## Minutes of Faculty Association Meetings 1999-2000

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I. Call to Order
Association Vice-president Kathleen Cohen called the meeting to order at 12:15 p.m. in the absence of President Steve Shapiro. Please see Steve’s message to the faculty in the packet.

II. Approval of Minutes - July 1, 1999
The minutes of the July meeting were approved as distributed on the web site.

III. Announcements
Kathleen had several announcements:

1) All agenda items from the past year have been handled in one way or another except for a policy on intellectual property;

2) The savings derived from using a web page to distribute Faculty Association information has been allocated for refurbishing Faculty Association meeting rooms and purchase of computer equipment;

3) The UNF Library's newsletter is available on its web page;

4) The Presidential inauguration is on October 1; faculty are strongly urged to participate. Please return the reply card to the President's office right away;

5) The Outstanding Undergraduate Teaching Awards have new fall semester deadlines which you will want to observe.

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven
The committee has two items on today's agenda. It will meet on September 14 at 2 PM in the Faculty Meeting Area.

Academic Standards Committee - Pali Sen
The committee will hold its next meeting on September 14 at 12:15 PM in the Faculty Meeting Area.

Academic Technology and Support Services Committee - Bruce Kavan
No report.

Adjunct Affairs - Bob Roggio
The committee will meet September 7 at noon in the Faculty Meeting Area.

Budget Advisory Committee - Paul Mason
The committee will meet September 15 at 12:15 PM in Building 42 (COBA)/3136.

Faculty Affairs Committee - Judy Solano
The committee will meet September 3 at 1:30 PM in the Faculty Meeting Area. There are a number of items on its agenda such as TIP and PEP recommendations and planning for the Presidential inauguration. The Outstanding Undergraduate Teaching Award process is in progress, and in the Spring Outstanding Scholarship Awards, Outstanding Service Awards,
and the Distinguished Professor Award will be handled. The committee will look at the criteria used in these awards. It has a draft recommendation concerning the awarding of posthumous degrees, and two nominations for honorary degrees. The committee also has to discuss questions raised about the procedures for academic appeals. The next meeting will be Friday September 17, 1999 at noon in the Faculty Association Meeting Area.

**Faculty Enhancement Committee** - Verna Urbanski

This committee is new, but busy. It served as the Faculty Enhancement Office search committee and will work with the new director of Faculty Enhancement, David Jaffee, when he takes up the post. The committee will be the review committee for summer teaching grants. The committee will meet September 9 at 10:30 am in the Faculty Meeting Area.

**Governmental Relations Committee** - Terry Bowen

No Report.

**Nominations and Elections Committee** - Diane Tanner

No report.

**Promotion and Tenure Committee** - Bill Slaughter

The committee's first meeting will occur in November when it receives its charge from Provost David Kline.

**Research Committee** - Cindy Nyquist-Battie

The committee's first meeting is September 9 at 11:30 AM in the Faculty Meeting Area. Cindy invites comments and suggestions from the faculty.

**Strategic Planning** - Donna Mohr

No report.

**Executive Committee** - Kathleen Cohen

A luncheon for retiring and new committee chairs was held on August 19. The next meeting will be September 21 at 12:15 PM in the Faculty Association Meeting Area.

### V. Other University Committee Reports

**Graduate Council** - Cheryl Fountain

No report.

**Safety Advisory Council** - Ted Stumm

The committee meets September 20 in the President's Conference Room. The chair is looking for new members.

### VI. Special Reports

**Legislative Liaison Report** - Janet Owen

Janet met with Florida state senators and budget staffers recently, showing them the campus, and believes the visit had a favorable impact. She has a SUS budget draft ready to go to the governor. Faculty performance incentives are included as are market equity pockets. UNF is on the PECO list for capital improvements as well as for our Fine Arts and Science buildings.

**President** - Anne Hopkins

No report; Dr. Hopkins is out of town.

**General Education Report** - Hank Camp

Please review the Asheville report distributed recently. Items 4 and 5 need particular feedback. He asked for input on the concept of central outcomes. Freshmen Interest Groups (FIGs) have started, and he is pleased with enrollments. Al Lynch reported that he is working on a "Crime FIG" with other faculty. Hank noted that four more FIGs are planned for the Spring semester. The General Education Task Force will be drafting ideas to expand learning communities in the future. In his capacity as Athletics Committee representative, Hank reported that one hundred UNF athletes made the Presidential Honor Roll, requiring a 3.0 GPA; this is a remarkable accomplishment.
Faculty Center - Chris Rasche
The new Faculty Center is located in the Honors Building 10 on the ground floor (formerly occupied by Continuing Education). It will have four units: Sponsored Research, CIRT, the Office of Faculty Enhancement, and a Faculty Commons. The grand opening will be in October sometime after the Presidential inauguration.

United Faculty of Florida - Gary Harmon
Gary reported on the national convention where school vouchers and other issues were discussed. The National Education Association is merging with the American Federation of Teachers; Florida is the first state to effect the change.

VII. Question and Answer Period

Ellie Scheirer's questions concerning revised W-2 forms has been answered by Bob Fagin; the answer appears on the Faculty Association web site.

Nick Wilson directed a question in writing to President Anne Hopkins and Provost David Kline: "What are the specific plans for UNF to meet each of the specific criteria/indicators outlined in the US News and World Report summary? These indicators include:

1) academic reputation, 2) retention rate, 3) faculty resources, 4) student selectivity,
5) financial resources, 6) graduate rate performance, and 7) alumni giving rate.

Dr. Kline asked that this missive be sent to him for a written response.

Pali Sen asked why not call the reserved parking sections faculty-staff parking?

Her question was referred to the Parking Committee.

Judy Solano voiced thanks to the administration (Robert Fagin and Richard Crosby in particular) for refurbishing the room in which the entire Faculty Association meets, Mathews Building 15/1303.

An unidentified faculty member asked to whom can we go with technical support questions now that Marjory Templeton is gone from CIRT?

Joann Campbell answered that Diane Tanner will be a faculty fellow in CIRT this fall.

Jim Crooks to Robert Fagin: UNF traffic jams have become monumental. What is being done?

Bob Fagain: The problem is being looked into.

Ellie Scheirer to Robert Fagin: when will the "circumference pavement" around the garage be completed? Students are driving through the garage as a passway

Bob Fagain: We will look up the completion date.

Chief Gene Owen of the UNF Police urged faculty to familiarize themselves with parking specifics. Only 43 spaces left for purchase in designated parking. UNF has 5926 spots, but all are not "conveniently" located. Please e-mail him if you have questions.

Kathy Robinson to Robert Fagin: How effective are our recycling programs? She has observed overfilled recycling containers on campus.

Bob Fagin will look into this.

VIII. Legislative Items

Item #1 - FA 99-29: Submitted by Academic Programs Committee.
re: College of Business Administration courses
Sharon DeHaven moved the item. The item passed.

**Item #2 - FA 99-30: Submitted by Academic Programs Committee.**

re: College of Computing Sciences and Engineering courses
Sharon DeHaven moved the item. The item passed.

IX. **Adjournment**

With no further business, the meeting adjourned at 12:55 p.m.

Respectfully submitted,

_____________________________________________________________________

Elizabeth Lane Furdell, Secretary
I. **Call to Order**
President Steve Shapiro called the meeting to order at 12:15 p.m.

II. **Approval of Minutes - January 6, 2000**
The minutes of the January meeting were approved as published on the web site.

III. **Announcements**
1. The University Safety Committee has 2 vacancies; please volunteer to Steve Shapiro if you are interested.

2. The Association-approved Intellectual Property proposal was returned to us recently, having been rejected by the administration; Steve has re-created an ad hoc committee to work on the issue with hopes that a new proposal will be forthcoming in a few months.

3. Nick Wilson announced a UNF faculty basketball game vs. Jacksonville University faculty on February 12.

4. Robert Fagin reported that the communications hub in Building One is down today, but should be repaired soon. Construction to widen Kernan Road will start in thirty days and the university signed the first letter of intent with a tenant in the Research and Development Park.

Steve added that the Kernan widening is only from UNF property south to J. T. Butler Boulevard.

Chris Rasche asked if there will be a right-hand lane into UNF going south on Kernan? Yes, there will, replied Bob Fagin.

5. Steve called attention to new UNF salary adjustment information initiated by President Hopkins and posted on the Faculty Association web site.

6. Steve announced that Joann Campbell's husband died yesterday. Please refer to the UNF Campus-Update for funeral particulars.

IV. **Standing Committee Reports**

**Academic Programs Committee** - Sharon DeHaven
The committee met on January 19 and has two items on today's agenda. Since no new APCs have been received by the committee, it will not meet as scheduled next week. The deadline for submissions for this month is February 16.

**Academic Standards Committee** - Pali Sen
The committee met on January 9 and discussed admission standards; it next meets February 11 at noon.

**Academic Technology and Support Services Committee** - Bruce Kavan
Geraldine Collins reported that the committee met January 10 to discuss distance learning issues; the next meeting will be February 14.

**Adjunct Affairs** - Bob Roggio
Bob invited faculty to see the committee report on adjunct affairs on the Faculty Association web page.

**Budget Advisory** - Paul Mason

The committee met with Provost Kline last Wednesday for data on student head count, especially differences between regular faculty vs. adjuncts. Forthcoming is the committee's list of proposals to the administration on the budget process. Paul invited e-mail (pmason@unf.edu) suggestions on budget priorities. The committee next meets on February 23.

