## Minutes of Faculty Association Meetings
### 2002-2003

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Faculty Association

September 5, 2002

FACULTY ASSOCIATION MEETING MINUTES
July 11, 2002

I. Call to Order
Vice-President Cheryl Frohlich called the meeting to order at 12:45.
It is noted that the meeting began without a quorum but a quorum was soon reached.

II. Approval of Minutes - June 6, 2002
The minutes of the June 6, 2002 meeting were approved as distributed on the Web.

III. Announcements
Dr. Frohlich said that President Cohen apologizes for not conducting today's meeting. She is attending the Interim Presidential Search Committee. The Interim Search Committee will select an interim president and begin developing the process for a permanent president.

Dr. Frohlich welcomed back Vice-President for Institutional Advancement, Pierre Allaire.

Dr. Frohlich announced a search for Interim Director for the Office of Faculty Enhancement.

George Androuin of the University Center introduced Gregory Himes and Nancy Ryan of Chartwell's. They attended the meeting to give a brief presentation concerning the new food service on campus. Chartwell's was the exclusive caterer of the Salt Lake City Olympics. Chartwell's is now operating a very temporary service. The company and the university have formed a $3.3 million partnership to development food venues. Outtakes is one food service that they characterized as "upscale", serving good food and good soups. It will be in the current study lounge on the first floor of Building 9. A "standup café" will begin renovation next week. It is to be called the Blue and Gray Café. The old Pizza Hut will be a Fresh Grille and Trattoria serving made-to-order Italian food and sandwiches. In the heart of campus will be Parrots and Ospreys. It will be renovated in the next month and a half. The Boat House will become Wackadoos - a pub and grub. UCF and Florida Atlantic have one. Beer will be sold. There will be big screen TV, games and entertainment. A new company called Dancing Deer will sell cookies, etc. If an order is placed over the Internet, the food will be made that day. It is a delivery program.

Nancy Ryan is the new catering director. Her office is located at the University Center. She will be responsible for sandwiches and baked goods on campus and also catering in UC and on campus. She guarantees that the level and quality of catering on campus will improve. She promises all food will be delivered fresh. They have a new chef named Enrique who cooks with a Florida flair. She noted that this is day 11 of 10 years, so she is still working on getting started. She offered two big baskets of cookie samples. She also noted that the buffet luncheon is back on at University Center.

Cheryl Frohlich asked about hours at Wackadoos. Chartwell's representatives said hours will be from 7:00 a.m. until midnight Monday through Friday and better hours on Saturday and Sunday. Meal plans are available at all locations.

Ms. Ryan also said that catering will work with your budget. She can come up with many options. Her telephone number is 620-3888 and her email is nbryan@unf.edu.
IV. Standing Committee Reports

**Academic Programs Committee** - Len Roberson - absent - Lisa Jamba-Joyner reported
The next meeting is scheduled for August 7 at 9:00 a.m. They Committee has one agenda item today.

**Academic Standards Committee** - Pali Sen
No report.

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

**Adjunct Affairs Committee** - Ted Stumm
Absent. No report.

**Budget Advisory Committee** - Homer Bates
No report.

**Faculty Affairs Committee** - Judy Solano
Absent. No report.

**Faculty Enhancement Committee** - Cynthia Scott
Absent. No report.

**Governmental Relations Committee** - Dan Whitehead
Absent. No report.

**Nominations and Elections Committee** - Oscar Patterson
No report.

**Promotion and Tenure Committee** - Faiz Al-Rubaee
Absent. No report.

**Research Committee** - Cheryl Van Deusen
Absent. No report.

**Strategic Planning Committee** - Gary Fane
Dr. Fane reported that the Committee has responded to the President's questions concerning the University Mission. Faculty responses were built into the report. He thanked the Committee members for their hard work and said the report will be forwarded to the Faculty Association office to be mounted on the Web page.

**Executive Committee** - Cheryl Frohlich
The Committee will meet August 20 to set the September agenda.

V. Special Reports
UNF President Anne Hopkins
Dr. Hopkins is out of town and apologizes for missing today's meeting.

David Kline is optimistic about Chartwells. The company was much superior to others that were considered. Dr. Kline said that in the fall of this year, we will probably have more important decisions to make in the history of UNF. They are decisions that will affect things for the next 10 or 20 years. There are performance measures that at least 10 percent of the budget will be based upon. We must get better at them so we must get mechanisms in place. He reported that the University is hiring over 100 new faculty. That is almost 25 percent of the current faculty. The University and UFF must work out a new contract – the old one expires in January. We must have a Constitutional Convention. There are consultant reports that must be acted upon pretty quickly. Human Resources must act quickly on consultant recommendations. The biggest and most scary is the adoption of an ERP – a management computer system that will take care of human resources, payroll, student records, sponsored research. What kind of vendor will be chosen? How will we train people? The cost is enormous. More that $10 million. Obviously very expensive.

Andrew Farkas asked about the hiring of new faculty. Are these tenure-earning faculty? Are there any for the library? Dr. Kline said that there was always a priority to hire faculty. He said that whole departments will be transformed. If we do it really well, it can be absolutely transforming. A faculty member asked how many of the positions are new and how many are moving from visiting positions. Dr. Kline responded that about 25 are new. There are already 75 accumulated visiting positions. Pat Plumlee asked where we are going to put them all. Dr. Kline responded that the Science and Engineering building will open in one year. That will add lots of office space when people move out of building 11 and chemistry and physics. There will probably be a need for 25 new offices.

A faculty member asked about combining the new computer systems with other schools to save money. Dr. Kline responded that that is being attempted and will help keep the price down. Cheryl Frohlich asked if there were any detriments to us being the smallest school. Dr. Kline said of course the larger schools want the most fancy packages but that may be an advantage to us because we get a prorated proportional cost. The cost could be equivalent to a smaller one if we have to buy it by ourselves. He characterized this as the biggest project that UNF has ever engaged in. He said many won't see it but some will be dedicated to it 24 hours a day. Pat Plumlee asked about health benefits. Dr. Kline said that is an entirely separate issue. He said we may end up better than we have now.

Legislative Liaison Report - Janet Owen
Absent. No report.

United Faculty of Florida - Bruce Fortado
Dr. Fortado met in Gainesville with American Federation of Teachers. He said he is thankful for what we have had and compared us to Alabama who cannot collectively bargain. UFF wants to make sure we retain all the rights we have. He noted that we should count our blessings.

VI. Question and Answer Period
The following anonymous question will be forwarded to Dr. Kline.

1a. Would the administration please explain where 'unclaimed' summer research and teaching grants go? For example, if someone earns a grant in the competitive process, but then has the opportunity to teach two courses and declines the grant, where does this $5,000 go?

1b. How often has this happened in each of the last three years for teaching grants and for research grants? Please provide specifics.

1c. Do we expect to have funds available for summer 2003? If so, how many of each type of grant does UNF project to be able to fund?
A question about the policy of no longer distributing paper copies of direct deposit salaries was directed to Richard Crosby (who was not present). It was pointed out that going online and printing the report on university paper on university time would probably not result in much of a savings. There have been several times in the past when people have had problems with salary payments and with no statements, it is possible the problems won't be detected promptly. The questioner asked who decided this and what cost savings are seen?

Dr. Kline responded that Richard Crosby had worked up the economics and President Hopkins had approved it. He noted that she does not remember this, but he thinks we should try it for a while and see what happens. If it does not work, we will switch back.

Bruce Fortado asked about the answers to questions that are supposed to be on the Faculty Association Web page. He said he could not find them. He was assured that they were there and prompted as to how to get to them.

Pali Sen asked about the process of submitting grades. She noted that there is a popup window that allows three choices. She had to wonder about what it meant. She noted she would like to get a better understanding of what she is doing. She noted that many of her classes have 140 students. She cannot take roll every meeting because it takes too much time. Dr. Kline said this had to do with the federal government and financial aid.

Dr. Kline asked if people want to keep the picture section in the campus telephone book. He reported that it costs $15,000. Andrew Farkas noted that it is very helpful. Others said if it is on the Web site, it doesn’t need to be in print.

VII. Legislative Items

**Item #1 -- FA 02-24: Submitted by the Academic Programs Committee**

*College of Education and Human Services*

*Educational Services & Research*

Lisa Jamba-Joyner asked for approval to suspend the rules. All items submitted in May and June have to wait until September for approval. These items must be approved in July because the PBOE has mandated the changes for the COEHS.

The suspension of rules was approved.

The item was moved by Lisa Jamba Joyner.

The item passed.

Cheryl Frohlich reminded people about information items in the packet.

VIII. Adjournment

The meeting adjourned at 1:30 p.m.

Respectfully submitted,

_______________________
Barbara Tuck
Secretary
FACULTY ASSOCIATION MEETING MINUTES
February 6, 2003

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:16 PM.

II. APPROVAL OF THE MINUTES
The minutes of the January 9 meeting were approved as published on the web.

III. ANNOUNCEMENTS
David Schwaim-Baird announced that the Undergraduate Enhancement Committee was sponsoring a new series of events, "UNF First Fridays." The focus is what a given professor "thinks students absolutely have to know" about a subject. The first event is scheduled for Friday, February 7, 2003, with Charlotte Mabrey.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
Len Roberson said the new APC forms are now available and are on the web. The next meeting is scheduled for March 5, 2003, 9 AM. Items for Committee action which are submitted for the March 18 deadline will need to use the new forms; that date is posted on the web.

Academic Standards Committee - Sharian Deering
Kathy Cohen reported for the Committee. The committee is working on items for the March Faculty Association meeting. The next meeting will be held on Thursday, February 20, 2003, at noon in Library Director's Conference Room.

Academic Technology and Support Services Committee - Katharine Brown
Kathy Brown said the committee is working on classroom configuration, an administrative position for academic technology and instructional communication issues. The committee meets next on February 12 at 4 PM.

Adjunct Affairs Committee - Ted Stumm
Ted Stumm said the committee meets next Wednesday at noon in the Faculty Association meeting room. The group will finalize the survey on adjunct needs, which will be available for review, and is scheduled to be distributed next week.

Budget Advisory Committee - Rama Rao
Judy Solano reported for the Committee. It met on February 4, 2003, when Joann Campbell was a guest. She provided an update on the academic budget modifications under consideration due to the Governor's budget proposal. The Committee is currently studying materials she shared in order to provide her with input at a meeting to be held later in February. Meanwhile, the committee would like to draw attention to the budget-related articles published in "Inside UNF" and in the "Spinnaker" for further information about budget concerns.

Faculty Affairs Committee - Bill Wilson
Bill Wilson reported that the committee has one item on the agenda today, as well as an information item included in the packet. The next meeting will be held on Thursday, February 13, 2003, at 12:15 PM in the Faculty Association meeting rooms.

Faculty Enhancement Committee - Reza Vaghefi
Terry Bowen reported that search committee for the position of Director of the Office of Faculty Enhancement has screened the applications and narrowed the group to about 10.

Nominations and Elections Committee - Terrance Pohlen
Pat Plumlee later in the meeting reported that the Committee is seeking nominations from faculty for service on standing committees of the Association. The College representatives on the Committee are taking the lead in seeking candidates to run for the committee positions.

Promotion and Tenure Committee - Elizabeth Furdell
Elizabeth Furdell reported that the Committee has completed its work and will be meeting with Hank Camp on February 14 to discuss the recommendations, which have been made.

