

# UNIVERSITY OF CENTRAL FLORIDA

## FACULTY SENATE

### MINUTES

of

September 24, 1998

The meeting was called to order at 4:05 p.m. by Dr. Ida J. Cook, Chair. The roll was circulated for signatures. A correction to the minutes of August 27, 1998 was brought to the attention of the Senate by Dr. Phil Taylor. His inquiry was regarding Saturday classes and the status of funds added for area campuses (not regional colleges.) Dr. Dwight Kiel noted that his name was left off the attendance list. His name will be added and corrected as attending. It was moved and seconded to accept the minutes as corrected. The minutes were unanimously approved.

### ANNOUNCEMENTS

Dr. Cook recognized the following guests: President John Hitt, Drs. Frank Juge, Leslie Ellis, Belinda McCarthy, and Denise Young. Other guests in attendance were: Marc Eckhart, Joyce Dorner, Joanne Griggs, and Christopher Weisman.

President Hitt announced that philanthropist Harris Rosen has pledged a gift of \$10 million to establish a UCF School of Hospitality Management in the International Drive tourist district. It is hopeful that the gift will be fully matched by the State. With the employment of a new Chair for the Hospitality Management Program, will come greater incorporation with the tourism industry in the Orlando area. This incorporation would bring more funding. President Hitt also stated that an endowed Chair for the Hospitality Management Program will be considered.

Provost Whitehouse announced that there is a position advertised for Assistant Vice President for Academic Affairs. This person will report to Dr. Juge directly. The closing date is October 15, 1998.

A question arose regarding the position of Vice President for Research and Graduate Studies. Dr. Whitehouse replied that the job description is being assembled and the search will begin next month. It has been suggested that Graduate Studies be separated from Research and that there be a Vice President for Graduate Studies and a Vice President for Research.

Dr. Whitehouse reported that the Board of Regents approved a School of Optics for UCF and for which \$700,000 were allocated. The BOR also allocated \$1 million for the I-4 Corridor. Dr. Whitehouse also stated that there would be 44 new TIP awards, with additional 12 recycled. Dr. Juge indicated that faculty may receive a TIP award once every four years. (This is a Legislative rule, not a Faculty Senate rule.) In addition to TIP there would be 20 PEP awards. There will be two open forums on October 13, and October 14, 1998 at 3:30 p.m. in the President's Dining Room to discuss and answer questions. Guidelines for both awards are available on the WEB. Teaching of both undergraduate and graduate courses has been included which increased the pool for the TIP awards. There are 380 faculty eligible for TIP, more than half of the university faculty.

Dr. Cook announced that the United Way campaign has begun. She urged senators to encourage faculty and staff to donate.

Dr. Cook introduced Christopher Weisman as the new webmaster for the Faculty Senate web site. Dr. Cook welcomed all suggestions and corrections to be directed to the Faculty Senate web page.

## **STANDING COMMITTEE REPORTS**

### **Undergraduate Policy and Curriculum Committee**

Dr. Cook announced that Dr. James Campbell was elected Chair of the Undergraduate Policy and Curriculum Committee.

Dr. Campbell reported that Dr. Carol Bast was elected the Vice Chair of the UPCC and will serve as Chair of the Undergraduate Course Review Committee. He indicated that the UPCC would explore the 60 hour rule more extensively to keep the proposed resolution in line with the law. Secondly, the Committee plans to clarify the functions of the committee and examine its charge regarding review of program changes. It was suggested that once completed, the procedures be added to the Faculty Senate web site.

### **Graduate Council**

Dr. Cook announced that Dr. Linda Malone was elected Chair of the Graduate Council.

Dr. Malone reported that Dr. Stephen Goodman was elected Vice Chair of the Graduate Council and the three subcommittee chairs were: **Policy and Procedures** - Dr. Linda Malone, **Appeals** - Dr. Linda Savage, and **Course Review and New Programs** - Dr. Stephen Goodman.

### **Personnel**

Dr. Cook announced that Dr. Richard Tucker was elected Chair of the Personnel Committee.