**Faculty Affairs Committee** - Judy Solano

The committee has been working for some time with Academic Affairs and the union on a distribution plan for upcoming market equity dollars negotiated by union. To clear up any confusion, Judy noted that President Hopkins's plan is independent from her committee's effort and identifies a different pot of money for distribution. The committee meets again February 10 at 12:15 p.m.

Steve again directed the faculty to the letter from President Hopkins regarding salary adjustments and the Provost's guidelines for eligibility and self-nomination on the web.

**Faculty Enhancement Committee** - Verna Urbanski

The committee met January 5 to discuss its newsletter format and to welcome Dr. Jaffee. Members discussed the grant review process and the locked-door policy for the Faculty Commons. New periodical subscriptions may attract more faculty to the facility. The committee's next meeting is February 9 at 10 a.m. in the Faculty Enhancement Resource Center.

**Governmental Relations Committee** - Terry Bowen

A trip to the Florida Legislature is on the docket in late March for the committee and Steve Shapiro as FA President. The committee next meets February 25. It will discuss how best to represent UNF faculty and seek input from faculty.

**Nominations and Elections Committee** - Peggy Emmelhainz

The committee met January 26. Elections for committees will be held following the April Faculty Association meeting. A listing of committee vacancies will be posted by February 10 on the web page; those continuing in office should re-verify the length of their terms to Peggy. Committee nominations will be accepted up to and including the March meeting. Association officers will be nominated today; Peggy reminded those nominated that they must submit to Peggy a one-page report on their credentials and goals. She then opened nominations for Association officers.

Nominated for President were Bill Wilson and Kathy Cohen.

Nominated for Vice-President were Nick Wilson, Cheryl Frohlich, and John McEldowney.

Barbara Tuck was nominated for Secretary.

Officer nominations then closed.

**Promotion and Tenure Committee** - Bill Slaughter

The committee is at work until February 11 when it reports its recommendations to Provost Kline.

**Research Committee** - Cheryl Van Deusen

Diane Kazlauskas reported that the committee met February 1 to finalize a new survey to assess the research climate on campus. Faculty will receive the survey in both paper and electronic forms.

**Strategic Planning Committee** - Donna Mohr

The committee will meet today, February 3, at 1:30 p.m. to set the agenda for its next meeting on February 10 with President Hopkins, Provost Kline, and Vice-President Fagin. They will discuss how the Faculty Association's Strategic Planning Committee should interface with other planning groups on campus.

**Executive Committee** - Kathleen Cohen

The next meeting is February 15 at 12:15 p.m.

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**V. Other University Committee Reports**

**Graduate Council** - Tom Serwatka
The council met January 21 to approve new faculty nominees; it meets again March 15 at 3 p.m. The graduate faculty recently elected Bill Wilson as an at-large representative to the Graduate Council; vacancies on the council from the Colleges of Arts and Sciences and Education and Human Services need filling.

**Safety Advisory Council** - Ted Stumm
No Report.

### VI. Special Reports

**President** - Anne Hopkins

President Hopkins expressed her intention to bring UNF faculty salaries up to the 75th percentile of salaries for the AAUP's category IIA institutions. The total cost for this upgrade is $497,000 to be implemented over three years. Her calculations assume the state will do what it has been doing in terms of raises and that salaries in IIA schools will not move dramatically, but we must adjust our financial sights if these assumptions prove false. Barring unseen catastrophes, her plan will give out raises of up to $1500 for merit with some money set aside for out-of-unit faculty and for compression. Top raises should go to the best all-around faculty. Provost Kline will work with the deans to implement her intent.

Adjusting USPS and A&P salaries is harder to do since comparable salary surveys are lacking. She has hired a consultant to help in the calculations for the future. $60,000 is in the staff salaries pot; base salary will be raised to $15,000 with the remainder in a merit pool.

**Legislative Liaison Report** - Janet Owen

Janet handed out information on the Governor's education budget. Included is a 6.5% tuition increase and a 2.5% salary increase for employees. There is no provision for faculty market equity and no guaranteed minimum adjustments. She pointed out areas of interest to faculty including two disparate plans for educational governance in Florida.

**United Faculty of Florida** - Gary Harmon

Gary has a copy of the still-to-be ratified contract. A 3% faculty raise was originally negotiated and there was a minimum adjustment specified. Promotions were to come out of the pot first, but now he cannot find that language in the contract. There are performance-based market increases included.

### VII. Question and Answer Period

**Terry Bowen:** There are computer problems in Honors Hall. When will the computers there work more reliably?

**Sharon DeHaven:** Can we get another ATM machine on campus?

**Bob Fagin** replied that we are looking into that.

**Chris Rasche** thanked Bob Fagin for the land bridge to the parking garage.

**Mary Borg:** Can we get a food cart from Marriott for the faculty commons? More people might use the area at lunchtime with a cart in the vicinity.

### VIII. Legislative Items

**Item #1 FA 00-04:** Submitted by Academic Programs Committee
College of Health - new courses and program change.
Moved by Sharon DeHaven. The motion passed.

**Item #2 FA 00-05:** Submitted by Academic Programs Committee
College of Computing Sciences & Engineering - program change.
Moved by Sharon DeHaven. The motion passed.
IX. Adjournment

With no further business, the meeting adjourned at 1:00 p.m.

Respectfully submitted,

_________________________________

Elizabeth Lane Furdell, Secretary
Faculty Association

FACULTY ASSOCIATION MEETING MINUTES
October 7, 1999

I. Call to Order
President Steve Shapiro called the meeting to order at 12:15 p.m.

II. Approval of Minutes - SEPTEMBER 2, 1999
The minutes of the September meeting were approved as published on the Faculty Association web site.

III. Announcements
Chris Rasche updated the Faculty Association on the new Faculty Center. The grand opening is set for Monday, November 1 at noon. You will be receiving information on the center. Already open is the Division of Sponsored Research and the Computer Instruction Research and Training. A CIRT 24-hour access will open November 1. Office of Faculty Enhancement will open January 2000 when David Jaffee, the new director arrives; he will be here for the grand opening. A Faculty Commons, for which you will need a key, will open November 1. Procedures for an Intellikey request form will be distributed; requests will be submitted to Connie Corker in Academic Affairs. Those who already have keys will get them reconfigured automatically; new keys will be given to those who need them. Keys may be picked up at the grand opening event.

Steve Shapiro announced that book orders are due by October 15 to bookstore. He also announced that the official catalog has errors in the calendar.

Vicki Stanton, library, asked that faculty request new journal subscriptions and prioritize those UNF already receives. Call extension 2550 to contact her with comments and suggestions.

Mary Borg, Scholar Program, reminded faculty about the Tuition Exchange Program and urged faculty to access its web-page, www.tuitionexchange.com, for more information.

Jason Mauro, English and Foreign Languages, invited faculty to Movies on the House.

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven
Donna Mohr reported for Sharon that the committee met on September 28; it will meet again October 12, 26, and November 9 to meet new catalogue deadlines for curricular changes. Please submit all paperwork to the committee by October 20.

Academic Standards Committee - Pali Sen
Kathleen Cohen reported for Pali that the committee has been discussing Latin honors issues. Look on the Faculty Association website for the next meeting date.

Academic Technology and Support Services Committee - Bruce Kavan
Geraldine Collins reported for Bruce. The committee met September 27 to discuss several things: 1) requiring computers for all UNF students; 2) alternative web-based bookstores (incidentally, the UNF bookstore has a web page for us to consult and students can order textbooks on-line); 3) our distance learning teaching policy is on the committee agenda and is being investigated; and 4) the timeliness in removal of an incomplete on student records. The committee is likewise looking at the process of updating student records. The next
Adjunct Affairs Committee - Bob Roggio

Nick Wilson reported for Bob. The Committee wants faculty input.

Budget Advisory Committee - Paul Mason

The committee met a week ago to receive data on the budget and will publish this information in the next Faculty Association packet. The next committee meeting is October 20 at noon.

Faculty Affairs Committee - Judy Solano

The committee has received two nominations for honorary degrees: J. Brooks Brown and Abdou Diouf, the President of Senegal. The committee recommended both positively to the Provost. The committee met with Joann Campbell for options for what to do with redistribution of TIP/PEP money when the initial recipients of TIP and PEP money leave the university.

The committee will be working to devise a process for the distribution of equity monies; such monies will be available in the spring. The committee has a some items on today's agenda and will meet again on October 15 at noon.

Steve Shapiro reminded faculty that the Faculty Association approves individuals who receive honorary degrees and has delegated this authority to the Faculty Affairs Committee.

Faculty Enhancement Committee - Verna Urbanski

The committee met September 9 to set its priorities. It will draft a mission statement for the new Faculty Center and will plan for a newsletter. The next meeting is October 14.

Govermental Relations - Terry Bowen

Pam Zeiser reported for Terry. The committee will be meeting in the next week or so.

Nominations and Elections Committee - Diane Tanner

There are vacancies on the committee. Check the web-site if you are interested.

Promotion and Tenure Committee - Bill Slaughter

No report.

Research Committee - Cindy Nyquist-Battie

The Committee met with Sponsored Research to discuss measuring UNF research productivity and infrastructure needs. It meets again October 15 at noon.

Strategic Planning Committee - Donna Mohr

Donna reported on the September 20 meeting to review issues of planning in the university, the UNF mission, and the campus master plan. President Hopkins has also formed a planning committee, so the Faculty Association committee will forward its findings to the presidential group. Pertinent documents are posted on the Faculty Association web page. Please peruse them and give Donna’s committee input by e-mail to Donna or talk to committee members by October 18. Its next meeting is October 25.

Steve added that Donna is on the presidential committee, as is Steve in an ex-officio capacity.