Research Committee - Cheryl Van Deusen
Cheryl Van Deusen reported that the committee met on January 22 to brainstorm ideas on listing past winners on a website, and making contact between awardees and new faculty members. The committee meets next on February 26.

Strategic Planning Committee - Gary Fane
No report and absent.

Executive Committee - Judy Solano
Judy Solano reported that the committee has one item on the agenda today and that the Committee's next meeting is scheduled for February 18, 2003, at 12:15 PM.

V. SPECIAL REPORTS
Interim President - David Kline
David Kline said that administration has worked on plans to react to the Governor's budget and was able to lift the hiring freeze. Next year's enrollment will be about the same as this year, about 14,000 students.
As a result, the actual funding for next year is anticipated to match the actual number of students present. Administrative reorganization has Human Resources now reporting to the Office of the Provost, and EOP reports jointly to the Provost and president. Yesterday, he reported that he recommended to the Board of Trustees committee that the Board of Trustees give voluntary recognition to the United Faculty of Florida as the sole representative of the faculty. They agreed to support that recommendation at the meeting of the full Board scheduled for February 20, 2003. Dr. Kline also commented that faculty should not be “free riders or freeloaders” with regard to UFF membership, especially at this time in the history of UNF. Dr. Kline also reported that "homes" are being sought for faculty in math, sociology and other departments.

**Legislative Liaison Report - Janet Owen**

David Kline reported that Janet Owen is in Tallahassee where the Legislative Session is just beginning. She is making our case with them.

**United Faculty of Florida - Bruce Fortado**

Bruce Fortado said union membership statewide is up 1000 members, and membership locally is up over 40% with 110 members at UNF. UCF has voluntarily recognized the union and accepted the contract. Salary reduction will be restored for two pay periods, until new forms take effect. Faculty support for UFF representation was confirmed at 61.8%. There are two conditions attached to recommendation going to the UNF Board of Trustees regarding who is in unit or out of unit, and the other is about whether the old contract is to be reopened or we start with a complete blank slate.

**VI. QUESTION AND ANSWER PERIOD**

Steve Shapiro addressed a question to Terry Bowen-as Faculty Association President, faculty member on the Board of Trustees, and a member of the Presidential Search Committee-regarding the position he took on the qualifications desired for President of the University. Terry stressed that the example he used during the meeting referred to those potential candidates who might have J.D. degrees or M.D. degrees and hence, under SACS guidelines, would not be tenurable at UNF. Great leaders do not always have traditional academic credentials. On the other hand, great leaders should not be granted tenure if they have not met the obligations established by the Faculty Association. The political situation is such that The University should not endorse a candidate who cannot serve, teach and practice scholarship, as we require. We should not endorse a mechanism by which we offer tenure and a large salary in perpetuity. Terry supports the statement from the Faculty Affairs Committee, and was commenting to the Board on process. He said he was acting as a trustee of the faculty.

Andrew Farkas asked another question of Terry Bowen regarding the distinction he seemed to be making between being a delegate or a trustee. His question focused on what his personal stance was on the issue. Terry responded that there was not a consensus among the faculty regarding this issue such as that which exists in our recorded desire to have UFF represent us. He commented that people come to
him with their perspectives and say they are afraid to support the idea of a non-traditional president because of how their colleagues might react. Andrew asked whether a non-traditional, non-academic president is a deviation from the norm. Terry said that it was a deviation from what we have known in the past.

David Courtwright asked whether tenurability still a part of the presidential search package. The search consultant gave an example that a given individual was scared away by conditions in Florida where having tenure might not be desirable. Terry Bowen said tenure is "negotiable" for any candidate who may wish to have tenure at UNF.

VII. LEGISLATIVE ITEMS

Item # 1--FA 03-03: Submitted by the Executive Committee
College of Education and Human Services
Reorganization of the Division of Educational Services and Research.
Judy Solano moved the item. Kathe Kasten described the rationale for the proposal and the process used by Faculty in bringing forth the proposal.
The item passed.

Item # 2--FA 03-04: Submitted by the Academic Programs Committee
College of Arts and Sciences
Course change APC 2 and program change APC 3.
Len Roberson moved the item.
The item passed.

Item # 3--FA 03-05: Submitted by the Academic Programs Committee
College of Education and Human Services
Course change APC 2.
Len Roberson moved the item.
The item passed.

Item # 4--FA 03-06: Submitted by the Faculty Affairs Committee
Student attendance policy.
Bill Wilson moved the item.
The item passed.

VII. INFORMATION ITEM

Item # 1: Submitted by the Nominations and Elections Committee
Faculty Association Standing Committees and University Committees Elections

Item # 2: Submitted by the Faculty Affairs Committee
Memorandum to Carol C. Thompson, Chair of UNF Board of Trustees, from the Faculty Affairs Committee regarding the Presidential Search.

Item # 3: Submitted by Janet Owen, Director of Governmental Affairs
Comparison of Basic Duties and Roles of Education Boards Established by the Florida Constitution.
Item # 4: APC 2 forms and APC 3EZ forms approved by Academic Affairs
College of Arts and Sciences-17 items
College of Business Administration-4 items
College of Computing Sciences and Engineering-4 items
College of Health-1 item

IX. ADJOURNMENT
The meeting adjourned at 12:44 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
September 5, 2002

I. Call to Order
President Kathleen Cohen called the meeting to order at 12:16 PM. She turned over the presidency to Terry Bowen. Terry presented the outgoing officers with appreciation awards.

II. Approval of Minutes
The minutes of the July 11 meeting were approved as distributed on the web.

III. Announcements
Hank Camp thanked the Faculty Association for changing meeting location. He mentioned a correction to the due date for the summer grant applications: due October 16. He introduced the student government leaders who are sponsoring September 11 anniversary events. There will be a forum with faculty and students at 7 PM. Richard Mack, student representative announced that in addition to the faculty student forum from 7 to 8:30, there will be a campus ministry service, and a candlelight vigil hosted by Alpha Kappa Alpha and residence life.

David Wesse announced that the goal of the renovation of food service facilities is to build community. He said Wackadoos and Outtakes will be open 7 days. The new Alumni Café opens Wednesday; Sbarros opens in November. The grill is being upgraded, and the Gray/Blue café will be upgraded next year. There is a faculty/staff meal plan available, and it is good for a semester or a year, through payroll deduction.

Kathleen Cohen announced that Chief Martin Garris passed away this morning.

Judy Solano asked Hank Camp to explain the moment of silence scheduled for September 11. He said at 8:46 AM the campus-wide alert system would notify us of the time.

IV. Standing Committee Reports

Academic Programs Committee - Len Roberson
The next meeting is scheduled for October 2. Len handed out a sheet with edits to today's agenda items.

Academic Standards Committee - Sharian Deering
The next meeting is scheduled for September 12.
Academic Technology and Support Services Committee - Kathy Brown
The next meeting is scheduled for September 9.

Adjunct Affairs Committee - Ted Stumm
The next meeting is scheduled for September 11 at noon and meetings will take place on the second Wednesday of each month.

Budget Advisory Committee - Rama Rao
No report.

Faculty Affairs Committee - Bill Wilson
The next meeting is scheduled for September 12 at 12:15 PM. The committee has two agenda items and one information item today.

Faculty Enhancement Committee -
No report.

Governmental Relations Committee -
No report.

Nominations and Elections Committee - Oscar Patterson
Absent and no report.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - Diane Kazlauskas for Cheryl Ven Deusen
The next meeting is scheduled for September 12.

Strategic Planning Committee - Judy Solano for Gary Fane
The next meeting is scheduled for September 27 at 10 AM.

Executive Committee - Judith Solano
The next meeting is scheduled for September 17 at 12:15 PM.

VI. Special Reports

Interim President -- David Kline
David Kline thanked Kathleen Cohen for leading the Faculty Association, and commended her for her pragmatism and common sense. He announced that the Convocation is scheduled for October 4 at 11 AM. Betty Furdell will deliver the address for the Distinguished Professor award. The week of October 2 is Founders' Week, and President Carpenter will be here October 2 at 10 AM. The Fine Arts Theater will open in January with a performance by Kathleen Battle. There is a busy year ahead with the ERP change during which resource planning, payroll and other systems will be turned over to local
control. There will also be collective bargaining, hiring of new faculty members and the constitutional review. UNF has 13,977 students enrolled now, up 300 from the prediction. The student profile is 3.54 GPA, 1135 SAT.

**Legislative Liaison Report - Janet Owen**

Janet Owen said that state revenues last month showed that General Revenue was $27.9 million under estimates and sales tax was also under estimates. PICO was 1/3 to ½ of what it should be. There may be a governor candidate debate here. The state higher education funding council is working through November on various funding solutions, and will announce new ideas. Daniel Papp, Florida's new chancellor for higher education, has been named, and will become deputy commissioner when the new system takes effect in January. UNF got a $1 million with 4 urban universities from equity. The state universities and community colleges are analyzing a joint degree plan.

**United Faculty of Florida - Bruce Fortado**

Bruce Fortado said that the state union president feels that changes are taking place. Faculty salaries are 17% below market average, and there are discussions of tenure and academic freedom. The local union contract expires in 2003, and union representatives are waiting for bargaining dates. Union members will meet September 10 at FAMA for a kickoff to discuss the future of the union contract.

**VII. Question and Answer Period**

John Maraldo forwarded the following questions for the Parking Committee:

1. How many parking spaces are there on the first floors of the two parking garages?
2. How many tags were sold for the first floor garage parking?
3. How many tags for first floor garage parking have been sold this academic year compared to past years?
4. Should a 1st floor tag owner expect to be able to park there?
5. If a tag owner finds no spaces in the garages, do you think that he/she was unjustifiably sold a tag?

Steve Shapiro responded that there are not enough parking spaces on the first floors of the garages, first floor garage tags were sold in a 1 to 3 ratio.

The following anonymous question was addressed to David Kline:

The campus decision to raise the cooling set-point to 76 degrees has had an adverse impact on classroom comfort for both students and faculty, on working conditions for UNF employees, and on operating/storage environments for expensive electronic equipment (computers, copiers, printers, etc.) and library collections. What savings, if any, has the campus realized from raising temperatures and tempers on campus? If not substantial, is there any reason not to return the set-point to a more...
comfortable level?
David Kline reported that the cost savings have been $200,000.

Ellie Scheirer addressed the following question to Parking committee:
Can we turn in garage tags for cheaper ones if spaces are not available in the garages?
Chief Owen stated that we should have relief in the next week. Currently there are 40-50 illegal parkers in the garages each day and they are being turned in. The campus has 16,000 people and 6000 parking spots. Garage tags can be traded for lot tags.

Pali Sen addressed the following comment to the parking committee: She thanked the committee for changing the signs for faculty/staff parking.

Ellie Scheirer addressed the following question to the Academic Technology and Support Services Committee:
Regarding bookstore ordering: By what formula or rationale did bookstore staff change figures when ordering books for courses? The ordered numbers to do not match faculty requests.

VIII. Legislative Items

Item #1 - FA 02-25: Submitted by the Academic Programs Committee.
College of Arts and Sciences

7 items: 6-APC 1, 1-APC 3 (new course, course change, add program)

Dr. Len Roberson moved the item. There was no discussion. The item passed.

