommittee Chair for Appeals is Dr. Linda Savage, and the Subcommittee Chair for Course Review and New Programs is Dr. Goodman. Dr. Malone stated that the Graduate Council had several proposals on new programs for deliberation.

### Personnel Committee

Dr. John Leeson, Steering Committee Liaison, reported that the committee is scheduled to meet next Thursday, at 4 p.m. in the Computer Science Building.

### Budget and Administrative Procedures

Dr. Cook reported on behalf of Dr. Modani, Steering Committee Liaison, that the committee met today, Thursday, at 12 noon. She stated that Dr. Charles Kelliher, from the Department of Accounting, College of Business Administration, was reelected Chair of the Committee. They will discuss the possibility of more involvement with the University budget, and more communication between college deans and their departments regarding the college budgets. They were especially concerned with auditors contacting faculty with questions. Dr. Juge stated that he would look further into the issue.

## **Old Business**

Dr. Campbell presented the resolution from the Undergraduate Policy and Curriculum Committee dealing with foreign study. It recommends that the grades earned by UCF students during an official and departmentally sanctioned UCF study program will count as UCF grades and not as transfer grades. Dr. Barsch explained that a clearer policy is needed. With several changes made, it was moved and seconded to forward the resolution to the Faculty Senate for their approval. The motion was unanimously approved. Revised resolution attached.

## **New Business**

Dr. Cook introduced Dr. Taylor Ellis. Dr. Ellis has been working with Dr. Modani on the TIP and PEP guidelines.

### Teaching Incentive Program (TIP)

Dr. Ellis pointed out the changes in the TIP document. Some of the dates were adjusted to allow the TIP Committee more time for review. After a lengthy discussion, the TIP document was unanimously approved.

### Professional Excellence Program (PEP)

Dr. Taylor explained the PEP document. The document was reviewed along with the calendar time line. The PEP document was unanimously approved by the Steering Committee.

### **Other**

Dr. Cook reported that the University Bookstore was planning to award ten scholarships to students this year. It was unanimously concurred to have Mr. Eckert attend the Faculty Senate meeting on September 24, 1998 to report on the new bookstore and inform the Senate of the scholarships. It was also mentioned that a Steering Committee liaison would be needed for the Bookstore Committee if it is approved. A motion will need to be developed by the Steering Committee that the Bookstore Advisory Committee be a reporting committee.

Dr. Cook reported that the President's Dining Room has been approved for UCF faculty to use as needed. She requested faculty input regarding preferred days and times.

Dr. Cook also stated that Dr. Leslie Ellis, past UCF Provost and Vice President, has expressed his desire to conduct a brief presentation to the Faculty Senate to share information regarding the Faculty Memorial Garden at the University.

Dr. Cook stated that she would like to set up a small task force to work with her on reviewing the Boyer-Carnegie Report in terms of considering how UCF matches recommendations and findings of the report. Dr. McBrayer volunteered to work with her on reviewing the report.

Dr. Phil Taylor informed the committee that the Student Perception of Instruction form is definitely Instruction and not Instructors form.

The meeting adjourned at 5:35 p.m.

Next meeting scheduled for November 5, 1998.