Executive Committee - Kathleen Cohen

Kathy reported that the Executive Committee, which plans the monthly Faculty Association agenda, will meet October 19. Chairpersons of all standing committees should be there or send a delegate.

V. Other University Committee Reports

Graduate Council - Tom Serwatka

Tom announced that the council met September 28 to discuss graduate faculty status and to examine current graduate programs. October 19 is the next council meeting.

Safety Advisory Council - Ted Stumm

Ted reported that the committee’s next meeting is October 18; its members are still looking
for a vice-chair. Steve reminded the faculty that someone is needed to be vice-chair who will be willing to become chair next year. Let Steve know if you are interested.

VI. Special Reports

President - Anne Hopkins

Dr. Hopkins thanked faculty for coming to the inaugural events. She announced that both honorary degrees recommended by Faculty Affairs will be awarded, maybe in December for Mr. Brown, and at another time for the President of Senegal. She noted that the mission review and budget-planning cycle are underway. The University Council is meeting and reviewing draft papers on these processes. She envisions creating a holistic perspective on what UNF should be and an open process for anyone who is interested. She took questions on her inaugural address. Nick Wilson asked if her statement on doctoral programs was at odds with Chancellor Herbert’s definition of the institution. What sorts of programs did you have in mind? President Hopkins speculated that three to six new PhD programs plus what we have now might be apropos. Programs with an applied or public dimension seem most apt to her, not in arts and sciences, but in computer science or counseling. She urged faculty to think broadly in crafting such programs and thinks that interdisciplinary rather than traditional arrangements would be best for UNF.

Jim Crooks asked if UNF would be extending its inner city schools outreach program, Pathways to Success? President Hopkins replied that many people are contributing to this effort, but there are dilemmas. UNF is making a big commitment to Pathways, but how much larger a program can we manage? Size may defeat the critical purpose of creating a nurturing environment for particular students. Four Pathways students have graduated this year; 8 will next year. UNF may begin a capital campaign to attract merit students as its next special effort.

Legislative Liaison Report - Janet Owen

No report.

United Faculty of Florida - Gary Harmon

No report.

VIII. Question and Answer Period

Jeffrey Will reported a problem with muddy field between the new garage and classroom buildings. The problem will be passed on to Robert Fagin.

VII. Legislative Items

Item 1 FA 99-31: Submitted by the Faculty Affairs Committee.

Judy Solano moved acceptance of the item, Award of Posthumous Baccalaureate Degree, with a friendly amendment to strike the last three words: "and final transcripts."

The motion passed.

Item 2 FA 99-32: Submitted by the Faculty Affairs Committee.

Judy Solano moved acceptance of the item, Proposed Usage Rules for the Faculty Commons. Dale Clifford moved an amendment and it was seconded to replace the lengthy list with just two rules: Common courtesy prevails and faculty needs come first. Anybody else needs permission to use the facility.

The motion to amend failed on a hand count and the original motion passed.

Item 3 FA 99-33: Submitted by the Faculty Affairs Committee.

Judy Solano moved acceptance of the item, Proposed Usage Rules for the Cirt 24-hour Access Area.
The motion passed.

IX. Adjournment

The meeting adjourned at 1:05 p.m.

Respectfully submitted,

_________________________________
Elizabeth Lane Furdell, Secretary
I. Call to Order
The meeting was called to order by the President Steve Shapiro at 12:19 pm.

II. Approval of Minutes - February 3, 2000
The minutes of the February meeting were approved as distributed on the web.

III. Announcements
President Shapiro announced that there would be elections for Faculty Association officers and for the UFF contract approval vote today.

Hugh Jones, emeritus member of the UNF Foundation, announced that he is collecting names of student nominees for the Albert D. Ernest, Jr., Caring Award and for the William Halamandaris Annual Fellowship at the Heart of America Foundation. This internship is fully paid to spend 6 to10 weeks at the Foundation in Washington, D.C. Information and applications are available at the back of this room.

Len Lipkin from Math announced he is looking for student nominees for the Willard Ash Award for students who have engaged in broad interdisciplinary study and community interests.

President Shapiro suggested the faculty read the March 1 letter in the Spinnaker from Dr. Hopkins, who comments about recent issues on campus and in the state.

President Shapiro announced that there will be an Academic Affairs/ Faculty Association/UFF-sponsored picnic on April 7. There may be sporting events in addition to food.

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven
Sharon DeHaven said her committee had no items for today's agenda. The Committee has revised the APC forms, which are ready to be used immediately. There is a new APC3 EZ for minor changes only. Len Lipkin from Math asked if it is already on the web, but Steve said no. Their next meeting is March 14 at 2p.m. in 11/1327.

Academic Standards Committee - Pali Sen
Pali Sen said her committee has two agenda items for today. The next meeting has not been scheduled.

Academic Technology and Support Services Committee - Bruce Kavan
Bruce Kavan was absent, but a committee member reported that the committee is drafting a document on infrastructure support for distance learning

Adjunct Affairs - Bob Roggio
Bob Roggio announced that his committee has one agenda item for today.

Budget Advisory - Paul Mason
Paul Mason said his committee has met to discuss budget priorities for the University. He hopes to bring a resolution to the Faculty Association Executive Committee at the next meeting on March 21, and to the Association for a vote at the April meeting.
Faculty Affairs Committee - Judy Solano
Judy Solano said the committee had two agenda items for today. The next meeting is on March 16 in 11/1327. Judy commented on the committee's work on the market equity salary adjustments. The University still doesn't know what amount it will receive, or when the money will come. The UFF contract requires that Academic Affairs consult with faculty to recommend guidelines for distribution. Gary Harmon and Joann Campbell worked with the Faculty Affairs Committee to develop these guidelines. The committee decided early in the process not to devise a salary competition. Distance from market, years of service and merit must be considered in the process. The committee focused on 9 distribution models and Joann ran model data, which sometimes gave unanticipated results. The committee recommended a model, but Judy commented that not all members are completely happy with the results. This model will be posted on the Association home page as an information item by the end of spring break. Judy reminds the audience that the Faculty Association does not vote on this, nor will it be endorsed by the Association.

Faculty Enhancement Committee - Verna Urbanski
Verna Urbanski reported that the committee continues to work on the application process for summer teaching grants. Dr. Jaffee reported to the committee on the Office of Faculty Enhancement's activities. This committee agreed to help Dr. Jaffee with the Faculty Fellows process. The cabinet has arrived for the TV and video in the Faculty Commons. Next meeting is on March 15 at 10 a.m in the Faculty Enhancement conference room.

Governmental Relations Committee - Terry Bowen
Terry Bowen said that the committee is planning its trip to Tallahassee. On March 17, the President will meet with the committee in the President's conference room.

Nominations and Elections Committee - Peggy Emmelhainz
Peggy Emmelhainz took nominations from the floor for the Faculty Association Standing Committees and Other University Committees. Elections will be at the April meeting. Voting for officers is today and Friday morning in the library.

Additional nominations for Faculty Association Committees:
Academic Programs--none
Academic Standards--none
Academic Technology and Support Services--none
Adjunct Affairs--Dale Clifford, Dick Bizot
Budget Advisory--none
Faculty Affairs--Ellie Scheirer, Pat Plumlee, Chris Rasche
Faculty Enhancement--Len Roberson, Otilia Salmon
Governmental Relations--none
Promotion & Tenure--Faiz Al Rubaee
Research--Cheryl Van Deusen, Bert Koegler, Matt Corrigan, Ellie Scheirer
Strategic Planning--Donna Mohr

Additional nominations for Other University Committees:
General Education--For Social Sciences, Paul Hassall, Pam Zeiser
Osprey Productions--Cindy Scott
Sabbatical Selection--Pat Geesey, Martha Rader,
Student Government Association Budget--John Capps
Spinnaker--none
Student Conduct Board--none
University Appeals--Marty Carcieri
Sustained Performance Evaluation--Ellie Scheirer

Promotion and Tenure Committee - Bill Slaughter
Bill Slaughter remarked that the Provost has made his recommendations to the President.

Research Committee - Cheryl Van Deusen
Cheryl Van Deusen said that the committee has prepared a Research Environment Survey; she asks that everyone please respond.

Strategic Planning Committee - Donna Mohr
Donna Mohr said that the committee last met on February 10 with President Hopkins, Dr. Kline, and
Bob Fagin to discuss planning issues. The next meeting is on March 14, when it will look at university imperatives.

Executive Committee  - Kathleen Cohen
Kathleen Cohen announced that the next meeting will be March 21 at 12:15 in the Faculty Association Meeting Areas 11/1327.

V. Other University Committee Reports

Graduate Council  - Tom Serwatka
Tom Serwatka announced the Council will meet on March 22 in the President's Conference Room at 2 p.m.

Safety Advisory Council  - Ted Stumm
No report.

VI. Special Reports

President  - Anne Hopkins
President Anne Hopkins said that the legislative session begins Tuesday, March 7. A large demonstration against the One Florida initiative in Tallahassee is planned. The NAACP has taken the Initiative to court. It is difficult to read the legislature right now. Dr. Hopkins chose the Spinnaker to communicate her thoughts to the university community. She met with Senator Horne this morning in Orange Park. He will be the chair of the House Appropriations Committee next year. She hopes he remembers UNF. She commented on the Adjunct Resolution before the Association today. She and Dr. Kline are trying to decrease the use of adjuncts. The university is conducting searches for 45 new tenure lines now, and she hopes to have at least as many next year. Additional new faculty positions are crucial for UNF’s future. Dr. Kline commented that the university put $500,000 into adjunct salaries, increasing the salary of each adjunct by $500 on average.