Item #2 - FA 02-26: Submitted by the Academic Programs Committee
College of Computing Sciences and Engineering

23 items: 4-APC 1, 16-APC 2, 3-APC, 3 (new courses, course changes, program changes and additions)

Dr. Len Roberson moved the item with a friendly amendment correction. There was no discussion. The item passed.

Item #3 - FA 02-27: Submitted by the Academic Programs Committee
College of Education and Human Resources

5 items: 3-APC 1, 2-APC 3 (new courses, program changes)

Dr. Len Roberson moved the item. There was no discussion. The item passed.

Item #4 - FA 02-28: Submitted by the Academic Programs Committee
College of Health
26 items: 3-APC 1, 15-APC 2, 8-APC 3 (new courses, course changes, track changes)

Dr. Len Roberson moved the item with a friendly amendment. There was no discussion. The item passed.

**Item #5- FA 02-19: Resubmitted by the Faculty Affairs Committee**

*Bylaws revision-First reading (Resubmit)*

Section 4. Paragraph J. The Promotion and Tenure process

**ITEM #6- FA 02-29: Submitted by the Faculty Affairs Committee.**

*Students Attending Classes for Which They Have Not Paid Their Fees*

Dr. Wilson moved the item.

Scott Hochwald described students who have legitimate issues, and the policy should distinguish. The policy should punish true violators.

Kathy Cohen stated that the policy gives sufficient time for students to become registered and faculty must protect class space for students who need it.

Dale Clifford asked whether faculty would become gatekeepers.

Pali Sen said she doesn't think there is a way to track this situation in large lecture classes.

Judy Solano said students have in the past attended an entire course, and been graded, without paying, and then they petition to add the class late.

Margaret Nonnemacher asked whether students could enroll in classes without admission to UNF, since the issue is paying fees.

Chris Rasche said we need Kim Luther's input. All students, even those on senior waivers are admitted to UNF. We might want to have a person who doesn't belong in class not there, and we currently have no policy to expel them. We need a provision to help us allow only those who are enrolled to attend. We may need to rethink language as presented, but make it possible to limit class attendance.

David Schwam-Baird said class sizes might be limited by the fire marshal. We may want wording such as "discontinue class attendance at discretion of professor."

Lucy Trice asked whether, if we pass this item, could we request waivers from the policy when we need them.

Dale Clifford asked if we pass the policy as written, how do we enforce it? Faculty are the only ones who can. Do we want this...
role every day?

Marianne Barnes said some courses are paid by grants, which are taking time for processing. She agrees on the need for enforcement, but we need latitude.

Judy Solano agrees with Chris, there are faculty who have problems with nonregistered students in classes, and we need a policy. The associate deans in Records and Registration are discussing same item. This policy combines faculty and Records/Registration language, and does not expect daily enforcement. The policy gives something to use when needed, but we can allow and use judgment for special circumstances.

Scott Hochwald proposed the amendment, which was seconded: Add "unless given permission by instructor" and strike items (a), (b), and (c).

David Schwam-Baird said that now faculty have no choice given in the stated policy. If faculty used judgment, we'd violate the policy.

Chris Rasche said we could solve problem without an amendment. We can revise item (a) with the proposed clause.

Royal Van Horn moved to refer the item to committee. The motion was seconded. Bill Wilson asked whether the committee could have guidance on reworking the item.

The motion was voted on and the President called for a division of the house. The motion passed to refer to committee.

Information items
I. Reminder of change in administration of student opinion instrument change

Royal Van Horn asked for a point of order. He mentioned the change in promotion and tenure procedure, which the association voted to table in May.

Judy Solano said the item was postponed until September.

IX. Adjournment
The meeting adjourned at 1:07

Respectfully submitted,

Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
March 6, 2003

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:16 PM.

II. APPROVAL OF THE MINUTES
The minutes of the February 6 meeting were approved as published on the web.

III. ANNOUNCEMENTS
Hugh Jones announced that nominations of students are being accepted for the Albert Ernest Caring Award. The award is given annually to a person of unconditional giving and caring. The award includes a paid internship at Heart of America in Washington, DC, working with literacy and youth for 6-8 weeks. Award applications are going out, and faculty are encouraged to nominate students. A panel of judges will choose the recipient.

Michael Murillo announced that funds are being sought to reinstate a scholarship benefiting veterans and their dependents. Information is available at 10/1351.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
The committee has 1 agenda item today. Len Roberson reported the committee next meets April 2.

Academic Standards Committee - Sharian Deering
The committee has 3 agenda items today. Sharian Deering reported the committee next meets March 27.

Academic Technology and Support Services Committee - Katharine Brown
The committee has 5 agenda items today.

Adjunct Affairs Committee - Ted Stumm
No report.

Budget Advisory Committee - Rama Rao
Rama Rao reported the committee next meets March 25.

Faculty Affairs Committee - Bill Wilson
The committee has 1 information item on the agenda today. Bill Wilson reported the committee met on February 13, and meets next
on March 13. He announced the annual campus climate survey is now underway.

Faculty Enhancement Committee - Reza Vaghefi

Reza Vaghefi reported that four candidates have been selected to interview for the position of director of the Office of Faculty Enhancement.

Nominations and Elections Committee - Terrance Pohlen

The committee has 1 information item on the agenda today.
Pat Plumlee reported that nominations for vacant committee positions will be accepted until 11 AM on March 11 to the committee. Elections will be held after the April Faculty Association meeting until 4 PM, and from 9 AM to 1 PM the next day in the Faculty Commons.
Terry Pohlen listed the nominations received for the committees, and accepted nominations from the floor. Nominees were:
Academic Programs Committee: Ted Stumm from College of Arts and Sciences, Lisa Jamba-Joyner from College of Computer Science and Engineering.
Academic Standards Committee: no nominations.
Academic Technology and Support Services Committee: Kathy Brown from College of Computer Science and Engineering, Jim Alderman from the library.
Adjunct Affairs Committee: no nominations.
Budget Advisory Committee: no nominations.
Faculty Affairs Committee: no nominations.
Faculty Enhancement Committee: no nominations.
Promotion and Tenure Committee: no nominations.
Research Committee: no nominations.
Strategic Planning Committee: withdrawal of Verna Urbanski from nominees.
Food Service Committee: no nominations.
General Education Committee: Faiz Al-Rubaee
Honors Council: Ken Martin College of Computer Science and Engineering
Sabbatical Selection Committee: Yap Chua from College of Computer Science and Engineering
Budget Allocation Committee: no nominations.
Center for Student Media: no nominations.
Student Conduct Board: no nominations.
Sustained Performance Evaluation Appeals Board: Charles Winton College of Computer Science and Engineering, Bruce Fortado at large.
Equal Opportunity and Diversity Committee: no nominations.
University Appeals Committee: no nominations.

Promotion and Tenure Committee - Elizabeth Furdell

Elizabeth Furdell reported that the committee considered 17 promotion and tenure application. Of 3 applications for tenure, the committee recommended 3, and Vice President Camp agreed. Of 3 applications for promotion to associate professor, the committee recommended 1, and Vice President Camp agreed. Of 7 applications for promotion to associate professor with tenure, the committee recommended 6, and Vice President Camp recommended all 7. Of 4 applications for promotion to full professor, the committee recommended 2, and Vice President Camp agreed.
Research Committee - Cheryl Van Deusen
Cheryl Van Deusen reported that the committee met on February 26. The Office of Faculty Enhancement is making a website for summer scholarship grant winners. The committee meets next on March 26.

Strategic Planning Committee - Gary Fane
Gary Fane reported that the committee meets next week.

Executive Committee - Judy Solano
Judy Solano reported that committee chairs need to submit agenda items tomorrow for next week's meeting. The Committee's next meeting is scheduled for March 11, 2003, at 12:15 PM.

V. SPECIAL REPORTS
Interim President - David Kline
David Kline gave updates on three issues.
1. The ERP project (enterprise resource planning). The university is replacing software for managing systems, including payroll.
2. The Melrose apartment complex. Melrose has 1000 beds, and the university needs more beds in housing. Melrose is for sale. It is built of stick construction, and has pools, and other amenities. It may be a high maintenance property. Some apartments could be visiting faculty housing. Purchase could be made through bonding revenue from housing fees.
3. Student union building. A new student union building is very important to the campus. Construction could be funded from student fees. The building would cost $20 million, and current student fees go to the stadium. The building could also be funded from bond revenue from student fees. About one year will be needed to explore the possibility. The building would have a small hotel.

Legislative Liaison Report - Janet Owen
David Kline reported that the state legislative session is just beginning. The Governor is playing tough about the class size amendment and the budget. The state is cutting services and higher education allocations, and the cuts may last all year. The former state university system presidents have developed a proposed bright futures improvement. The program as it stands could cost $450 million per year by 2010. The proposal helps it become a real merit program, with a cap, and no growth with inflation and tuition increases. It would be based on need.

United Faculty of Florida - Bruce Fortado
Bruce Fortado reported that the university Board of Trustees met on February 20 and recognized the union as the faculty's bargaining agent. Bruce thanked union members who collected signature cards across campus. The proposal to add a course to faculty teaching load was withdrawn, thanks to the 60 faculty members who responded. Tomorrow a promotion and tenure panel meets to present very important information.

VI. QUESTION AND ANSWER PERIOD
An anonymous question was addressed to the dean of the College of Business: what is in place to ensure that faculty teaching summer courses meet their courses as required by the contract?

Margaret Nonnemacher addressed 3 questions to Richard Crosby.
1. What happened to the PARS course?
   Richard Crosby responded that an accident happened on course, and it was in disrepair.
2. What about putting it back?
   Richard Crosby responded that it would need to start from scratch, and perhaps the space committee or administration could allocate funds.
3. A large pile of steel girders is being stored near the southwest lake.
   Richard Crosby responded that the girders are part of a tower given to the university by the state, and it is expected to be assembled in the summer for transmission. The materials is being temporarily stored.

Rama Rao asked a question about the parking space dividers in the garage that have faded: Could the lines be repainted?
   Richard Crosby said that continuing lot maintenance has funds to restripe the campus during summer term and bring all spaces to the standard size.

VII. LEGISLATIVE ITEMS
   Item # 1--FA 03-07: Submitted by the Academic Programs Committee
      College of Health
      Course change APC 2 and track change APC 3.
      Len Roberson moved the item.
      The item passed.

   Item # 2--FA 03-08: Submitted by the Academic Standards Committee
      Repeated course policy is not eligible for petition.
      Sharian Deering moved the item.
      The item passed.

   Item # 3--FA 03-09: Submitted by the Academic Standards Committee
      Grade Forgiveness
      Sharian Deering moved the item.
      The item passed.

   Item # 4--FA 03-10: Submitted by the Academic Standards Committee
      Course withdrawal time limitation.
      Sharian said committee withdraws the item.

   Item # 5--FA 03-11: Submitted by the Academic Technology and Support Services Committee
      Bylaws revision-first reading: Article VI. Committees. Reorganization of the Academic Support Services and Technology Committee.

   Item # 6--FA 03-12: Submitted by the Academic Technology and Support Services Committee
      Classroom configuration.
      Kathy Brown moved the item.
      The item passed.
Item # 7--FA 03-13: Submitted by the Academic Technology and Support Services Committee

Space committee membership.
Kathy Brown moved the item.
The item passed.