Dr. Tucker reported that the Committee had several issues to explore. The Committee members established several ad hoc subcommittees to review the Human Resources web site; look into the travel reimbursement concerns; the possibility of more formal involvement of Deans in tenure appraisal; review of sabbatical guidelines; review of the policy of fraternization of faculty with students; changing the timing of faculty evaluation from an academic year to a calendar year; and security in classrooms with video cameras. Dr. Juge stated that this had only been done in one room in the College of Business Administration where the device was used during construction. It is no longer in use. At no time have classrooms been surveilled.

### **Budget and Administrative Procedures**

Dr. Cook announced that Dr. Charles Kelliher was elected chair of the Budget and Administrative Procedures Committee.

Dr. Kelliher reported on the issues to be explored by the committee this academic year. They are: Specials, allocation process, Pegasus model, travel reimbursement procedures, Faculty Activity Reports, inventory control procedures, and telephone billing. Dr. Kelliher stated that the committee will meet with Linda Bonta, Director of Finance and Accounting, on October 8, 1998. He requested that any questions regarding travel be e-mailed to him directly.

### **ad hoc Constitution Revision Committee**

Dr. Phil Taylor reported that the committee had not met. Dr. Cook urged the members of the Senate to review the current Constitution on the web site and to send any suggestions or comments to the Faculty Senate webmaster, Chris Weisman or to Kathy Wohlbold.

### **Committee on Committees**

Dr. Lee Armstrong, Chair, reported that the committee was trying to get all the slots of the Standing Committees filled, and that work on the Reporting Committees was also in process. He apologized for any confusion.

### **Steering Committee**

Dr. Cook reported that the Steering Committee will meet on October 1, 1998 rather than October 8, 1998 as originally set. The date was changed so that she and Dr. Tucker could attend a Advisory Council of Faculty Senates meeting in Tallahassee.

**OLD BUSINESS** - None

### **NEW BUSINESS**

Dr. Campbell presented a resolution from the Undergraduate Policy and Curriculum Committee regarding UCF credit for international studies courses. Several questions arose and Dr. Heinrich Barsch explained further regarding past study abroad programs. Discussion included course numbering, documentation, quality of instructors, faculty credentials, and the responsibility of monitoring the qualifications of the faculty in international programs. It was moved and seconded to return the resolution to the UPCC. (21 for and 22 against) The motion failed. Discussion of the motion continued. Dr. Juge discussed UCF credits, courses meeting the SACC's requirement, and the need for certification of credentials. An amendment to the resolution was proposed, indicating that the department would monitor the qualifications of the faculty. The amendment was approved. After further discussion of the amended motion, it was again moved and unanimously approved to refer it back to the UPCC for additional consideration.

### **Special Reports**

Dr. Cook introduced Dr. Leslie Ellis, past UCF Provost and Vice President for Academic Affairs. Dr. Ellis reported on the Faculty/Staff Memorial Garden. He stated that the upon their death faculty, staff, and retirees who have worked at UCF for at least 10 years will be honored by having their name inscribed. He stated that no other university in the United States has such a site for their employees. The monument will be located between the Student Union and the Arena. An annual ceremony is planned. Details about donations to the memorial will be mailed in the near future.

Dr. Cook recognized Mr. Marc Eckhart, Manager of the UCF Bookstore. Mr. Eckhart indicated he was proud to report that ten UCF students would receive book scholarships for one year. The Bookstore Advisory Committee would develop the criteria. Mr. Eckhart urged senators to contact him with any comments regarding the bookstore. Dr. Cook thanked Mr. Eckhart and the Bookstore for being a good university citizen and supporting the student population.

Dr. Richard Tucker reported that there would be a scholarship in honor of Dr. David Hernandez who had been the first chair of the UCF Faculty Senate in 1969 to 1971 and in several faculty administrative positions in the College of Education. This scholarship has been established by the UCF Faculty Senate and the United Faculty of Florida..

Meeting adjourned at 5:15 p.m.