Legislative Liaison Report  - Janet Owen
No report.

Faculty Enhancement Center  - David Jaffee
David Jaffee reported that more faculty are using the Faculty Commons. He is searching for a full-time director of CIRT. He is designing a newsletter, which should be ready after spring break. He is also putting up a webpage with links to interesting sights. He has been holding informal gatherings with junior faculty to gather information about their concerns. He has put out a call for Faculty Fellows to develop workshops for next year. He is looking at alternative web-based platforms for teaching and learning instead of webct; Blackboard is one of the platforms in which he is interested. He asked the faculty to let him know of others that they may like. He passed out a flyer announcing spring events, such as the brown bag demos series, for the month of March.

United Faculty of Florida  - Gary Harmon
Gary Harmon commented on the April 7 picnic. He is stepping down as campus UFF president next year, so he is looking for a replacement. Watch for the new UFF website with links to interesting sites. He reminded everyone to vote on the contract today and tomorrow.

VII. Question and Answer Period

President Shapiro asked Dr. Kline if he would share his thoughts on what is expected for promotion to full professor after this year's promotion and tenure process is over.

VIII. Legislative Items

Item #1 FA 00-06: Submitted by the Academic Standards Committee.
Upper Division Transfer Admission Policies and Procedures for Applicants Who Do Not Meet Admission Requirements: Moved by Pali Sen.
Dale Clifford questioned what the phrase "admission counseling" meant. Pali Sen responded that it was a generic phrase to refer the student back to the College.
Item passed.

**Item #2 FA 00-07:** Submitted by the Academic Standards Committee.  
**SACS University-Wide Syllabi Policy.** Moved by Pali Sen.  
Item passed.

**Item #3 FA 00-08:** Submitted by the Adjunct Affairs Committee.  
**Resolution: Adjunct Instructor's Compensation, Support, and Professional Development.**  
Moved by Bob Roggio.  
Because Adjunct's minimum pay will be raised by $500, Dale Clifford offered a friendly amendment to remove plan B on page 5 (increase minimum compensation by $300...). Bob Roggio accepted.  
Item passed.

**Item #4 FA 00-09:** Submitted by the Faculty Affairs Committee.  
**Use of the Faculty Commons by Faculty Emeritus.** Moved by Judy Solano.  
Item passed.

**Item #5 FA 00-10:** Submitted by the Faculty Affairs Committee.  
**Access to the Faculty Commons.** Moved by Judy Solano.  
Item passed.

**IX. Adjournment**  
With no further business, the meeting adjourned at 1:15 p.m.

Respectfully submitted,

_________________________________

Kathleen Cohen
Minutes taken by Kathleen Cohen in the absence of Secretary Elizabeth Furdell
I. Call to Order
President Steve Shapiro called the meeting to order at 12:15 p.m.

II. Approval of Minutes - OCTOBER 7, 1999
The minutes of the October 7, 1999 meeting were approved as distributed on the web.

III. Announcements
Steve reminded the assembly that the UNF Faculty-Staff fund drive is currently in progress. Please contribute what you can.

The new Faculty Center has opened. Steve thanked Chris Rasche for her work in bringing it about.

The UNF Campus Climate Survey is on the Faculty Association web site, but has not received any hits. Please visit the site and answer the questions to help gauge the institutional situation.

The Faculty Association Committee looking at questions of intellectual property passed its report on to the Provost, and he in turn will make recommendations to President Hopkins.

Chris Rasche announced that the finishing touches on the Faculty Commons will be installed soon including coffee machines.

T. J. Accord, UNF Bookstore Manager, announced that on-line book ordering is available to our students. They can reserve books ahead of time. A textbooks.com campaign is being launched to inform students of their options. As of now, only 38% of faculty have ordered books for spring classes. Please get your book orders in right away.

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven
APC has two items on today's agenda. The committee met three times recently to handle the large volume of APC forms submitted in time for the catalogue deadline. Sharon thanked FA Office secretary Pat Nelson for her work with the committee. The committee will meet November 9.

Academic Standards Committee - Pali Sen
The committee met October 12 and has an agenda item on today's calendar. It will meet again November 9.

Academic Technology and Support Services Committee - Bruce Kavan
Geraldine Collins reported for Bruce. The committee met November 11 to discuss student computer requirements and distance teaching policy. It convenes again December 6.

Adjunct Affairs Committee - Bob Roggio
Nick Wilson reported. The committee is surveying adjunct pay scales at other institutions and developing strategies to present later to the provost.

Budget Advisory Committee - Paul Mason
An information item can be found on the FA web page. The committee will meet November 8 at noon with President Hopkins.
Faculty Affairs Committee - Judy Solano
The committee has one item on today's agenda. It will meet next on November 12 at noon to discuss plans for distribution of market equity funds.

Faculty Enhancement Committee - Verna Urbanski
The committee is preparing materials on faculty enhancement and has finalized the draft language of a proposed mission statement. In addition it is looking at summer grant proposals and preparing lists of speakers for incoming Faculty Enhancement Director Dr. Jaffee. The committee meets again November 9 at 10:30 a.m.

Govermental Relations - Terry Bowen
Margaret Nonnemacher reported. November 18 is the next meeting at which the role of this committee will be discussed.

Nominations and Elections Committee - Diane Tanner
The committee is still searching for an at-large member to sit on the Appeals panel. Ballots have been distributed for today's election. Steve opened nominations from the floor; nominations closed with no additions. Therefore Steve declared all running unopposed winners and said he would appoint a College of Arts and Sciences representative to the Nominations and Elections Committee. Those elected were:

Nile Stanley College of Education & Human Services
Jim Alderman Library
Diana Tanner At-Large
TBA College of Arts & Sciences

Promotion and Tenure Committee - Bill Slaughter
No report.

Research Committee - Cindy Nyquist-Battie
The committee is meeting to discuss its survey on faculty research needs.

Strategic Planning Committee - Donna Mohr
On October 25 the committee reviewed various mission statements and drafted one which was then forwarded to the Presidential Committee. There are plans for open hearings on a new mission statement. November 15 is the next meeting for Donna's committee at which institutional priorities and imperatives will be examined.

Executive Committee - Kathleen Cohen
The next meeting is November 16. All committees should be represented at Executive Committee meetings, so chairs should appoint representatives in their absence. Please bring any agenda items for the December Faculty Association meeting to the November 16 meeting.

V. Other University Committee Reports

Graduate Council - Tom Serwatka
November 19 is the next meeting to discuss the Council composition.

Safety Advisory Council - Ted Stumm
The next meeting is November 15 at 3 p.m. Ted is still looking for a vice-chair. If you are interested in traffic or student safety issues, please contact him.

VI. Special Reports

President - Anne Hopkins
President Hopkins discussed the recent conflict over clubs and budgeting within student government.
She intervened to cool things down, but is still working on the problem. She was asked: What has been the community response to the attendant publicity?

Individuals have been supportive, but reportage in the newspaper was problematical. People in the community are concerned about campus disagreements, but understand that students need to resolve things for themselves. She is convinced there were no racial motivations involved and hopes the climate of toleration on campus was not damaged. So where does it stand now? It is likely that the student government itself will kill the notion of an umbrella organizational arrangement. Ending this problem does not resolve the question of the funding of relevant groups, but there are ample opportunities for students to make changes within the budgeting process.

Mary Borg voiced concern about the misinformation circulating concerning the African-American Student Union monies. The president promised that Tom Robinson will try to dispel some of that misinformation at a student government meeting tomorrow.

Nancy Levine inquired if Dr. Buck's recent resignation was connected to the crisis? President Hopkins replied that it was absolutely not.

**Legislative Liaison Report**  - Janet Owen

No report.

**United Faculty of Florida**  - Gary Harmon

Gary reported on recent UFF activities including funding for graduate students' salaries, UFF representation in the budgeting process, and health insurance costs. There will be a UFF Rights and Responsibilities Workshop on campus in the near future.

**VIII. Question and Answer Period**

Steve noted that the Board of Regents will meet on the UNF campus November 18-19 in the University Center.

Nick Wilson had a question for President Hopkins which will be submitted to her by mail: Will there be designated smoking areas on campus?

**VII. Legislative Items**

Donna Mohr moved to put Agenda Item # 3 (FA 99-36) first at the top of the docket. Her motion passed.

**Item # 3 - FA 99-36**: Pali Sen moved acceptance of the item, submitted by the Academic Standards Committee, regarding Latin honors. The item passed.

**Item # 1 - FA 99-34**: Moved by Sharon DeHaven, submitted by the Academic Programs Committee. (College of Arts and Sciences new courses and program change). The item passed.

**Item # 2 - FA 99-35**: Moved by Sharon DeHaven, submitted by the Academic Programs Committee. (College of Business Administration new courses and program change). The item passed.

**Item # 4 - FA 99-37**: Moved by Judy Solano, submitted by the Faculty Affairs Committee. This item addresses redistribution of TIP and PEP monies. After brief discussion, the item passed.

**IX. Adjournment**

With no further business, the meeting adjourned at 12:55 p.m.

Respectfully submitted,

_____________________________
Elizabeth Lane Furdell, Secretary
I. Call to Order

The meeting was called to order by the President Steve Shapiro at 12:20 p.m.

II. Approval of Minutes - March 2, 2000

The minutes of the March meeting were approved as distributed on the web.

III. Announcements

President Steve Shapiro reminded the faculty that textbook orders for the summer term were due on March 15; if you have not already done so, please place your orders. There will be a picnic tomorrow at noon followed by a faculty softball game coached by Steve and possibly the President.