Item # 8--FA 03-14: Submitted by the Academic Technology and Support Services Committee

Resolution: Vice President for Academic Technology.
Kathy Brown moved the item.
Pat Plumlee asked for rationale. Kathy Brown said there are exemplary uses of technology in academic programs at UNF, but the integration of technology into the instructional program is behind what is possible. For example, UNF could have a wireless network, classroom technology, streaming video, course applications, academic servers, and development of new media materials.
Dale Clifford asked about the need for a Vice President position. Kathy Brown said there needs to be a powerful advocate who is an academician, in a permanent position, with knowledge.
Royal Van Horn said the position would help initiatives that fall through cracks, such as classrooms lacking technology. No one seems to have responsibility to change conditions, and the position would be equivalent to a Chief Technology Office for UNF.
David Courtwright said if Instructional Communication is moved to CIRT, would it need CIRT's director, plus a vice president for academic tech?
Royal Van Horn said that the Office of Faculty Enhancement and CIRT have a director, and the new vice president would oversee those groups.
Dale Clifford asked if two administrators are needed. Pam Chally asked how the position would be funded.
Michael Rutledge said that there is duplication of services on campus that could be reduced by an overseer. Why could this not be done at the assistant to the provost level? Royal Van Horn said the committee felt it needed a higher position.
Bill Wilson said the campus technology plan provides for faculty needs and calls for a technology vice president. The technology plan does not specify duties, but says the person will be responsible.
The item did not pass.

Item # 9--FA 03-15: Submitted by the Academic Technology and Support Services Committee

Resolution: Instructional Support.
Kathy Brown moved the item.
Royal Van Horn said the Instructional Communications staff has shrunk over 29 years. The committee's resolution asks for support. Margaret Nonnemacher asked for comments from staff of IC and CIRT.
David Kline said that university administration has looked at this item. IC doesn't do most of its work for faculty, but for campus wide communication. Needs of faculty should be supported by CIRT. What does faculty need and not have?
David Courtwright asked whether the OFE search candidates were aware of the move proposed. Is the move physical or administrative?
Kathy Brown said the change would be a functional move, coordinated in the best way physically. Pat Plumlee asked if the move happened, would CIRT and IC would fit under OFE?
Dan Schaefer said he has used IC, as have many, and he uses CIRT. He worries about de-emphasis of IC in the proposed move. Michael Rutledge said CIRT assists in teaching faculty to learn, while IC actually produces. Debby Abbott said CIRT does limited production. Michael Rutledge said production should be part of OFE, under CIRT. Hank Camp said the university's consultant had ideas about IC. We should look at the future of OFE and CIRT. The proposed move may not be the way to fix the situation. Dale Clifford asked why the proposal did not include campus audio-visual. Debby Abbott said CIRT is flexible, and wants to work in the way that is best. CIRT is expanding quickly and needs a new staff member to accommodate faculty needs. Judy Solano said the issue may need further study. David Kline said that faculty want more support. What is the unmet need? Royal Van Horn said that faculty need human support and a studio to do audio-visual activities in courses. Currently a videographer must be paid for. Scott Frey said an unmet need is cameras for students. There was a motion to call the question. Motion passed. The item did not pass.

**VII. INFORMATION ITEM**

- **Item # 1:** Submitted by the Nominations and Elections Committee
  Faculty Association Standing Committees and University Committees Elections

- **Item # 2:** Submitted by the Former Faculty Association Presidents
  Statement sent to the University Board of Trustees regarding the presidential search criteria

- **Item # 3:** Submitted by the Faculty Affairs Committee
  2002-2003 Annual Campus Climate Questionnaire

- **Item # 4:** APC 2 forms approved by Academic Affairs
  College of Computing Sciences and Engineering-2 items

**IX. ADJOURNMENT**

The meeting adjourned at 1:10 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
October 3, 2002

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:15 PM.

II. APPROVAL OF THE MINUTES
The minutes of the September 5 meeting were approved as distributed on the web.

III. ANNOUNCEMENTS
Pierre Allair announced that this week is founder's week at UNF, with many activities scheduled. He also spoke about the Faculty Drive, entering the last nine months, set to complete June of 2003. He asked staff to consider a three-year pledge to the fund. The university campaign has almost reached the goal of $65 million, and while the overall dollar goal has been met, not all program goals have been met. A representative from the annual fund will contact faculty soon.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Lisa Jamba-Joyner for Len Roberson
October 22 is the deadline to submit APC forms to the committee this year for the next catalog.
The committee has one agenda item today.

Academic Standards Committee - Sharian Deering
No report.

Academic Technology and Support Services Committee - Katharine Brown
The committee met October 3 with Jeremy Johnson from the bookstore about textbook orders. The Spinnaker campus newspaper will be in the bookstore in November to list faculty who have not ordered books. The next meeting is scheduled for November 7, when the committee will meet with a representative from Chartwell's.

Adjunct Affairs Committee - Kristine Webb for Ted Stumm
No quorum was reached at the last meeting. The committee is surveying faculty to find out their needs.

Budget Advisory Committee - Rama Rao
The committee met September 12, and the university budget director gave an overview of the budget. The committee meets again next week.

Faculty Affairs Committee - Bill Wilson
The committee met on September 12 with Kim Luther. The next meeting is scheduled for October 10 at 12:15 PM.
The committee has 1 agenda item today.

Faculty Enhancement Committee - Reza Vaghefi
The committee is planning for the search committee for the position of director of the Office of Faculty Enhancement.

Governmental Relations Committee -
No report.
Nominations and Elections Committee - Oscar Patterson (Absent)
No report.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - Randy Russac for Cheryl Van Deusen
The committee met on September 12, and reviewed the process for selecting summer grant proposals. The next meeting is scheduled for October 22.

Strategic Planning Committee - Gary Fane
The committee met with David Kline to handle old business, and is working on a process for input on the NCAA Division I discussion. The committee will meet on Mondays in October.

Executive Committee - Judy Solano
The committee has one item on the agenda. The next meeting is scheduled for October 22 at 12:15 PM.

VI. SPECIAL REPORTS
Interim President -- David Kline
David Kline said that faculty with teaching appointments are eligible to vote on the constitution under review this year. The university's relationship with the trustees is working well. His policy is to be open with the board. The trustees are eager to work, and he advises them on the university's priorities.

David said the kind of university we want cannot be had without auxiliary support. UNF currently profits from food concessions and the bookstore, as well as from contracts and grants and gifts at institutional level. The university needs gifts for individual faculty to support their work, which is a UNF priority. On October 4, David will talk about the future of UNF.

Steve Shapiro asked whether David had a comment on the amendment to the constitution.

David said the state Board of Regents played a role in the efficient operations of the university systems statewide. The new Board of Education should do the same, and he challenged the Board to do so.

Legislative Liaison Report - David Kline for Janet Owen
The legislature is quiet right now. The UNF trustees will be able to help in that area, as they have close ties to leaders.

United Faculty of Florida - Bruce Fortado
When the union representation election happens at UNF to transfer to local bargaining, we will have to have the election to maintain the union after January 2003. There is a card signing campaign involving a form with an election order and a membership form. The card is confidential, seen only by the state labor board. We need 50% plus one vote to keep the union as our bargaining agent, and the union is seeking 60%. Bruce said he appreciates David Kline's support of faculty through following bylaws, and other documents of governance. The state legislature seems to be trying to change the system, as seen in recent discussion about tenure and resources. Bruce hopes administrators will follow local governing documents, but there is no enforcement. He asked faculty to sign the cards.

VII. QUESTION AND ANSWER PERIOD
Scott Hochwald asked whether there are funds to save any of the recently canceled library journals, especially the electronic versions, since the university is promoting scholarship.

VIII. LEGISLATIVE ITEMS
Item #1 - FA 02-19: Submitted by the Faculty Affairs Committee.
Bylaws revision-second reading. Section 4. Paragraph J.

Dr. Bill Wilson moved the item.

Bill Slaughter said, "This proposed bylaws revision is one of the most unlikely proposals to come before this body. Now we face a vote on a major change in the promotion and tenure process at UNF. At present, we, as faculty, have an elected committee that works at a level above the Deans in the P&T process. The Deans do not see dossiers from candidates in other colleges, as members of the elected faculty committee do. So they lack the comparative advantage that the University P&T Committee has in understanding the grounds on which the committee makes its recommendations is concerned. I put a high premium on that comparative advantage and will not vote to give it up, which is what the proposed Bylaws revision is asking us to do." Bill continued, "Judgment is never 'pure,' but the closer to home the judgment (for or against promotion and/or tenure) is made (in the college, in the department, on the hall, next door) the more likely it is to be contaminated by other issues, both personal and political. The 'contamination' can work either for the candidate or against the candidate. The most common form it takes is what I would call the "pass it on up" phenomenon. Quote: 'I don't want to risk falling out of line or favor myself, so I'll vote yes and pass the candidate and his or her dossier on up.' Unquote. If you want faculty not to participate in the process beyond the local level, then vote for the proposed bylaws revision. If you want faculty to participate and have a say all the way up beyond the level of the Deans, then vote against the proposed bylaws revision." Bill added, "If we do defeat the proposed bylaws revision today then we ought to rededicate ourselves in the colleges to electing faculty members to the University P&T Committee who will not see their role as advocates of their college's candidates but as representatives of the entire university faculty bound by the ethics of their profession. Advocacy has no place on the University P&T Committee. The supposition is made that scholarship which is discipline based can not be read intelligibly, let alone intelligently, by colleagues who are out of discipline. In my experience, that is simply not so. In all but a very few cases the Provost, to whom the committee makes its recommendations, is out of discipline too. The presentation of the professional self is an art that we can all challenge ourselves to practice at a higher level. The inability to explain ourselves is endemic to the profession. We need, in the name of equitable standards across the colleges, a University P&T Committee that is truly participatory and functions at the highest level (above the Deans)-a committee that is active not reactive. We still need what we already have.

Royal Van Horn said promotion is awarded by a diverse group of faculty from across campus, and that a faculty member's work should be examined by a wide body, and the current process keeps standards consistent.

Pat Plumblee asked whether the bylaws will include additional legislation to establish college committees if the proposal passes, and ha asked whether each group would work independently. Judy Solano said extensive policy in the faculty handbook directs the promotion and tenure process, and it will be amended if the proposal passes. The result is that the process may be left to colleges, or Faculty Association may prescribe it. New policies will be effective next academic year. Betty Furdell said promotion and tenure has had small groups in departments requesting candidacy and the university committee is large. Steve Shapiro said the university promotion and tenure committee has worked well, but UNF is growing. A college committee could serve the same functions. David Courtwright spoke in favor of the proposal, saying we are too large. Each year more promotions will be processed, and a single committee cannot decide fairly. The current committee concentrates on questionable dossiers. Tom Pekarek said feedback from the university committee was valuable in his promotion process. Dale Clifford spoke against the proposal. We are not yet too large for the university committee to handle. Colleges are small enough that they will have small committees sending little advice to the provost. We should know what will replace the current system before stopping it. Paul Mason moved to call the question. The motion carried, and the question was called. Steve Shapiro moved that the vote take place by secret ballot. The voice was too close to call. Terry Bowen called for a division of the house. The motion passed, and secret
ballot was used. Terry said a yes vote is a vote in favor of the proposal. Votes were: no 51, yes 28. The motion failed.

**Item #2- FA 02-29: Submitted by the Faculty Affairs Committee**

Students attending classes for which they have not paid their fees. Students attending __classes for which they have not paid their fees.__

The item was moved and seconded.

Mike Smith asked what we do in this situation, and how to handle it. The item passed.

