

UNIVERSITY OF CENTRAL FLORIDA
FACULTY SENATE
MINUTES
September 25, 2003

Dr. Naval Modani, Faculty Senate Vice Chair, called the meeting to order at 4:05 p.m. The roll was circulated for signatures. The minutes of August 28, 2003 were unanimously approved.

ANNOUNCEMENTS AND RECOGNITION OF GUESTS:

Recognition of Guest Drs. Dennis Dulniak, David Dees, William Merck, Lynn Huff-Corzine, and Kathy Hohenleitner (FCTL); Ms. Mary McKinney (Financial Aid).

Dr. Modani recognized Henry Whitter who is retiring and will be replaced on the Faculty Senate by Dr. John Osborne (Dept of Biology).

Drs. Modani and Chase attended the ACFS meeting in Tallahassee on September 18th and 19th. Dr. Modani briefly discussed the following items from at the meeting:

- Adopting research as one of the accountability measures
- Tuition is the lowest of all tuitions
- Three-year college prep programs in High Schools
- ACFC has made a recommendation that except in extraordinary circumstances all finalists for university president should have strong academic credentials and substantial experiences at a senior level in leadership position
- Faculty Salaries: recommended the salary are brought to average for the nation in the next five years.

Dr. Hickey stated that the Oversight Committee of the Board of Governors is in the process of defining their roles. New UCF initiatives include undergraduate research and creating a 1st class career management advancement center for our students. International Student Scholar program needs to meet the new Sieves federal guidelines. Question raised on the information from colleges regarding budget cuts. Will it be better? The actual 4 ½ million isn't a drastic cut: the problem is that we received no enrollment growth funding for new students. We are either over enrolled or under funded. Access will be a problem if enrollment is an issue. Current budget proposal would have us receiving more money for next year due to enrollment but the Chancellor commented at the ACFS meeting that it is highly unlikely we will receive enrollment growth funding for the coming year. We would have to look closely at enrollment numbers or enrollment growth plans if that were to continue to maintain the quality of education that we provide to the students.

OLD BUSINESS

Dr. Chase announced that the Faculty Constitution will be ratified at a Faculty Assembly in association with the Faculty Senate meeting on October 23, 2003.

NEW BUSINESS

Grade Rosters

Dr. Dulniak reported on the draft of the new grade roster. Federal regulations require that students receiving federal funds be held responsible for being in attendance at the institution where they are receiving funds. To do this we need to document if and when a student stopped participating in class activities. The grade form will have columns for faculty to indicate if a student receiving an F, I, or U grade actually finished the course. If they did not, the point at which they stopped participating must be indicated. This will reduce out (UCFs) need to repay funds unnecessarily. There is a committee working on final form of the roster and instructions on how to complete it correctly will be distributed. These forms will be used for December 2003 grade submissions. Question raised regarding the financial implications for students and UCF. Mary McKinney (Financial Aid) reported that if a student receives failing grades across the board in all classes the institution is obligated to

indicate a point of departure for that student. If we can the maximal obligation is 50% of the students' financial aid. If we do not, then the institution is obligated for the full 100%.

Dr. Dees commented that the big issue is that Federal regulations require this information to be provided by the institution within 30 days of the end of the semester. This is why automation of the reporting process, using the grade rosters, is needed. Faculty does not have to take attendance in class. However, they will need to indicate when the last contact with the student was (before or after a specific date which will be marked on the roster). Last contact can be attendance at class, completion of an assignment and an email. A daily attendance is not a requirement.

Mary McKinney commented that when the student receives the funds, Federal Government expects the institution to confirm the attendance.

Question asked about what to do if student did not show up for class in Sept but showed up for class in November and then received a grade of "F". Since there was contact with the student after the mid term (date listed on roster), the student would be marked as having attended up to the second half of the term. It was suggested that the date which marked the mid term point for purposes of this rule be put on the calendar each term, this will give faculty members information needed to set up courses and can be placed in the syllabus.

Financial Ledgers for Research

Dr. Merck reported on the history of Financial Systems and introduction of Peoplesoft to the university. Old data from last year had to flow to the new system. We should see the new data and funds (which should be correct) by next week. Next year it will be easier than this year because the system is in use already and additional tools to facilitate the process will be in place. Question asked about accounts which had funds disappear. Mr. Merck indicated these funds should all show up in the next week. Question about if this "shutdown" at the end of the financial year is good business practice. The problem this year was the need to fully close out the fiscal year before they could start reloading accounts with new information. Now that we are up and running we can start getting new accounts set up before the year end. Question on accounts that were overcharge. The charges being worked out. If the problem continues to consist send an email to Rebecca Vilsack (UCF Financials Controller) and she will take a look into the issue.

FCTL Constitutional Changes

Dr. Modani briefly discussed the changes to the Faculty Center for Teaching and Learning section in the Constitution. Motion made to accept the changes made, seconded. Passed unanimously.

STANDING COMMITTEE REPORTS:

Budget and Administrative – Dr. Richard Tucker reported.

Teledata accounting systems operators as an auxiliary; department budget is a very important. Received negative emails from several faculty members about flags in the classroom. Budget guidelines govern the acceptance of outside money sources for student groups. Received guidelines that are used by foundation. Need to get more info for Student Development Enrollment Services. On Administrative Issues, should faculty senate be consulted about this issue and are there some mechanisms of actions if this occurs. Suggested that issues that effect classroom environment should be sent to personnel committee. Funding for the flags was received from Sun Trust Bank.

Graduate Council – Dr. Stephen Goodman reported.

14 agenda items being prioritized. Some are routine procedural items. Will be looking at electronic thesis/dissertation resolution to deal with copyright and publication issues. Medical leave, financial responsibility and summer support. Consistency in tuition support for graduate students. Jurisdiction over academic programs, sun setting of inactive certificate programs.

STANDING COMMITTEE REPORTS CONT.:

Personnel – Dr. Randy Upchurch reported.

Looking at parking, salary equity, and antidiscrimination policy. Have been working on antidiscrimination policy. Will go to next steering committee and will be at next full faculty senate meeting. Dr. Proctor invited to come to next meeting to address parking issues. Looking at putting some open ended questions regarding parking issues on Faculty Senate web site. Administrative review being addressed. Call for members for parking and parking appeals committees.

Undergraduate Policy & Curriculum - Dr. Bob Pennington reported.

Resolution for adoption of new GEP course. Motion to approve. Faculty Senate Resolution **2003-2004-1** to add **Biotechnology and Genetic Engineering** to general education has been recommended from GEP oversight committee and UPCC committee. Engineering and Biology have reviewed and accepted resolution. Will be a part of Science Foundations Group 2 in GED. Question raised as to why is it a 1000 level course. Because it is an introductory course in this area. Department desires this wording. Unanimously approved. Next meeting of UPCC October 14th. ASL will be discussed at November meeting. Other items on the agenda to discuss from Steering is the English Competency.

OTHER

Dr. Modani stated the reporting committees are completed.

Dr. Allison Morrison-Shetlar will present on FCTL at the next Faculty Senate Meeting on October 23, 2003.

ADJOURNED

Meeting adjourned at 5:15 p.m.