Pat Nelson has transferred to another department. Our thanks for her devoted service to the Association. Steve presented her with a plaque. Pat Nelson thanked everyone and remarked that it had been a pleasure working with us. She especially recognized working with three presidents, Judy Solano, Chris Rasche, and Steve Shapiro. Steve introduced the new executive secretary, Cindy Chin.

Election for Distinguished Professor is today. Steve introduced the two candidates, Pritchy Smith from the College of Education and Human Services and Chudley Werch from the College of Health.

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven

Sharon DeHaven's committee has one agenda item from the College of Health. The next meeting is April 11. She reminded everyone that the new APC forms have been distributed to deans and APC reps; please use the new forms, which are easier and clearer.

Academic Standards Committee - Pali Sen

Pali Sen has three agenda items, one on a revised policy for late withdrawals, one on the status of academically suspended students and university events, and one on dean's list transcript notification. The next meeting is April 14.

Academic Technology and Support Services Committee - Bruce Kavan

Bruce Kavan was absent.

Adjunct Affairs - Bob Roggio

Bob Roggio reported that the committee is working on follow through on the resolution passed last month. The next meeting is April 11.

Budget Advisory - Paul Mason

Paul Mason reminded everyone that his committee has an Information item regarding 2000-2001 budget priority recommendations in today's packet.

The President has asked to delay discussion on the recommendations until after the spring commencement. He also requested that the committee change its timetable next year so that the recommendations can be addressed before the legislative session begins.

Faculty Affairs Committee - Judy Solano
Judy Solano stated that the committee has one agenda item regarding revised usage rules for the Faculty Association meeting rooms. The next meeting is April 13.

Faculty Enhancement Committee - Verna Urbanski

Verna Urbanski said that the committee heard the report of the Enhancement Office activities from David Jaffee, and the summer teaching grant process, and provided input on Faculty Fellow applications. The next meeting will be on April 12.

Governmental Relations Committee - Terry Bowen

Terry Bowen reported that some of the committee members and Steve Shapiro went to Tallahassee last week for Jacksonville day.

Dan Whitehead continued the report. The group attended a reception and dinner, and the next day met the Duval Delegation. While there, the President was able to garner additional money for the science and engineering building.

Steve added that Janet Owen is very well regarded in Tallahassee, and she does an effective job for UNF.

Nominations and Elections Committee - Peggy Emmelhainz

Peggy Emmelhainz announced that there are elections today for Distinguished Professor and Association Committees.

Promotion and Tenure Committee - Bill Slaughter

Bill Slaughter reported that he does not know yet what the President has done with the recommendations, but he can report on the committee's and Provost Kline's actions. There were five candidates for tenure. The committee recommended three of them, and Provost Kline concurred with the committee's recommendation. There were four candidates for promotion to the rank of Associate Professor. The committee recommended two, and Provost Kline supported that recommendation. There were three candidates for promotion to the rank of Full Professor. The committee recommended one, Provost Kline recommended all three.

Provost Kline has indicated that he would like to meet with the committee at some point in the not too distant future to review the year.

Research Committee - Cheryl Van Deusen

Diane Kazlauskas reported for Cheryl Van Deusen. The committee is compiling the survey results. She urged faculty to return the survey. The next meeting is April 11.

Strategic Planning Committee - Donna Mohr

Donna Mohr said the committee was reviewing the five-year imperatives. She has passed them on to the President's Committee on the University's Mission, chaired by Joann Campbell. No meeting is planned.

Executive Committee - Kathleen Cohen

Kathleen Cohen announced that the next meeting would be April 18 at 12:15 in the Faculty Association offices.

V. Other University Committee Reports

Graduate Council - Tom Serwatka

Tom Serwatka--absent.

Safety Advisory Council - Ted Stumm

Ted Stumm said that the next meeting is April 24 in the President's Conference Room. The committee is dealing with reports that students are lying on second floor balcony ledges.

VI. Special Reports

President - Anne Hopkins

President Anne Hopkins is in Tallahassee discussing the proposed legislation on SUS governance.
Legislative Liaison Report - Janet Owen
Janet Owen is in Tallahassee.

First Coast Technology Park - Robert Fagin
Robert Fagin reported on the recent events. The first 45 acres have been sold. AOL will move its call center from the Northside, Auchter will build its new headquarters, ADT will move into a new building, and Philips & Co. has bought land to develop. These deals brought in $6 million gross, which will pay off all debts and other obligations, then the net will be returned to the Foundation. Phase 2 of 100 acres will be available in 2006. The city will begin widening Kernan Boulevard to four lanes, starting in about 4 weeks, to be ready for the Fall semester.

Faculty Enhancement Center - David Jaffee
David Jaffee said he has completed the search for CIRT manager. She is Deborah Abbott, who has worked in Sponsored Research at the University of Florida. She will begin April 19.

United Faculty of Florida - Gary Harmon
Gary Harmon expressed his concern that there is a real problem in the state with the SUS governance legislation. The $10 million pot for faculty salaries has shrunk to $6 million. Retirement policies are being looked at, and he hopes that they are not made worse. It is proposed that vesting be shortened to 5 years and that the final compensation be calculated on the three highest years. UFF lobbyists are meeting with legislators regarding the governance proposals. The Chancellor hopes to slow it down, but it is moving very fast. Gary has prepared a statement to send to our legislators. All 10-university presidents oppose the plan to abolish the BOR because the university system needs statewide coordination. Board appointments are for 6 years to develop expertise in complicated areas, which local boards would not be able to handle. The boards shouldn't bow to community pressures. The reorganization will encourage "turf wars" which are not good for faculty or students. He urged us to email and phone our legislators with our opinions.

VII. Question and Answer Period
Sheila Mangum (Library) commented that retirement compensation is calculated on the highest three years, not the last three.

Pam Zeiser (Political Science/Public Administration) remarked that the TV's are being removed when Davis projectors are installed, but the new projectors cannot handle closed captioning.

Ellie Scheirer (COEHS) inquired about the notice in the Campus Police newsletter that more parking for dorms will be available in existing parking garage space, and she is concerned about space.

Bob Fagin said that the west side of the garage is for handicapped on the first floor and that some of those spaces have been re-classified for general parking. Everyone who parks on the first floor pays first floor rate.

Jay Huebner (Natural Sciences) asked if the rules regarding OPS pay and retirement could be changed?

Joann Campbell said that those rules are made by the state Division of Retirement and are not a local matter. OPS do not feed money into the retirement trust fund.

Minor Chamblin (Psychology) thanked the Budget Advisory Committee for its work. He asked if the data can be made more available, and if specific comparisons can be made to other SUS institutions?

Mary Borg (Economics) announced that the first annual undergraduate research conference will be on Friday, April 14, from noon to 4:30, in the College of Business auditorium.

Gary Harmon had a question for himself. How is the picnic coming along? 60 to 70 faculty have responded that they will attend. David Kline and Steve Shapiro are the coaches for the softball teams. The picnic, sponsored by Faculty Affairs, Academic Affairs, and UFF, will be behind Harmon stadium at the women's soccer field.
VIII. Legislative Items

I

Item #1 FA 00-11: Academic Programs Committee -- College of Health program changes moved by Sharon DeHaven. No discussion. Item passed.

Item #2 FA 00-12: Academic Standards Committee -- Proposed Revised Policy for Late Withdrawals at UNF moved by Pali Sen.

Dale Clifford made a friendly amendment to remove the "I" provision, since it was a different matter from late withdrawal. Accepted.

Dr. Kline said the item removes the option of the A W," which had been previously passed by the Association.

Judy Solano added that faculty did not want to be the only approval/disapproval signature and wanted additional approval by the dean/chair, and this item changes that.

Earl Traynham asked if someone from the Academic Standards Committee could speak about this item.

Pali says this proposal does not affect the previous form.

Steve Shapiro commented that the form referred to was not approved by the Association.

Kim Luther (Records & Registration) said its design happened before she came on. Bill Slaughter reminded the audience that this is a late withdrawal policy, and the faculty member should have good evidence for a grade.

Al Tilley moved to amend the item, to add W, WP, or WF. Discussion on amendment. Amendment passes.

Earl Traynham said he is against removing the chair and the dean from the late withdrawal process because he thinks that the faculty member would be put under a lot of pressure with no support.

Comment from Amy Allen (COH) that the faculty member is more familiar with the case, not deans or chairs, thus better prepared to handle the matter.

Bill Slaughter said the faculty member has the prerogative to give grades.

Lewis Radonovich questions the purpose of a withdrawal deadline if this item passes.

Len Lipkin supports Earl Traynham's rationale; this item complicates the withdrawal process, and he also agrees with Lewis Radonovitch.

Steve Shapiro stepped away as the meeting chair to remark that he agrees with the current policy.

Dennis Gay said there should be a process for complete withdrawal.

Chris Rasche spoke against the item. Question was called, passed. Item failed.

Item #3 FA 00-13: Academic Standards Committee -- Eligibility Policy for Academically Suspended Students to Represent the University as a Member of a University Sponsored Activity moved by Pali Sen. No discussion. Item passed.

Item #4 FA 00-14: Academic Standards Committee -- Proposed Dean's List Notification Policy moved by Pali Sen. No discussion. Item passed.

Item #5 FA 00-15: Faculty Affairs Committee -- Revised Rules for Faculty

http://www.unf.edu/groups/unffa/minutes_FA_archive/FA_minutes9900/FA_minutes_04_06_00.html[10/31/2013 1:42:03 PM]
Association Meeting Rooms moved by Judy Solano. No discussion. Item passed.