**Item #3- FA 02-30: Submitted by the Academic Programs Committee**

**COLLEGE OF EDUCATION AND HUMAN SERVICES**

New courses and program change (6 items: 1-APC 1, 5-APC 3)

The item was moved and seconded. There was no discussion. The item passed.

**Item #4- FA 02-31: Submitted by the Executive Committee**

**Bylaws Revision-First Reading.**

Section 4. Paragraph H. The Governmental Relations Committee.

Judy Solano moved the item for first reading. A vote on the item will take place at the November meeting.

**Question from the floor:**

Steve Shapiro said that the vote on the proposed changes to the promotion and tenure policy is one of the most important we've had recently. When we teach during these meetings, we cannot vote. There needs to be a provision to allow those who cannot attend to participate.

Dale Clifford said that may be a reason to switch from a Faculty Association to a Senate.

**Information Items:**

1. Yank Coble, Jr. to be awarded an honorary degree

2. APC 2s minor

**IX. ADJOURNMENT**

The meeting adjourned at 1:00

Respectfully submitted,

Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
April 3, 2003

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:22 PM.

II. APPROVAL OF THE MINUTES
The minutes of the March 6 meeting were approved as published on the web.

III. ANNOUNCEMENTS
No announcements.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
The committee has 1 agenda item today.
Len Roberson reported that the committee meets May 7.

Academic Standards Committee - Sharian Deering
Kathy Cohen reported that the committee met March 27, and will meet next April 24.

Academic Technology and Support Services Committee - Katharine Brown
The committee has 1 agenda item today.
Kathy Brown reported that the committee meets April 9.

Adjunct Affairs Committee - Ted Stumm
Ted Stumm reported that the committee meets April 8 to analyze the results of the part-time faculty survey.

Budget Advisory Committee - Rama Rao
No report.

Faculty Affairs Committee - Bill Wilson
Bill Wilson reported that the committee met March 13 about placing the Instructional Satisfaction Survey online. The committee has recommended to Computing Services to run a pilot study. Committee members are concerned about issues such as rate of return. Kathy Hughes will run a summer pilot test. Volunteers wishing to participate should email Bill Wilson. The committee also discussed mid-term tenure review and faculty bonus plan. The next meeting is April 10.

Faculty Enhancement Committee - Reza Vaghefi
Reza Vaghefi reported that the search committee has made a recommendation to the Vice President about the position of director of the Office of Faculty Enhancement. On April 11, the committee will host a forum on instability among faculty-do senior faculty threaten junior faculty?

Nominations and Elections Committee - Terrance Pohlen
Terrance Pohlen said ballots have been distributed, and there is an extra ballot for tenured faculty. As they vote, faculty need to initial the roster. Ballots will be collected until 1 PM on April 4.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - Cheryl Van Deusen
Terry Pohlen reported that the committee met March 26 finalize summer research grant guidelines for 2004, and the guidelines are posted on the Association on website. The committee will be posting the 2003 applications. The committee meets April 23.

Strategic Planning Committee - Gary Fane
No report.

Executive Committee - Judy Solano
Judy Solano reported that the committee will meet to set May meeting agenda.
The Committee's next meeting is scheduled for April 15, 2003, at 12:15 PM.

V. SPECIAL REPORTS
Interim President - David Kline
No report.

Legislative Liaison Report - Janet Owen
No report.

United Faculty of Florida - Bruce Fortado
Bruce Fortado said there had been challenges to the union on 11 state university campuses, and four campuses need elections. Local UFF elections have been completed and the results are posted on the union's website. The union is hosting a spring lunch April 15.

VI. QUESTION AND ANSWER PERIOD
No questions.

VII. LEGISLATIVE ITEMS
Item # 1--FA -11: Submitted by the Academic Technology and Support Services Committee
Bylaws revision-second reading.
Article VI. Committees. Sections 3 and 4. Reorganization of the Academic
Technology and Support Services Committee
Kathy brown moved the item. Kathy proposed a friendly amendment adding "space" under the areas of responsibility of the support services committee ("space, parking...").
The item passed.

Item # 2--FA 03-16: Submitted by the Academic Programs Committee
College of Health
Two APC 2 forms.
Len Roberson moved the item.
The item passed.

VII. INFORMATION ITEM

Item # 1:
Distinguished Professor Award finalists' vitae summaries

Item # 2: Submitted by the Nominations and Elections Committee
Nominees for committee elections

IX. ADJOURNMENT
The meeting adjourned at 12:30 PM. Record time!!

Respectfully submitted,

_______________________
Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES

November 7, 2002

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:16 PM

II. APPROVAL OF THE MINUTES
The minutes of the October 3 meeting were approved as distributed on the web.

III. ANNOUNCEMENTS
Judy Solano said Cindy Chin is in the hospital, and so far is doing well. Cindy will probably be out of work about 4 weeks. Judy sent flowers on behalf of the Faculty Association.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Len Roberson
The committee has 2 agenda items today.
Len Roberson said the committee met November 5 and has 160 APC forms to review in next 2 weeks. The committee will post revised APC forms on the Association website to be used beginning in Spring 03.

Academic Standards Committee - Sharian Deering
Kathy Cohen reported that the committee appointed Harriet Stranahan to the task force on withdrawal policies, and the committee has asked for consideration of revision of grading policies.

Academic Technology and Support Services Committee - Katharine Brown
Kathy Brown said the committee met today. The committee sent out a faculty survey about classroom configuration, and the survey period just ended so the results will be evaluated. The committee met with Alison Creuss and Decato Burke from Computing Services, and will bring resulting recommendations to a future Association meeting.

Adjunct Affairs Committee - Kristine Webb for Ted Stumm
No Report.

Budget Advisory Committee - Rama Rao
Rama Rao said the committee has an information item on today's agenda. The committee met with Joann Campbell? The committee will act as advisor to the Association on budget issues. The next meeting is December 12.

Faculty Affairs Committee - Bill Wilson
Bill Wilson said the committee met on November 12 and again on November 14. They discussed the student absence from class policy and the "Pick-a-Prof" student initiative.

Faculty Enhancement Committee - Reza Vaghefi
Terry Bowen said the committee will sponsor a forum on November 15 focusing on the topic of whether we have an identity crisis at UNF. Questions will include, "Are we a teaching or a research institution or a combination?" and "What will it take to be a regional research university?"
Hank Camp has the criteria for hiring the permanent director of the Office of Faculty Enhancement. It will be a 12-month position, with rank open, in any field. The
candidate must have an earned doctorate. A notice will be placed in the Chronicle of Higher Education and another publication. A forum on classroom conflict resolution will be held in January 2003.

**Governmental Relations Committee -**
No report.

**Nominations and Elections Committee - Oscar Patterson (Absent)**
The committee has an information item on the agenda today. Oscar Patterson took nominations from the floor for voting today on the Nominations and Elections representatives who will serve as of January 2003. From COAS, Pat Plumlee was nominated. From COBA, the nominee was Homer Bates. The COCSE nominee was Mike Jackson, and Cathy Hough was nominated from COH. The at-large member serves as the Vice Chair and runs the election in two years. No one was nominated for the at-large opening, so the Association president will appoint the at-large representative. There was a motion to accept slate as presented. All voted yes, and the motion passed.

**Promotion and Tenure Committee -Elizabeth Furdell**
No report.

**Research Committee - Randy Russac for Cheryl Van Deusen**
Randy Russac said the committee hasn't met since the last Faculty Association meeting. Members are reviewing the summer grant proposals and preparing to make a final recommendation to university administration.

**Strategic Planning Committee - Gary Fane**
Gary Fane said the committee has met weekly to discuss UNF applying for NCAA Division I status. It is a complex decision that will have controversy. The committee interviewed UNF athletic administrators, the student affairs president and vice president, the chair of the academic standards committee, and coaches. The committee identified two major factors. The first is that no money from the education and general budget will be used for the change in status, but the state has funds for equity and compliance in athletic programs. The second factor is academic standards. No coach or committee member or athletic administrator wants changes in academic policies to come with the move to Division 1 status. The university will retain past policy. UNF athletes graduate at a higher rate than the general student body. UNF's place in its history and UNF's mission were considered with academic quality, and the desire to move to be a tier 1 institution. We have an honors program, and outstanding faculty and students. We are moving to a higher level, toward more regional and national recognition. The athletic program is recognized at Division 2, and may need the opportunity to compete at a higher level. The committee recommends applying for Division 1, as expeditiously as possible, knowing that the NCAA is not concerned with student athletes. The committee’s report lists financial, academic issues, and the university student absence policy. Administrative issues are involved. Facilities and their use will be impacted. Questions about facilities for recreation and for mixed uses, and their funding need to be addressed. The committee will post the report on Faculty Association web page this week for faculty review. The committee wants responses, which will be included in the report to the president. The decision involved great amounts of deliberation and study. We may want athletics to have a more prominent recognition on campus, and to bring community to campus and publicity to UNF.

**Executive Committee - Judy Solano**
The committee has one item on the agenda. The next meeting is scheduled for November 19 at 12:15 PM.

**V. SPECIAL REPORTS**

**Interim President --David Kline**
David Kline said that with the general election being over, UNF administration is sorting out the consequences that the amendments have for education. The class
size amendment will impact and stress the state education budget. Janet Owen is meeting with councils and learning about implementing Amendment 11, the amendment instituting a new state Board of Governors to oversee the university system. The new laws will be continuation of current trends. The move to the new ERP system is progressing with integration of a student system. The PICO fund priority list has completion of the stadium and the remodel or reconstruction of Building 11 at the top. The parking problem is solved. New spaces are more distant from campus. Lots near the police station will be improved. Lots will be built to the north of campus. A mini-master plan workshop is scheduled for this month. The workshop will address parking, residence halls, a new student union, roads, and access to the north property. The workshop will include administrators, faculty, and trustees.

Judy Solano asked whether there was news from the trustees on the search for the university president. Tom Serwatka said three search firms will be interviewed and one will be selected.

Pali Sen asked whether the new state class size amendment would affect the UNF budget. David Kline said the stock market already affects the budget, and the new amendment is estimated to cost $12 billion with no new taxes, possibly a tax cut.

David Courtwright asked about the implications of the general election on contract bargaining. David Kline said he doesn't know. Individual university bargaining costs money.

Dale Clifford asked about the whether the reintroduction of regents will affect faculty employment. Specifically, are we still state employees? Tom Serwatka said we may be employed by the Board of Governors or the Board of Trustees, but we will not be employees of the state. David Kline said the change would take a few years.

United Faculty of Florida - Bruce Fortado

Bruce Fortado said a faculty member asked him whether the union had anything to do with the Board of Governors amendment. UFF was part of the coalition that initiated it. The amendment may not change things short term. We will have to wait and see what the effects are. On November 14, UFF hosts a lunch with the state union president, Tom Auxter, who will discuss threats to union members' rights. A national union representative has been invited. Since the organizing campaign began in March, the union has signed up 600 new members, 33 of whom are at UNF. The card-signing campaign allows state election to decide union involvement in bargaining. Signature cards are confidential. The union is close to its goal.

VI. QUESTION AND ANSWER PERIOD

Judy Solano asked about Building 11 and its remodel or demolition. What does it mean to those using it?