IX. Adjournment
The meeting adjourned at 1:18p.m.

Respectfully submitted

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Kathleen Cohen

Minutes taken by Kathleen Cohen in the absence of Association Secretary Elizabeth Furdell
FACULTY ASSOCIATION MEETING MINUTES
December 2, 1999

I. Call to Order
President Steve Shapiro called the meeting to order at 12:15 p.m.

II. Approval of Minutes - November 4, 1999
The minutes of the November 4, 1999 meeting were approved as distributed on the web.

III. Announcements
Steve announced that President Hopkins will host a reception before the upcoming UNF basketball game against Edward Waters College. Contact Valerie Anthony for information and reservations.

T. J. Accord reported that the UNF Bookstore is making improvements on getting spring books in stock ahead of time. Please turn in your book orders as soon as possible. Check your e-mail to see if there are any ordering problems, and tell your students that book buy-back time is this week.

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven
There are five items from the committee on today's agenda, encompassing 145 curricular changes. The committee met twice this month, November 9 and 30, in order to complete all these catalog changes; it will meet again January 11.

Academic Standards Committee - Pali Sen
The committee met November 9 and 30 to discuss the procedure for student medical withdrawal, sending on its suggestions to the Vice-President for Student Affairs. The committee meets again January 10 at 3:00 PM.

Academic Technology and Support Services Committee - Bruce Kavan
No report.

Adjunct Affairs Committee - Bob Roggio
Nick Wilson reported that the committee met November 30 to go through the draft of its final recommendations which deal with adjunct compensation, support services, etc. These recommendations will be sent to the Executive Committee within two weeks.

Budget Advisory Committee - Paul Mason
The committee met yesterday to discuss some historical data on the distribution of funds through Academic Affairs. The committee hopes to meet with Provost Kline in January.

Faculty Affairs Committee - Judy Solano
The committee met with Joann Campbell to discuss distribution of market equity funds. Another meeting is scheduled for December 8.

Faculty Enhancement Committee - Verna Urbanski
The committee is currently reviewing summer teaching grants. It will meet again December 9. It has one agenda item on today's calendar.

Governmental Relations - Terry Bowen
Pam Zeiser reported that the committee met recently and will meet again to see how its duties fit with other liaison units within the university.
Nominations and Elections Committee - Diane Tanner
One vacancy remains to be filled from the College of Arts and Sciences on the Nominations and Elections Committee. Please volunteer.

Promotion and Tenure Committee - Bill Slaughter
Ellie Scheirer reported that the committee's first meeting to obtain its charge from the Provost is set for December 14.

Research Committee - Cindy Nyquist-Battie
The committee is now reviewing summer research grants. It will meet again December 7.

Strategic Planning Committee - Donna Mohr
The committee met and is finalizing its planning process.

Executive Committee - Kathleen Cohen
Two items are on today's agenda. The committee's next meeting is December 7. Kathleen thanked Pat Nelson, Sharon DeHaven, and the entire committee for their handling of the avalanche of APC forms.

V. Other University Committee Reports

Graduate Council - Tom Serwatka
Steve reported that changes in the make-up of the council are being discussed.

Safety Advisory Council - Ted Stumm
The committee will meet December 13 and January 24. Please submit any agenda items to Ted. Steve added that the committee is made up of people from across campus and is still looking for a volunteer to succeed Ted as chair.

VI. Special Reports

President - Anne Hopkins
President Hopkins distributed materials to the faculty that included a press release, documents, and letters regarding the Roland Buck situation. She discussed some procedural concerns in this still-open question and said that there were three important concerns for her: the integrity of UNF, the judicial presumption of innocence guaranteed Dr. Buck, and the rights of the alleged victim.

Research and Development Park - Bob Fagin
Bob displayed a map of the University and the First Coast Technology Park on Kernan Road. 288 acres were donated ten years ago to UNF by the Skinner family for a technology park, restricted from retail development. The parcel includes 145 acres of developable land. There has been more activity lately, prompted by the opening of the Kernan connection to J. Turner Butler Boulevard. The net cash proceeds from the park will flow to the UNF foundation as unrestricted assets. It is UNF's intention to make this a "high tech" research and development site. The RDA board met November 10 to announce that the Auchter Company corporate headquarters will be built in the park. Additionally, ADT, a security firm, will build its regional customer service center there, and AOL has targeted a third parcel for building, but that situation is currently on hold. Two developers are in discussion with the board, but there are pros and cons to allowing developers to come in. The board is talking to eight or ten other companies. Internships, part-time jobs, and lots of interaction are probable with these ventures and the connection to the university adds considerable value to the property. The board is also still talking to CTI.

United Faculty of Florida - Gary Harmon
Bargaining is currently going on at the state level between the UFF and the BOR. Both sides seem to agree that promotion monies should not come out of the merit money pool, but how merit might be distributed this year seems to be the crux of some disagreement between them. In January, faculty will receive a bargaining agreement survey from UFF asking what should be key issues addressed at the bargaining table. Locally, some irregularities have been noted at the departmental level in the promotion and tenure process, specifically on material added to dossiers and the response time-table. The procedural language may need to be revisited to rectify these irregularities. Joanne Campbell and Gary will offer a workshop, Rights and Responsibilities, in January regarding the contract.
VIII. Question and Answer Period

Paul Mason directed 2 questions to the Office of Enrollment Services:
(1) Is there a computer process to determine if students have prerequisites and corequisites for courses?
(2) Why are we no longer receiving notification of student withdrawals throughout the semester?

Judy Solano commented that the pilot program for calculating prerequisites is working well in the College of Computing Sciences and Engineering.

Margaret Nonnemacher asked when the rest of the sidewalks will be finished.

Bob Fagin replied "as soon as possible."

VII. Legislative Items

Item #1 FA 99-38: Submitted by the Academic Programs Committee.
College of Arts and Sciences - curricula additions and changes.
Moved by Sharon DeHaven.
Steve noted the following corrections to 99-110 and 99-111, credit hours should be 2 cr; 99-129, Ecological (not biological) Philosophy; 99-130, Introduction to Environmental (not biological) Studies. The motion passed.

Item #2 FA 99-39: Submitted by the Academic Programs Committee.
College of Business Administration - curricula additions and changes.
Moved by Sharon DeHaven.
Steve noted one correction: 99-052 should be listed as BBA Banking and Finance (not Financial Services). The motion passed.

Item #3 FA 99-40: Submitted by the Academic Programs Committee.
College of Computing Sciences and Engineering - curricula additions and changes.
Moved by Sharon DeHaven. The motion passed.

Item #4 FA 99-41: Submitted by the Academic Programs Committee.
College of Education and Human Services - curricula additions and changes.
Moved by Sharon DeHaven. Steve noted one correction: 99-148 strike Master of Education and substitute Bachelor of Arts in Education. The motion passed.

Item #5 FA 99-42: Submitted by the Academic Programs Committee.
College of Health - curricula additions and changes.
Moved by Sharon DeHaven. The motion passed.

Item #6 FA 98-43: Submitted by the Executive Committee on behalf of the Student Government Association. A proposal requesting that no classes be held the Wednesday before Thanksgiving.
Moved by Kathleen Cohen.
Kathleen noted that it would not be a holiday, only that no classes would be held.
Judy Solano noted that the move would not require an extra day on the current calendar.
Chris Rasche wondered that if you have a Wednesday-only class how you would make it up.
David Courtwright suggested you'd have to add a "Wednesday" somewhere.
Hank Camp, speaking in favor of the motion, opined that the student body has changed, and is no longer composed only of commuters but of dorm students with travel concerns.
Bill Caldwell argued that Tuesday will become the new travel day.
Ellie Scheirer agreed and noted that some reasons given for wanting the day off are specious.
Donna Mohr asserted that while the students' argument is that we have met the required number of days, there has been no discussion of how a Wednesday-only class can meet minimum hours.
Alex Diaz, President of the Student Government Association, said that students would happily add time to a class to accommodate their needs or add another day to give them the latitude to get home for the holiday.
David Courtwright offered a friendly amendment to conduct no classes on Thanksgiving Wednesday, provided that another Wednesday class day is added to the schedule. But the Executive Committee chair did not accept the amendment.
Chris Rasche then moved to refer the item back to committee to get more information on the issue; her motion passed.

Item #7 FA 99-44: Submitted by the Executive Committee. A proposal to permanently fix the date of Spring Break for the third week in March. Moved by Kathleen Cohen. President Hopkins asked that FA not fix the date as talks are on-going to set a common date with the Duval County schools and FCCJ. That common break would not necessarily be an established date. The motion was therefore withdrawn.


IX. Adjournment

With no further business, the meeting adjourned at 1:10 p.m.

Respectfully submitted,

_____________________________
Elizabeth Lane Furdell, Secretary
I. Call to Order
The meeting was called to order at 12:45 p.m. by President Steve Shapiro.

II. Approval of Minutes - April 6, 2000
The minutes were approved as posted on the website.

III. Announcements
Steve advised that important information about the Faculty Affairs Committee election would be handled later in the meeting.

IV. Standing Committee Reports

- **Academic Programs Committee** - Sharon DeHaven
  Three items from the committee are on the agenda today. The committee last met May 9; new members attended.
  The next meeting is June 13 at 2 p.m.

- **Academic Standards Committee** - Pali Sen
  One item from the committee is on the agenda today. Information about the committee’s next meeting time is forthcoming.

- **Academic Technology and Support Services Committee** - Bruce Kavan
  No report.

- **Adjunct Affairs** - Bob Roggio
  No report.

- **Budget Advisory** - Paul Mason
  No report.

- **Faculty Affairs Committee** - Judy Solano
  Several items from the committee are on the agenda. The next meeting is May 22 at 12:45.

- **Faculty Enhancement Committee** - Verna Urbanski
  The committee met twice in the past month, first to discuss summer teaching grants and to elect a new chair, Cindy Scott. No more meetings are planned for the summer.

- **Governmental Relations Committee** - Terry Bowen
  No report.

- **Nominations and Elections Committee** - Peggy Emmelhainz
  Please note the names of those recently elected to committees on the web page. A special election for the Faculty Affairs Committee will take place in the fall since there was confusion over a candidate who still had one year left to go on her term. So, to avoid any problems arising from that confusion, a new election is scheduled for September just for this committee.

- **Promotion and Tenure Committee** - Bill Slaughter
  No report, but faculty should note there will be a dossier workshop on May 23.

Steve remarked that the Provost's report on promotion and tenure is attached to today's
agenda.

Research Committee - Cheryl Van Deusen
No report.

Strategic Planning Committee - Donna Mohr
No report.

Executive Committee - Kathleen Cohen
The next meeting is May 16 at 12:15.
Cheryl Frohlich, the Faculty Association Vice-President elect and incoming chair of the Executive Committee will be there.

V. Other University Committee Reports

Graduate Council - Tom Serwatka
The next meeting is on May 25 at 1 p.m.

Safety Advisory Council - Ted Stumm
No report.

VI. Special Reports

President - Anne Hopkins
President Hopkins reported on an unusual legislative session. Among the items of interest are a 5% tuition increase across the board and new enrollment growth of 5,000 FTE built into the system. Enrollment caps were removed for large institutions which will impact UNF. We have to compete with them for undergraduates.

There is $2 million in growth moneys in the budget, but it is not usable for all items. She is disappointed with the 2.5% salary increase for USPS, but the library addition planning was approved and an additional $4 million for the science and engineering building.

Legislative Liaison Report - Janet Owen
Janet Owen continued the summary on the results of the legislative session. The retirement bill was a bone of contention: it provides some choice in two years for employees. Call or e-mail her for the bill.

Market equity money was eliminated.

New organization of state education passed, setting up a task force to study the governance of higher education during the next 2 years, and phasing out the Board of Regents.

The Senate version of the bill differed from that of the House; it was more specific about the timetable of that phase-out. Another bill to create four new universities in the state failed, but two law schools and one medical school were established.

There was lots of political horse-trading which influenced outcomes. Maybe the influence of term limits is evident in this grab-it-all-for-your-district atmosphere.

She was asked about the task force on governance and said that three reports are due with precise accomplishments called for in each report. Five of the members are appointed by the governor, three by the Senate president and three by the current Speaker. Who are they likely to be? We don't know, but they are likely to be folks who feel as the legislative leadership does on the issues.

President Hopkins interjected that it remains to be seen if we can influence the task force. She is still trying to unravel the implications of the changes proposed.

Janet responded to a questioner that Chancellor Adam Herbert had been careful in his disapproval of the bill, but he does not believe that eliminating the Board of Regents is in
the best interest of Florida.

President Hopkins said that those who favor the new organizational framework speak of a "seamless system of education" in Florida.

Janet warned that the new system could be highly politicized.

Steve Shapiro remarked that the SUS Advisory Council of Faculty Senates has written to Governor Bush to call attention to the political nature of such reorganization. The University of Florida faculty has voiced its disapproval of board abolition. He will post additional information on the Association web page as it become available.

Vice-President Robert Fagin reported on the master plan update. The review process is now underway, presided over by a committee composed of Provost Klein, himself and faculty representatives. Look for its web page and minutes for more information. He asked the faculty for input on the master plan revisions and alerted them to look for progress on the widening of Kernan Road.

United Faculty of Florida - Gary Harmon

Gary is ending his term as the UNF Chapter President. UFF tried with no luck to stop the abolition of the Board of Regents. He thanked the faculty for their help and interest during his tenure and introduced Bruce Fortado, the New Chapter President. He reminded faculty again of the dossier workshop.

Faculty Enhancement Center - David Jaffee

No report.

Steve noted that the regional baseball playoffs are next week.

VII. Question and Answer Period

None.

VIII. Legislative Items

Item #1 - FA 00-16 Submitted by the Academic Programs Committee

Sharon DeHaven moved the item.

Steve read the following corrections into the record:

00-013 delete the first sentence and substitute "in" for "I" in the next sentence.
00-014 strike "the" in the last sentence.
00-015 "contemporary" is misspelled

The item passed.

Item #2 - FA 00-17 Submitted by the Academic Programs Committee

Sharon moved the item and it passed.

Item #3 - FA 00-18 Submitted by the Academic Programs Committee

Sharon moved the item and it passed.

Item #4 - FA 00-19 Submitted by the Academic Standards Committee

Administrative Medical Withdrawal Policy

Pali Sen moved the item and it passed.

Item #5 - FA 00-20 Submitted by the Faculty Affairs Committee

Annual Evaluation Summary Ratings

Judy Solano moved the item.

Dale Clifford wondered what a "summary rating" is.

Judy said that some departments write long narratives about their faculty, but never come to a judgment on evaluation. Maybe we need a standard set of terms, but the committee couldn't agree on what those were. Many departments have explicit wording about evaluating in their by-laws. With this provision, all departments should have something specific to guide the evaluators.
Andy Buchwalter asked if there was to be a single, overall summary rating scale, and Judy responded that departments can determine their own.

Bill Slaughter noted that the Promotion and Tenure Committee did not have a problem understanding chair evaluations nor did it need such summary numbers in its deliberations. Judy noted that the ratings were not intended to be numbers or quantitative, but merely called for a conclusion on the part of the chair. These conclusions are important for sustained performance evaluations.

Gary Harmon couldn't recall that this has ever been a problem, so what's the basis for this new requirement?

Judy said that it has been a problem in the past.

Chris Rasche concurred that the summary ratings are supposed to protect faculty from an arbitrary re-evaluation by someone else later on. Things may have gone well this year, but that hasn't always been the case. There also needs to be some "bottom line" language for sustained performance evaluations as well as promotion and tenure. Post tenure review depends especially on evaluative language.

Pat Plumlee opined that departments should have the option to create such ratings, but Chris demurred that departments will not do it if they don't have to.

The motion failed 18-16 on a show of hands.

**Item #6 - FA 00-21** Submitted by the Faculty Affairs Committee

Distinguished Professor Award Guidelines

Judy Solano moved the item and it passed.

**Item #7 - FA 00-22** Submitted by the Faculty Affairs Committee

Confirmation of Attendance

Judy moved the item (altered to specify "student" attendance) and it passed.

**Item #8 - FA 00-23** Submitted by the Faculty Affairs Committee

Latin Honors Distinction

Judy moved the item.

Pam Chally defended the number of Latin honors given by the College of Health, noting that its limited access programs pull from 200-member student pools based on excellent GPAs.

Pali Sen agreed, saying that the proposal is unfair to students who "belong to the wrong college."

David Jacobsen said that the Dean of the College of Education supports this item.

The item passed.

**Item #9 - FA 00-24** Submitted by the Faculty Association President

The item passed.

IX. Adjournment

The meeting adjourned at 1:45 p.m.

Respectfully submitted,

Elizabeth Lane Furdell,

Secretary
I. Call to Order
Vice-President Kathleen Cohen called the meeting to order at 12:15 p.m. in the absence of President Steve Shapiro.

II. Approval of Minutes - December 7, 1999
The minutes of the December meeting were approved as distributed on the web.

III. Announcements
The policy on intellectual property passed last year by the Faculty Association was not approved by the administration on the basis that it lacked compliance with the UFF bargaining agreement. Steve Shapiro may form a new committee in the future to revisit the issue.

Nominations for Distinguished Professor, Outstanding Faculty Scholarship and Outstanding Faculty Service are due January 26 at 5 p.m.; see today's packet for more information.

Tom Serwatka introduced David Jaffee, Director of the new Faculty Enhancement Center. Dr. Jaffee encouraged faculty to stop by and say hello.

Richard Crosby announced installation of a traffic signal on Alumni Drive and enhancements for some classrooms including new carpets, lights, and chair rails.

Mary Davis announced that the library is accepting requests for class instruction in use of the facility. A request application can be found on the library's homepage under "electronic forms."

IV. Standing Committee Reports

Academic Programs Committee - Sharon DeHaven
The committee has two items on the agenda today. Its next meeting is January 11 at 2 p.m. The committee will be distributing new forms to be used for curricular changes within the next couple of weeks.

Academic Standards Committee - Pali Sen
The next meeting of the committee is January 10 at 3 p.m.

Academic Technology and Support Services Committee - Bruce Kavan
Geraldine Collins reported that the committee met December 6. It has one item on the agenda today.

Adjunct Affairs - Bob Roggio
The next meeting is January 11.

Budget Advisory - Paul Mason
Sheila Mangum reported that the committee met in December and will meet again

Faculty Affairs Committee - Judy Solano
The committee will meet January 13 at 12:15.

Faculty Enhancement Committee - Verna Urbanski
The committee sent its recommendations for summer grants to Dr. Kline and will meet next on
February 14 at 10 a.m.

**Governmental Relations Committee** - Terry Bowen

The committee met December 14 to discuss Legislative Day; its next meeting date and time is to be announced.

**Nominations and Elections Committee** - Diane Tanner

Peggy Emmelhainz is the new chair; please consult the last page of today's packet for additional information on the upcoming election.