David Kline said there had been complaints about odor and environment in the building, which houses the Social Sciences. Wall Engineering found mold in four offices after investigation, but determined that there were no health issues. However there are no national standards regarding this problem. The air is fine. The recommendation was to remodel as soon as possible. Engineers looked at the building to see whether it would be cheaper to remove the brick and fix the building, or to rebuild. The cost estimates were close to the same. The building has won a design award, but has features and design that would not now be allowed. More study is needed. If there were evidence of a health problem, then people would be moved to portables. A move should not be necessary. The new engineering building will provide more space next Fall.

VII. LEGISLATIVE ITEMS

Item #1 -- FA 02-31: Submitted by the Executive Committee.
Bylaws revision-second reading. Section 4. Paragraph H. The Governmental Relations Committee
Judy Solano moved the item. There was no discussion. The item passed

Item #2-- FA 02-32: Submitted by the Academic Programs Committee
College of Education and Human Services
Program changes (4 items)
Len Roberson moved the item. He handed out a sheet with edits. There was no discussion. The item passed.

Item #3 -- FA 02-33: Submitted by the Academic Programs Committee
College of Computing and Engineering Services.
New course, course changes, and program changes (13 items)
Len Roberson moved the item. There was no discussion. The item passed.

VII. INFORMATION ITEM
1. Election to the Nominations and Elections Committee. Submitted by the Nominations and Elections Committee.

2. Highlights of Current Year Budget by Ricky Arjune, University Budget Director. Submitted by the Budget Advisory Committee.

IX. ADJOURNMENT
The meeting adjourned at 12:56

Respectfully submitted,

Catherine Cavanaugh, Secretary
I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:48 PM. There was a quorum.

II. APPROVAL OF THE MINUTES
The minutes of the April 3 meeting were approved as published on the web.

III. ANNOUNCEMENTS
Kathleen Cohen mentioned the Vice President for Academic Affairs' information item about the library director emeritus.
Verna Urbanski said that evaluation forms for evaluating library services are available on the library website, and faculty input is requested.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
The committee has 4 agenda items today.
Len Roberson reported that the committee meets May 7.

Academic Standards Committee - Sharian Deering
The committee has 3 agenda items today.
Sharian Deering said the committee meets in May.

Academic Technology and Support Services Committee - Katharine Brown
Kathy Brown reported that the committee had no quorum at the April meeting, and will meet in May.

Adjunct Affairs Committee - Ted Stumm
No report.

Budget Advisory Committee - Rama Rao
Rama Rao reported in writing to Terry Bowen that the committee met on April 26, and had discussions about the budget with Academic Affairs. The committee will meet May after the state budget is announced.

Faculty Affairs Committee - Bill Wilson
The committee has 1 agenda item today.
Bill Wilson reported that the committee meets May 8.

Faculty Enhancement Committee - Reza Vaghefi
No report.

Nominations and Elections Committee - Terrance Pohlen
Diane Tanner said she informed faculty of vacancies on committees with a handout at today's meeting.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - Cheryl Van Deusen
No report.

Strategic Planning Committee - Gary Fane
No report.

Executive Committee - Judy Solano
The committee has 1 agenda item today.
Judy Solano reported that the committee's next meeting is scheduled for May 20, at 12:15 PM.

V. SPECIAL REPORTS
Interim President - David Kline
David Kline said a celebration for Andrew Farkas is being planned. The new science and engineering building is spectacular, and is much-needed space. The university capital campaign was celebrated Saturday, and David Kline thanked contributors and said that two months remain in the campaign. He said there has been concern expressed about the social and intellectual environment of the campus, and that the UNF Theater is a welcome addition. He has interest in a lecture series, which now has an endowment and a coordinator. He is also interested in a course in theater. One of his goals this year is to advance the new student union project.

Legislative Liaison Report - Janet Owen
Janet Owen reported to Terry Bowen that a press conference has taken place with the governor and state education leaders about the special session on the budget, which should be decided by the end of July. She indicated that a special session is good for universities, because the senate seems to be protecting university funds.

United Faculty of Florida - Bruce Fortado
No report.

VI. QUESTION AND ANSWER PERIOD
An anonymous question was addressed to Earle Traynham:
1. What is the reason that Bettie Adams has been dismissed from her position as Director of the Coggin College of Business Student Service Center?
2. Why is the Student Service Center Director's position being replaced with a less experienced individual that is currently on soft money?
3. Is this a ploy to assure that the CCOB's current soft money 'assistant dean' has a permanent position when a new dean is chosen?
4. Will the soft money replacement for the Student Service Center Director position hold a faculty line? If so, is this a tenured line, with what rank, and why is a search not required?

Judy Solano said another question was submitted about the new university phone system timeline, features, cost, and decision process that did not include faculty. The question is addressed Richard Crosby. David Kline said three companies bid on the new phone service. A new system is needed to replace outdated equipment. Bell South was the winning bidder. The current amount spent by departments on phones will not rise for the new service. Users will be able to route calls, and will have better service at less costs. Everyone will have a phone line. Hank Camp said the dean's council agenda would cover the details about the new phone service.

VII. LEGISLATIVE ITEMS

Item # 1--FA -03-17: Submitted by the Academic Programs Committee

College of Arts and Sciences
Four APC 1 forms.
Len Roberson moved the item.
The item passed.

Item # 2--FA 03-18: Submitted by the Academic Programs Committee

College of Education and Human Services
Three APC 3 forms.
Len Roberson moved the item.
The item passed.

Item # 3--FA 03-19: Submitted by the Academic Programs Committee

College of Health
Seven APC 1 forms, two APC 2 forms, six APC 3 forms.
Len Roberson moved the item.
The item passed.

Item # 4--FA 03-20: Submitted by the Academic Programs Committee

College of Health
New degree program.
Len Roberson moved the item.
The item passed.

Item # 5--FA 03-21: Submitted by the Academic Standards Committee

Course Withdrawal Time Limitation
Sharian Deering moved the item.
Al Tilley asked for the reasons behind the item and spoke against the motion. There are many circumstances for which students ask to withdraw.
Kim Luther said extenuating circumstances are always allowed for, and the motion prevents grade shopping.
Scott Hochwald said the language of the measure says no petitions are allowed.
Bill Wilson said a petition for late withdrawal is different from a request to
waive university policy. Kathy Cohen said the committee was not changing policy, but adding a time limit. Sharian Deering said a legitimate concern is different from a student not doing well in class during the term and wanting to withdraw. Al Tilley moved the item be returned to committee for redrafting. The motion was seconded. Kathy Brown said the wording on most policies is like this, and extra wording related to grade shopping would indicate that other policies do not apply to this condition, and students will interpret policies. This policy should remain as stated. Call for the question. The motion passed. The vote to send the item back to committee failed. Mary Borg asked why the issue is a problem. Kim Luther said there is no time limit now, and withdrawal is abused for many reasons. Mary Borg said students are given a WF or WP grade. Why can they withdraw with no faculty input? Kim Luther said it depends on what the faculty member decides. Students can petition to extend the time limit to withdraw. Do faculty want a deadline? Bill Wilson said many cases involve adjuncts, and the chair must decide. Judy Solano said many levels of approval are needed on petitions, and approval varies by department. Call for question. The motion passed. The item passed.

Item # 6--FA 03-22: Submitted by the Academic Standards Committee

*Concurrent Enrollment Policy*
Sharian Deering moved the item. Bill Wilson offered a friendly amendment, striking the phrase in item 1, "only for courses the student is unable to take at UNF," and adding, "on a case-by-case basis." The committee accepted the amendment. The item passed.

Item # 7--FA 03-23: Submitted by the Academic Standards Committee

*Academic Integrity*
Sharian Deering moved the item. Kay Tasso said she is not sure that faculty understand the consequences of a punitive F. Students feel it's an F that cannot be removed. How does the transcript differentiate? Kim Luther said the transcript does not distinguish between types of F grades, but there is an internal code for a punitive F, ensuring that is not removed or changed. The grade is assigned according to a procedure. David Kline asked what is a punitive F? Sharian Deering said it is a grade used for punishment, in cases of breach of academic integrity, as opposed to an earned F. David Kline said faculty have wanted to give F's for behavior, and student affairs is looking at the issue. Bill Wilson said a punitive F policy exists, and the proposed change is in withdrawal status. Ron Lukens-Bull said the policy limits faculty choice. Judy Solano said the proposal is policy that is not yet stated in the catalog, and this item updates the catalog.
The item passed.

Item # 8--FA 03-24: Submitted by the Faculty Affairs Committee
Third-Year Tenure Review for Tenure-Earning Faculty
Bill Wilson moved the item.
Andy Buchwalter spoke against the item because of the last two lines, specifically that the results will not be used for evaluation and no record will be placed in the candidate's file. The process seems to be a questionable use of time and resources, and can create confusion. He proposed that the item be returned and reworded.
Ron Lukens-Bull spoke in favor of the process, which works well in his department, because there is no danger of it opposing the formal tenure review.
Ellie Scheirer spoke about the spirit of formative review.
Dan Schafer said it is better for all parties to understand each other early in a candidate's career.
Len Roberson said the item makes no suggestion about implementing the process, and it needs an amendment about implementation.
Bill Wilson accepted the amendment.
Lucy Trice said her department has workshops and annual appraisals. This proposal adds to the department's burden.
Dan Schafer asked whether the tenure process allows others outside the chair and candidate access to the information.
Joann Campbell said the documents are private unless the candidate allows others access.
Hank Camp said there is already an annual review between the candidate and the chair, and it isn't until the sixth year when faculty become involved. A third year review allows faculty input midway.
Ron Lukens-Bull said that the information he received from his colleagues was information that the chair did not emphasize, and was very useful.
Len Roberson asked whether annual tenure appraisals are included in the tenure dossier.
David Kline said whether a mid term review should be public is unclear in the proposed policy.
Marianne Barnes said candidates could always ask for feedback without a mandate.
Ron Lukens-Bull said informal feedback differs from formal review of work and can alleviate anxiety.
Call for the question. The motion passed.
The item did not pass.

Item # 9--FA 03-25: Submitted by the Executive Committee
Change of Name of the College of Computing Sciences and Engineering
Judy Solano moved the item.
The item passed.

Item # 10--FA 03-26: Submitted by the Faculty Association President
2003-2004 Faculty Association Budget
Terry Bowen moved the item.
The item passed.

VII. INFORMATION ITEM

Item # 1: Submitted by Interim Vice President Hank Camp
Promotion and tenure report

Item # 2: Submitted by the Nominations and Elections Committee
Faculty Association 2003-2005 Election Results

Item # 3: Submitted by the Faculty of the Thomas G. Carpenter Library
Library Director Emeritus

Item # 4: Submitted by Academic Affairs
APC 2 minor changes

Item # 5:
Faculty Awards University Selection Committees

IX. ADJOURNMENT
The meeting adjourned at 1:34 PM.

Respectfully submitted,

_______________________
Catherine Cavanaugh, Secretary
Faculty Association Committee Minutes

FACULTY ASSOCIATION MEETING MINUTES
December 5, 2002

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:17 PM

II. APPROVAL OF THE MINUTES
The minutes of the November 7 meeting were approved as distributed on the web.

III. ANNOUNCEMENTS
No announcements.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Len Roberson
The committee has 5 agenda items today.
Len Roberson said the committee meets January 8 from 9-11 AM. The APC deadline is still December 10, and APC forms should be delivered to Len.

Academic Standards Committee - Sharian Deering
Kathy Cohen said the committee met last month, and composed a letter to Hank Camp about the grading policy issue raised by student government. The committee next meets in January.

Academic Technology and Support Services Committee - Katharine Brown
Kathy Brown said the committee met this morning. Deborah Abbott from CIRT talked about several items, including consolidation of training and production for faculty, and the importance of support for faculty needs for technology in long range plans. A proposal based on the discussion may be sent to Faculty Association. The committee is also considering implications of a student email policy. The next meeting is in January.

Adjunct Affairs Committee - Kristine Webb for Ted Stumm
Ted Stumm said the committee meets next Wednesday, and is at work on a survey for part time faculty about their needs and interests.

Budget Advisory Committee - Rama Rao
No report.

Faculty Affairs Committee - Bill Wilson
Bill Wilson said the committee met on November 14, and has one information item on the agenda today, which is a draft description of the Council for Advancement and Support of Education (CASE) Award. An amendment to the item adds a faculty member who is a past winner for the award to the award committee.

Faculty Enhancement Committee - Reza Vaghefi
Reza Vaghefi said the committee held a forum last month about an
identity crisis at UNF. The committee has scheduled two forums next year; the topics are faculty incivility, and classroom conflict resolution.

Nominations and Elections Committee - Oscar Patterson
No report.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - Randy Russac for Cheryl Van Deusen
Randy Russac said the committee has met about the summer grants.

Strategic Planning Committee - Gary Fane
Gary Fane said the committee has finished its report about the university's NCAA status, and has delivered it to the Board of Trustees, who followed the committee's recommendation to approve applying for NCAA Division I status. The committee's next meeting is in February.

Executive Committee - Judy Solano
Judy Solano said the committee's next meeting is scheduled for December 10 at 12:15 PM

V. SPECIAL REPORTS

Interim President - David Kline
David Kline had three announcements.

1. A letter from Mauricio Gonzalez about UNF's Division I application appeared in the Spinnaker. The letter explained that there are no structural impediments to Division I status, but there are practical ones, including the lifting of fees.

2. The university visioning workshop addressed the master plan, and topics included housing, traffic, parking, Greek housing, new academic buildings, a new student union building. About 50 people attended, including trustees and faculty. No decisions were made about most issues. To address short term and long term parking issues, the university will make spaces available near the police station, and fully use that lot by spring. In addition, a new large lot will be built to north, and an arcade through athletic field will access it. The new north lot will be a solution for Fall 03.

3. The decisions made about vacating and renovating Building 11 were a case of decisions made in uncertainty. The administration took a conservative view of health, convenience, and wasted money. Little is known about the mold, there is little science, and there are no standards. We are on a reasonable path. Displaced people will move to the top of Building 14. Students have been supportive.

Chris Rasche asked about Building 11. She is concerned about decisions made by administration with little faculty input. Faculty members who are affected are disturbed would like to have been consulted about options even now. The date for evacuation is at the end of the semester, which is very inconvenient. Why haven't affected faculty been involved in the decision-making process?

David Kline said there is truth in Chris's words. Hard decisions were
made with contradictory views. Over six meetings were held, and department chairs were involved. Many conversations took place with many people. Faculty have made several suggestions that were listened to.

Chris Rasche said many faculty views were not solicited and not heard, and faculty feel they were informed and invited to ask questions, but not to aid in decisions. Why were affected parties not given opportunity for more input?

Stan Swart said that faculty and staff were not consulted. He asked if faculty and staff could have until the end of the calendar year to move.

David Kline said no. If evidence supports those already moved because of health, then others should move as soon as possible.

Legislative Liaison Report - David Kline for Janet Owen

David said the new Florida university Board of Governors has 17 members, and 13 are appointed due to offices they already hold, while four are appointed by the Governor of Florida. The local UNF Board of Trustees will lose a member, as the Faculty Association President Terry joins. Some members of the local board will be reappointed by the Governor, and the rest by the Board of Governors. No one knows what the new Board's powers will be.

United Faculty of Florida - Bruce Fortado

Bruce Fortado said the union contract expires January 7, 2003. The authorization card campaign got 60% of faculty signing at UNF, and the university Board of Trustees was asked to recognize the union as the bargaining agent. No response has been received yet. Other state universities have reached 60%, with the exception of FSU where 58% was reached. Bruce sent a poll by email about one-time bonuses, and only one faculty member responded in favor of one-time bonuses.

VI. QUESTION AND ANSWER PERIOD

Written questions:

Anonymous questions, addressed to David Kline:
1. If the air is so good in Building 11, why are people being forced out so quickly and how many people will be moved?

2. Have there been any reports illness linked to Building 11 over the past year?

3. Exactly what types of chemicals have been used in Building 11 and was their application properly supervised?

4. When and why was the ORIGINAL decision made to tear down or gut Bldg 11? By whom?

5. In the recent "testing" in Building 11, why were no samples taken from the Sociology end of the building?

In response, David Kline said:
1. We know there is mold, but not how extensive. Air samples
showed air in the building to be no worse than air outside. The reason for the move is scientific. Experts said that if the air conditioning was turned off or more moisture found its way into the walls, the mold would increase. The inspectors recommended remediation. It is practical to do the work while people are out of the building. Then after the remediation the building can be remodeled, necessitating only one move.

2. There have been reports of headaches and nausea and another ailment in the building, but it is not known whether the illnesses are linked to the building.

3. The university has a list of chemicals used in the building, and such use was properly supervised. A list is available.

4. The decision was made by me because building 11 is unsatisfactory in many ways. Renovation had been scheduled 2 years out. When the issue of mold came up, the decision was reexamined. With the engineers' studies, it was decided that the solution long term required outside ripoff. The Board of Trustees was told that there were options. It was cheaper to knock down the building.

5. Samples were taken where the testers recommended, and more are being taken.

Anonymous question addressed to Jim Collom:
How are members of the IRB selected and what are their terms?

Anonymous question addressed to Bruce Fortado:
On last Wednesday Bruce Fortado expressed concern over the fact that several of his colleagues were not holding classes. Class attendance is an issue to be decided by the professor and the students in the class, who is Dr. Fortado purporting to work for, union members or the administration?

In response, Bruce Fortado said:
We have a situation pending where someone was accused of missed classes 6 months ago, and the annual evaluation has been made. Discrepancies are being investigated.

Piere Allaire asked Bruce Fortado about the votes for one-time bonuses. How many votes were received for and how many against? Bruce Fortado said one vote was received for one-time bonuses, because only votes favoring the bonuses were requested.

Stan Swart said that he would provide copies of an 18-page set of documents in the building #11 case to anyone interested.

Questions from Brian Striar addressed to David Kline:
1. About the section of the contract about collegiality, with expiration next month, will administration no linger be able to take action against faculty they deem uncollegial?

2. What is included under the definition of "misconduct" for just cause for termination?

3. In Florida Trend magazine, UNF tied with UF for highest student-
teacher ratio. Is UNF's claim to offer better ratios not true?

In response, David Kline said:
1. Collegiality is important and taken seriously. The criteria/contract will remain the same, and are built into all aspects of promotion and tenure.

2. Will respond

3. It is recognized that the ratio here is not good and needs work.

Written follow-up question from Brian Striar addressed to David Kline:
I am not inquiring into the permeative properties and penumbras of collegiality as they may pertain to the many dimensions constituting the academic organism. I am asking a legal question: Section 4 of Article 5 of the Contract, which mandates collegiality, is not included in the corresponding Chapter 10 of the Faculty Handbook. Does this mean that with the expiration of the Contract next month that the administration will no longer have the authority to take disciplinary action against faculty whom it deems uncollegial? If the administration will have this authority, what will be the legal justification for it? The background to this is that the "collegiality clause," as it is called, was added to the contract only several years ago. Prior to that, there was no provision for the administration to discipline faculty for uncollegiality.

Pali Sen asked David Kline about the move of Building 11 faculty to Building 14. Why are we moving to 14, and will faculty have offices with their own computers?
David Kline responded: No portables are available quickly enough. There will be lots of space in the new science building. Faculty will be involved in selecting new space. Faculty will not have a traditional office because there is not enough space. All faculty will have a phone, a computer, a bookcase, and a desk, but no walls.

Rama Rao asked David Kline about the problems in Building 11. Since the problems stem from construction, will the new buildings have the same problem?
David Kline responded: The old buildings were built with old techniques that caused problems, and the old methods are no longer allowed.

Stan Swart asked when UFF can expect the answers that they await, and whether they will be shared. Are we pursuing health problems in other buildings?

Richard Crosby responded that the answers will be shared, and any complaints will be investigated, some are currently under investigation.

VII. LEGISLATIVE ITEMS

Item # 1--FA 02-34: Submitted by the Academic Programs Committee

College of Arts and Sciences
New courses, courses change and Program changes (33 items)
Len moved the item. Two descriptions need to be reversed.
No course names for 249-253. Len said it was an oversight in typing. The item passed.
Item # 2--FA 02-35: Submitted by the Academic Programs Committee

*College of Business*
New courses, courses change and Program changes (41 items)
Len moved the item. No discussion. The item passed.

Item # 3--FA 02-36: Submitted by the Academic Programs Committee

*College of Education and Human Services*
New courses, courses change and Program changes (5 items)
Len moved the item. There was no discussion. The item passed.

Item # 4--FA 02-37: Submitted by the Academic Programs Committee

*College of Computing Sciences and Engineering*
New courses, courses change and Program changes (5 items)
Len moved the item. There was no discussion. The item passed.

Item # 5--FA 02-38: Submitted by the Academic Programs Committee

*College of Health*
New courses, courses change and Program changes (8 items)
Len moved the item. There was no discussion. The item passed.

VII. INFORMATION ITEM

Item # 1: Submitted by the Faculty Affairs Committee

DRAFT: Council for the Advancement and Support of Education (CASE) Award

IX. ADJOURNMENT

The meeting adjourned at 1:04 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
June 5, 2003

I. CALL TO ORDER

President Terry Bowen called the meeting to order at 12:45 PM. There was a quorum.

II. APPROVAL OF THE MINUTES

The minutes of the May 1 meeting were approved as published on the web.

III. ANNOUNCEMENTS

Lisa Amundrud sent an announcement about a new thank-you thon event to thank alumni. To participate, contact the college development office.

Hank Camp announced new hires occurring spring and summer: Jace Hargis is Director of the Office of Faculty Enhancement, Steve Borowiec is Interim Dean of Continuing Education, Kathy Cohen is Interim Library Director for a 2-year term, Gary Fane is Interim Dean of the Coggin College of Business for a 2-year term. Institutional Advancement and Academic Affairs recognizes Andrew Farkas, for his service as Library Director and will dedicate a room in the library in his honor, marked with a plaque.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Len Roberson
The committee has 1 agenda item today.

Academic Standards Committee - Sharian Deering
No report.

Academic Technology and Support Services Committee - Katharine Brown
Kathy Brown reported that the committee is still reviewing the university educational Technology Plan, and the committee is meeting June 10.

Adjunct Affairs Committee - Ted Stumm
Barbara Tuck said the committee has not met, but will be completing the analysis of the part time faculty survey.

Budget Advisory Committee -Rama Rao
No report.

Faculty Affairs Committee - Bill Wilson
Bill Wilson reported that the committee would meet June 12.