**Promotion and Tenure Committee** - Bill Slaughter

The committee met December 14 to receive its charge from the Provost and is now reading applicant dossiers. Members will begin their deliberations January 14 and continue until the committee's work is done.

**Research Committee** - Cindy Nyquist-Battie

No report.

**Strategic Planning Committee** - Donna Mohr

No report.

**Executive Committee** - Kathleen Cohen

The committee will meet on January 18 at 12:15.

V. **Other University Committee Reports**

**Graduate Council** - Tom Serwatka

The council will meet January 21 in the President's Conference Room at noon. The annual meeting of the graduate faculty is scheduled for January 27 at 12:15 in 15/1303.

**Safety Advisory Council** - Ted Stumm

The next meeting will be January 24. The committee is working on a number of safety issues.

VI. **Special Reports**

**President** - Anne Hopkins

President Hopkins announced a few organizational changes. First, effective January 15 Intercollegiate Athletics will report to the President. Second, the Office of Career Development and Testing will be separated and placed under Student Affairs and the Provost respectively. Third, a new position, Assistant Vice-President for Administration and Finance with responsibility for auxiliaries, will be established. Finally, the search committee for a Vice-president for Student Affairs has been formed and will meet in the next couple of weeks; Provost David Kline will chair the search committee. A consulting firm will select the applicants for committee review.

**Legislative Liaison Report** - Janet Owen

No report.

**United Faculty of Florida** - Gary Harmon

Gary Harmon reported on the progress of contract negotiations, and he is disappointed with developments so far. He might not recommend the contract to his colleagues or vote for it himself. More information will be forthcoming by e-mail as will an inquiry via campus mail about what faculty would like to see negotiated. UFF is currently handling about six grievances, most to do with promotion and tenure problems.

VII. **Question and Answer Period**

Answers to previous questions concerning prerequisites and the new Withdrawal Audit Report have been posted on the web.

**Ellie Scheirer** asked a question in writing about food service availability: The Courtyard Cafe closed around 5 p.m. on Thursday, December 9, during the last night of final examinations. Many students...
and faculty, who assumed that the posted hours would be honored, were distressed to find that their examination schedules were apparently not considered important enough for the University to provide expected services. How can we be assured that such occurrences will not happen in the future?

Richard Crosby volunteered to look into the matter.

Pat Plumlee, referring to the one-page statement of credentials and goals asked of candidates for Faculty Association officer positions, inquired where this requirement came from and what is the rationale for it.

Judy Solano responded that the statement is one of the changes we agreed to in the By-laws. As Faculty Association gets larger as a group, we need information on each candidate; the statement is similar to the one used for Distinguished Professor balloting.

**VIII. Legislative Items**

**Item #1 FA 00-01:** Submitted by the Academic Programs Committee.
College of Computing Sciences and Engineering - new course, course changes and a program change.
Moved by Sharon DeHaven. The motion passed.

**Item #2 FA 00-02:** Submitted by the Academic Programs Committee.
College of Education and Human Services - new courses.
Moved by Sharon DeHaven. The motion passed.

**Item #3 FA 00-03:** Submitted by the Academic Technology & Support Services Committee.
A proposal concerning Student Computer Access Requirement.
Moved by Geraldine Collins.

**STUDENT COMPUTER ACCESS REQUIREMENT**

Beginning with the Fall 2001 term, all students will be required to have personal computer access with Internet service to gateway to UNF.

Ted Stumm asked about enforcement and Geraldine responded that this is the first step in having the requirement in place by Fall 2001. Ted then wondered why we should approve it in advance? Geraldine added that we need time to prepare for such a policy.

Chris Rasche noted that this requirement permits faculty to assume that students will have Internet access, but she questioned the wording of the item, especially the term "gateway," and proposed a friendly amendment, accepted by Geraldine on behalf of the committee, putting a period after the word "service."

Bob Vergenz voiced concern about student expense.

Judy Solano noted that students will not have to own a personal computer, just have access to the Internet. UNF cannot afford to continue to expand its computer labs.

Jim Smethurst said the item does seem to ask students to buy a computer.

Shira Schwam-Baird reminded faculty that if computers are required, students can then use their financial aid for such purchases.

Bill Slaughter said that the requirement gives faculty the right to assume we can use certain technologies after a given date.

Bob Vergenz suggested that the item be sent back to the committee to be re-written to say that students have the responsibility to have access to the Internet as required by their professors.

Jim Smethurst offered a friendly amendment to take out the word "required" and replace it with "expected." Geraldine declined, however, saying that "expectation" weakens the committee's intent.
David Courtwright moved that the phrase "an e-mail address" be added to the proposal, but since UNF students are already provided automatically with an e-mail account, David withdrew his motion.

Chris Rasche moved that the reading be "access to a personal computer with Internet service," and Geraldine accepted the new word order as a friendly amendment.

Charles Winton moved to extend debate time by one minute, which the faculty agreed to. He then moved to strike the words "Beginning with the Fall 2001 term," but his motion failed.

The amended main motion, "Beginning with the Fall 2001 term, all students will be required to have access to a personal computer with Internet service," then passed.

IX. Adjournment

With no further business, the meeting adjourned at 1:10 p.m.

Respectfully submitted,

_________________________________

Elizabeth Lane Furdell, Secretary
I. Call to Order
   Faculty Association President Steve Shapiro called the meeting to order at 12:45 p.m.

II. Approval of Minutes -- May 11, 2000
   The minutes for May 11, 2000, were approved as posted on the web site.

III. Announcements
   There were no announcements.

IV. Standing Committee Reports
   Academic Programs Committee - Sharon DeHaven
   No report.
   Academic Standards Committee - Pali Sen
   No report.
   Academic Technology and Support Services Committee - Bruce Kavan
   Geraldine Collins, reporting for Bruce, announced a June 8 committee meeting for orientation of new members and to discuss distance learning issues.
   Adjunct Affairs - Bob Roggio
   No report.
   Budget Advisory - Paul Mason
   The committee met electronically and chose Ted Stumm as its new chair. The committee response to Minor Chamblin's question is in this packet. The committee will meet again in August.
   Faculty Affairs Committee - Judy Solano
   The committee will meet June 20 at 12:45 after the Faculty Association Executive Committee.
   Faculty Enhancement Committee - Verna Urbanski
   No report.
   Governmental Relations Committee - Terry Bowen
   No report.
   Nominations and Elections Committee - Peggy Emmelhainz
   Diana Tanner reported that no meetings were scheduled, but that the committee is looking for appointees to fill several vacancies: three one-year terms on the Student Conduct Board, one two-year term on the Parking Committee, and one two-year term on the Safety Advisory Committee. Contact her for more information.
   Promotion and Tenure Committee - Bill Slaughter
   No report, but he plans to convene the committee electronically to elect a new chair.
   Research Committee - Cheryl Van Deusen
   The committee survey on the UNF research environment is still being analyzed.
Strategic Planning Committee - Donna Mohr
No report.

Executive Committee - Kathleen Cohen
The next meeting is June 20 at 12:15.

V. Other University Committee Reports

Graduate Council - Tom Serwatka
The Council met May 25. Faculty will receive minutes via e-mail.

Safety Advisory Council - Ted Stumm
No report.

VI. Special Reports

President - Anne Hopkins
Despite the governor's budget vetoes, President Hopkins reported that UNF did get the money it needs for a new science and engineering building. She announced a capital campaign to be launched with hoopla Oct. 21. The Deans have made lists of things to include in the campaign statement of needs.

Legislative Liaison Report - Janet Owen
The new governmental affairs web page (go to UNF support services) is up and running. UNF maintained its position as #6 among universities in state budget disbursements. Only one of the governor's vetoes affects us, allocation for the I-95/1-10 corridor. The market equity money allocation plan is held up in the governor's office, but may be released by the end of the month.

Faculty Enhancement Center - David Jaffee
A full-time manager, Deborah Abbott, is available to assist faculty with instructional and research technology. Faculty fellows for the fall semester are Bert Koegler (Philosophy), who will lead workshops in writing book and research proposals, and Jurek Karylowski (Psychology) to teach techniques in data collection. In connection with CIRT, Blackboard training sessions will be held. See the web site for more information.

United Faculty of Florida - Bruce Fortado
Bruce attended a UFF Presidents' meeting and remarked that the Board of Regents is not optimistic about itself or its future. The freezing of market equity money demonstrates how complicated negotiations have become. Our UFF contract has been negotiated with the BOR; there are lots of rights in that contract that we don't want to lose. Big changes may come as a result of educational reorganization in the state, so we at UNF need to be vigilant and watch for issues that involve common interests between faculty and administrators here.

VII. Question and Answer Period

Bruce Fortado asked several questions of the General Counsel's Office:

What meetings are subject to the Sunshine Law and what meetings are not?

What documents and tapes are subject to public record requirements for storage? How long must they be stored?

What are the penalties for failing to observe Sunshine meeting requirements?

What are the penalties for failing to properly keep public records?

How would one go about reporting violations of these requirements?

Steve read an anonymous question directed to the Provost:
In the UNF Undergraduate Catalogue (2000-2001), page 28 under Late Withdrawals, line 6, who approved and inserted the grade "W" and on what basis was this done?

VIII. Legislative Items

Item 1 - FA 00-25: Submitted by the Academic Programs Committee (College of Health and Human Services) The item was moved and passed.

IX. Adjournment

The meeting adjourned at 1:15 p.m.

Respectfully submitted,

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Elizabeth Lane Furdell,

Secretary