**Faculty Enhancement Committee - Reza Vaghefi**
No report.

**Nominations and Elections Committee - Terrance Pohlen**
No report.

**Promotion and Tenure Committee - Elizabeth Furdell**
No report.

**Research Committee - Cheryl Van Deusen**
No report.

**Strategic Planning Committee - Gary Fane**
No report.

**Executive Committee - Judy Solano**
The committee has 1 agenda item today.
Judy Solano reported that the committee's next meeting is scheduled for June 17, at 12:15 PM.

**V. SPECIAL REPORTS**

**Interim President - David Kline**
**David Kline** said three UNF women are finalists for Eve awards: Betty Furdell, Lynda Lewis, and Kathe Kasten.
The state has completed the budget, and the UNF trustees need to approve it. It includes PICO funds for a study of Building 11 to evaluate it and plan a solution. Matching gifts were endowed with a share of a $40 million state fund. There was a $1.4 million cut to general revenue, made up by tuition increases. The state is shifting the cost of education to students. Locally, UNF kept reserves, added strategic positions to staff and faculty, adopted program enhancements, and allocated money for summer school.

**Legislative Liaison Report - Janet Owen**
**Janet Owen** reported that during the 60-day legislative session nothing passed, and the special session began with cuts ranging from $100-$118 million, but ended with a $40 million cut. The 11 state university presidents unified. The losses were made up by tuition increases. The tuition increase cap is 15%. "Bright Futures" was fully funded. PICO got $4 million for minor construction and the Social Sciences building. A proviso passed for a feasibility study of a 5-year contract for the budgets of UF, FSU, and FIU. Salary increases for state employees include state university employees. There is a $500 minimum and a $1400 maximum per person increase. The legislature abolished the CLEP requirement. President's salaries were capped at $225,000 of state money. Universities have the authority to establish a new acceptance fee that goes to tuition and fees, and the fee is not refunded if the student does not attend. The fee may be up to $200, designated for scholarships, financial aid, and counseling. The state created but did not fund ABLE grants, which provide
funding for students going to private for profit institutions. A special session meets June 16-19 special session.

United Faculty of Florida - Bruce Fortado
Stan Swart said the election at UWF resulted in a vote for the union.

VI. QUESTION AND ANSWER PERIOD

Kathy Brown addressed the following questions to for the Academic Technology and Support Services Committee to Academic Affairs:
What is the status of the online tutoring services being reviewed by the Distance Learning Action Team and the Office of Student Success and Retention?
What is the status of the online tutoring study and pilot?
Hank Camp said he'll look into it.

An anonymous question was addressed to Terry Bowen:
Why didn't the faculty association president formally poll the faculty prior to voting for the new UNF president? We, as faculty, feel his vote did not represent the interests of the faculty.
Terry said the formal process was open to faculty input, he relied on the process.

Question submitted:
Is there a policy regarding faculty using their own texts in class?
Judy Solano said Kathy Cohen found that Chapter 10.3 of the Faculty Handbook says the instructor must notify the Provost and the Vice President for Academic Affairs when sales of the text at UNF exceed $500 per year.

Question submitted:
To Joann Campbell
Where are we in bargaining, what will be the time table, who will be the union representatives, and who will be the administration representatives?
Joanne Campbell said she is waiting for a request to bargain from UFF. There are discussions about who management representatives will be, and the discussions will involve the new President. Bargaining will take place in the fall. The previous contract expired in January and there is no requirement to begin negotiations.

VII. LEGISLATIVE ITEMS

Item # 1--FA 03-27: Submitted by the Academic Programs Committee
College of Arts and Sciences
Two APC 1 forms.
Judy Solano moved the item.
Pam Chally urged the faculty not to consider the motion because the College of Health already teaches the content addressed in the new courses.
Dale Clifford said the courses are part of a Premed certificate program that needs the courses, and that the program has been approved. The program is taught in the College of Arts and Sciences.
Mark Workman said he would support withdrawal of the item.
The item was withdrawn by the committee.
Item # 2--FA 03-28: Submitted by the Executive Committee

Division of English and Foreign Languages

Judy Solano moved the item.
The item passed.

Item # 7--FA 03-2: Submitted by the Academic Standards Committee

VII. INFORMATION ITEM

No information items.

IX. ADJOURNMENT

The meeting adjourned at 1:10 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
Faculty Association

February 6, 2003

FACULTY ASSOCIATION MEETING MINUTES
January 9, 2003

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:19 PM.

II. APPROVAL OF THE MINUTES
The minutes of the December 5 meeting were approved with a correction submitted by a faculty member.

III. ANNOUNCEMENTS
Faculty award nominations for distinguished professor, outstanding service and outstanding scholarship will be accepted until January 23. There is an opportunity for faculty members to meet with the UNF presidential search consultant at 3:30 PM on January 15 in the Robinson theater.
Hank Camp said that students have said they were enrolled in courses and found out that a comprehensive final exam was scheduled prior to finals week in violation of policy. No comprehensive final exams can be given more than seven days before the end of semester.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
The committee has 2 agenda items today.
Len Roberson said the committee meets on February 5 from 9-11 AM. The deadline for APC forms for the February meeting is January 21. New APC forms are due to be posted on the website within the next week. March 18 is the deadline for the April meeting, and as of that meeting the new forms will be needed.

Academic Standards Committee - Sharian Deering
No report

Academic Technology and Support Services Committee - Katharine Brown
Judy Solano said the committee has 1 information item today.

Adjunct Affairs Committee - Ted Stumm
Ted Stumm said the committee meets January 15 at 12:15 PM, and invites faculty input on adjunct needs.

Budget Advisory Committee - Rama Rao
No report

Faculty Affairs Committee - Bill Wilson
Judy Solano said the committee met twice to discuss the presidential search process. The committee members discussed representation on the search committee by faculty, students, and staff. The committee members also feel that when presidential candidates come to campus, groups should have opportunities to hear them speak and to ask questions. Bill Wilson will draft a note to the search consultant and the trustees regarding the committee's viewpoints. The committee
considered the profile of the successful presidential candidate, including academic credentials and experience or those without that background. Bill Wilson is drafting a statement about candidate credentials on behalf of the committee only. Judy said faculty should try to attend next week's meeting with the search consultant to offer opinions on the successful candidate profile. The committee meets on January 16 at 12:15 PM.

Faculty Enhancement Committee - Reza Vaghefi

Reza Vaghefi said the committee meets with the Vice President January 10 about the position of Director of the Office of Faculty Enhancement. So far, 24 applications have been received.

Nominations and Elections Committee - Oscar Patterson

No report.

Promotion and Tenure Committee - Elizabeth Furdell

Elizabeth Furdell said the committee met on December 6 with the Interim Provost. The committee has 17 dossiers to consider, and will be holding meetings on successful writing.

Research Committee - Randy Russac for Cheryl Van Deusen

Terry Bowen read Cheryl Van Deusen's written report that the committee meets on January 22 at 2 PM.

Strategic Planning Committee - Gary Fane

No report.

Executive Committee - Judy Solano

Judy Solano said the committee's next meeting is scheduled for January 21 at 12:15 PM. The committee will set the agenda for the next Faculty Association meeting, and needs items from committees.

V. SPECIAL REPORTS

Interim President - David Kline

David Kline said Cory Fine died December 23. He was a faculty member in the College of Business in the area of Management. Cory was 41 years old. He always served as a marshall at commencement, had a strong record, and was eager and enthusiastic. The promotion and tenure review will continue for him.

The university has four new trustees: Bruce Taylor, Waynonyi Kendrick, Terry Bowen, and Edythe Abdullah. Appointments to the Board of Trustees are by the Governor. The new trustees are able.

About Building 11, David Kline expressed thanks to faculty members who have moved. Moves are complete for several departments. Sociology is located in the old foundation board room, and Statistics, Mathematics, and Philosophy are in the top of building 14. In response to the questions asked at the last Faculty Association meeting, a document will answer the questions in campus update today. Tests of the air on 1st floor show it to be fine, better than on top floor and outside.

David Kline said he would like to get Academic Affairs, specifically Joann Campbell and Julie Shepard, to run an open forum on law regarding issues and understanding.

Pali Sen asked for more information on the Board of Trustees, specifically the charges to the local and state boards overseeing universities.
David Kline said the Board of Governors by law is like the old Board of Regents, but by politics it is trying not to change anything.

**Legislative Liaison Report - Janet Owen**

Janet Owen said the Florida Board of Education is now the State Board of Education, and has lost its jurisdiction over state universities. We have the State Board of Education, the Board of Governors, and the Board of Trustees. The state Board of Governors has constitutional authority to operate universities. The Board of Governors establishes the local Boards of Trustees, and it will keep its powers and duties from Florida School Code, such as relationships with school districts and community colleges and expenditure of funds.

The Florida Board of Education budget asked for large increases. The state's budget includes $2 billion in new expenses, making these challenging times. The Governor's budget is due out on January 15, and is expected to be critically bad for universities. We will abandon initiatives like matching of funds. The Senate takes a startup budget approach in March with their priorities. The House does a zero base budget, and the two budgets are joined to one budget.

About funding Building 11, there is $10 million needed, and enrollment growth is another issue. We get less per FTE this year. Jacksonville has no representative on the appropriations committee. The Board of Governors elected Tom Petway from here as chair, and is working on president's salaries. The Senate is working on a bill on president's salaries.

This is the last meeting Janet attends until April because she will be in Tallahassee in session, but she can set up meetings there for faculty.

**United Faculty of Florida - Bruce Fortado**

Bruce Fortado said the union filed representation cards on December 20 with the state labor board after 60% signatures were obtained at all state universities. This should freeze the status quo in place. We have been getting notices about dues deduction cut, and the loss of course release for the union president. On January 18 the UNF Board of Trustees considers a request for voluntary recognition, and has been discussing the rights of a rival union. There are debates about whether we have a new or successor employer. Richard Briggs asked about merit raises versus one-time bonuses.

In response to the anonymous question asked at the December Faculty Association meeting, a detailed statement has been given to the Association secretary.

**VI. QUESTION AND ANSWER PERIOD**

Dale Clifford addressed a question to Richard Crosby about Intellikeys for classrooms. It is hard to lock and unlock doors when classes are scheduled close together. What are the requirements for room security?

Richard Crosby said there have been key problems reported. He will try to send people to check on problems and will get a notice out.

Pali Sen addressed a question to Judy Solano about the Faculty Affairs Committee's draft to the Board of Trustees about the presidential search. Why not bring the draft through the Faculty Association?

Judy Solano said there is not time to get more faculty input before the consultant meets on campus. We can't say we'll work as a committee and place an item on the agenda for Faculty Association input, so the Faculty Affairs Committee chose to speak.
VII. LEGISLATIVE ITEMS
Item # 1--FA 03-01: Submitted by the Academic Programs Committee
College of Arts and Sciences
New program and program changes (2 items)
Len moved the item with a correction. There was no discussion.
The item passed.

Item # 2--FA 03-02: Submitted by the Academic Programs Committee
College of Arts and Sciences
New Program (1 item)
Len moved the item.
Chris Rasche asked if this item is two degree programs. Tony Rossi said technically yes, although they are mostly identical. Chris said the item should reflect the fact that there are two distinct programs. The committee accepted a friendly amendment.
The item passed.

VII. INFORMATION ITEM
Item # 1: Submitted by the Academic Technology and Support Services Committee
Policies on student email accounts and standards for developing web pages at UNF.

IX. ADJOURNMENT
The meeting adjourned at 12:50 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary