Minutes of Faculty Association Meetings
2003-2004

July 2003        February 2004
September 2003   March 2004
October 2003     April 2004
November 2003    May 2004
December 2003    June 2004
January 2004
FACULTY ASSOCIATION MEETING MINUTES
July 3, 2003

I. CALL TO ORDER
President Terry Bowen called the meeting to order at 12:45 PM.

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

III. ANNOUNCEMENTS
Kathleen Cohen announced that the library is holding a used book sale on July 14 and 15. Single books are priced at $2 per book, and there is a bulk rate.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Len Roberson
Lisa Jamba-Joyner said the committee has three items on the agenda today. The committee meets next in August.

Academic Standards Committee - Sharian Deering
No report.

Academic Technology and Support Services Committee - Katharine Brown
Kathy Brown reported that the committee meets on July 8 at 1 PM.

Adjunct Affairs Committee - Ted Stumm
No report.

Budget Advisory Committee - Rama Rao
No report.

Faculty Affairs Committee - Bill Wilson
No report.

Faculty Enhancement Committee - Reza Vaghefi
No report.

Nominations and Elections Committee - Diane Tanner
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**
Judy Solano reported that the committee's next meeting is scheduled for August 19, at 12:15 PM. The summer scholarship information item in the agenda needs a correction.

**V. SPECIAL REPORTS**

**Interim President - David Kline**
David Kline stated that the sciences at UNF are progressing with the new building set to open in early October. The faculty have had the third patent awarded. Engineering faculty are starting a company with UNF as a stock holder.

John Delaney said that he is working on learning about UNF, and he thanked David Kline for his help.

**Legislative Liaison Report - Janet Owen**
Janet Owen said the governor signed the state budget signed Monday, June 23, with no vetoes in higher education. Almost half of states had not finished their budgets at the start of the fiscal year. The gap in state budgets reached $53.5 billion for all states. 41 states have gaps, many are limiting school funding, cutting higher education, planning hiring freezes, and increasing taxes. The governor called a special session July 9-16 to act on his suggestions regarding medical liability reform. The Board of Governors ratified the new UNF president and selected Carolyn Roberts as the new chair. The Board also created 7 new committees an Executive Committee: Audit, Economic Development, Facilities, Finance, Strategic Planning, Student Affairs, and Performance and Accountability. The Board staff are revising our 5-year enrollment plans and the funding formula for universities. The Council for Education, Policy, Research, and Improvement is working on a study of the feasibility of the contracts between the state and UF, FSU, and FIU for guaranteed funding. USF and UCF may be included. The State University Presidents Association is working on a strategy for the 2004 session to make higher education relevant and included on the agendas of media and others.

**United Faculty of Florida - Bruce Fortado**
Stan Swart reported on discussions about bargaining agreement. University administration says it has expired. UFF says that legally status quo requires the old agreement to be honored until a new one is negotiated. The union office has filed unfair labor practices against several universities. The results of the suits apply to all state universities. The local bargaining team is operating, and has requested the start of negotiations. Stan distributed a grievance report. He said students have complained about the summer schedule, and the university should consider alternatives.
VI. QUESTION AND ANSWER PERIOD

Judy Solano addressed a question to Richard Crosby:
A committee of the Association has argued on behalf of a proposal that would have raised the profile of technology on campus. As you know, academic technology in particular is a concern of many faculty. Recently, organizational changes have occurred that seem to have lowered the profile of technology at UNF. What are the long term reorganization plans and objectives, as they pertain to technology, and why weren't faculty included in the conversation?

David Courtwright addressed a question to Janet Owen or David Kline:
What is the status of the plans to renovate and construct Building 11 and the library?
Janet Owen said Building 11 got $2 million for planning and construction, and the university will request $8 million more to renovate or replace based on the study.
David Kline said no decision has been made on renovation or replacement. Money will be used to study the options. The cost of the library kept rising due to the need to renovate. UNF has added funds to the library: $900,000 recently. Ground will be broken soon.

Matt Corrigan asked: "Will the due date of the summer research proposals change?"
Hank Camp said the date won't change, but his office is planning revisions to the program, and a new call will go out in August.

Pat Plumlee asked: Who is Academic Vice President at this time?
David Kline said he will do the job for the next year as the search goes on, but he has no contract.

VII. LEGISLATIVE ITEMS

Item # 1--FA 03-29: Submitted by the Academic Programs Committee
College of Arts and Sciences
Two APC 1 forms.
Lisa Jamba-Joyner moved the item.
The item passed.

Item # 2--FA 03-30: Submitted by the Academic Programs Committee
Coggin College of Business
Four APC 1 forms.
Lisa Jamba-Joyner moved the item.
The item passed.

Item # 7--FA 03-31: Submitted by the Academic Programs Committee
College of Computing Sciences and Engineering
Two APC 1 forms.
Lisa Jamba-Joyner moved the item.
The item passed.

VII. INFORMATION ITEM
Summer scholarship grant applications for 2004 are due on September 26, 2003.
IX. ADJOURNMENT

The meeting adjourned at 1:05 PM.

Respectfully submitted,

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Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING
Minutes of Meeting
February 5, 2004

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

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

III. ANNOUNCEMENTS
Caring Award - Hugh Jones
Hugh Jones announced that nominations are being accepted for the annual caring award for a student who gives.

Inauguration - Pierre Allaire
Pierre Allaire said a committee of about 30 is planning the inauguration. Events begin February 16, and the schedule is on the web. On February 19, faculty are invited to a meeting with the President at 11 AM, and at 5 PM a dedication of a plaque is planned with former President Carpenter at Daniel Hall. The Governor will attend the inauguration on the 20th. If faculty responded to Connie Corker that they wanted regalia, but did not respond to the formal invitation they received, they need to call Ext. 2100 in order to RSVP and receive instructions. The processional will leave the Arena at 9:15 AM. The program is scheduled to run from 10 AM until 11:30. A reception will be held with food in a tent on the Green and in the Robinson Center.

Homecoming - Jean Middleton
Jean Middleton invited faculty to join the homecoming events February 20-28, including a picnic and 5k run. A luncheon is scheduled Tuesday with alumni. The number to call for information is 4723.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
No report.

Academic Standards Committee - Chip Klostermeyer
No report.

Adjunct Affairs Committee - Barbara Tuck
No report.
Budget Advisory Committee - Joyce Jones
No report.

Campus Technology Committee - Katharine Brown
Kathy Brown said the committee meets February 5.

Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer said the committee met on January 15, and meets next on February 12. The committee reviewed guidelines for implementation of the TEACH act, which are interpretive guidelines. The guidelines will be distributed when they are approved. Another issue before the committee is faculty who apply for teaching awards who are not attached to colleges. They will be asked to select the college to which they are most closely related. The committee is also talking about the online pilot of the ISQ, and the alignment of CIRT and OFE. An email has been sent with the link to use to volunteer for the pilot.

Faculty Enhancement Committee - Reza Vaghefi
Reza Vaghefi said President Delaney will meet with the committee on February 6.

Nominations and Elections Committee - Yemisi Bolumole
The committee has two information items on the agenda. Judy Solano asked for additional nominees for Faculty Association officers. None were submitted and nominations were closed.

Promotion and Tenure Committee - Elizabeth Furdell
Kathy Bloom reported that the committee has finished its work, and meets with the Provost February 12.

Research Committee - David Lambert
David Lambert said the committee meets on February 11, and seeks input about the review process for summer scholarship applications. David thanked David Kline for his input on the role of Academic Affairs.

Strategic Planning Committee - Steven Williamson
No report.

Support Services Committee-Robert Schupp
Robert Schupp reported that the Center for Student Success and Retention is implementing a program for technology skills for students.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for February 17, at 12:15 PM. The committee has one item on the agenda.

V. SPECIAL REPORTS
President - John Delaney
John Delaney said the inaugural will be funded by outside funds, and scholarships will be created with some of the funds. The proposed state budget is being reviewed, and it includes about 6% or a $6 million increase for UNF. On the PECO list UNF was allocated the second highest amount of any university, and construction on Building 11 will begin in the summer. Planning for the student union is being completed.

Legislative Liaison Report - Janet Owen
No report.

United Faculty of Florida - Bruce Fortado
Bruce Fortado said today the union vice president, Cheryl Frohlich, will speak.
Cheryl Frohlich shared the union's thinking about the contract negotiation process. She is not on the negotiating team, but is involved in developing the language. The union protects faculty rights and increases them, by working with administration on a good working environment and satisfied faculty. The union represents faculty who have issues. The contract work involves crafting language to protect faculty from unfair treatment, and adds to a harmonious environment. The bargaining team includes Bruce Fortado, Shira Schwamb-Baird, and Chris Snodgrass, a negotiator from the state level. Contract language comes from surveys of faculty and from meetings that were advertised. A larger negotiation committee assists. Negotiation team members provide information to faculty via email. The team may not have been as responsive as it could have been, but it did not want to appear to be trying to sway the process. Shira's updates in email have offered news to faculty. The basis of negotiation is the expired contract, with language added to reflect UNF's unique needs. An issue is whether excerpts from the Faculty Handbook should be added to the contract. Email from administrators said terms and conditions of employment (P&T) should be enforceable. The Faculty Handbook in the interim between contracts will be used as a contract, and the expired contract will be grievable. In the past, only the contract was grievable, not the handbook. Three faculty members were lost in the past because the handbook process was breached, and there was no recourse. Only the contract is grievable. All bylaws must be approved by the administration. Some have been in the approval process over five years. Other universities have discussed eliminating the Faculty Association. The union's purpose is not to interfere with the Faculty Association, but to return power to the faculty and eliminate the possibility that changes can happen without faculty input.

Library Advisory Committee - David Courtwright
David Courtwright gave a library update. He serves as chair of the library advisory committee. The library construction project has experienced a major decline of resources in the budget compared to 2000-2001. The new building plans originally included 120,000 square feet, and now the plans are down to 80,000. There will be some classroom space in the current plans: three seminar rooms. The circulation desk will be on the first floor, and the project is scheduled to be completed by early 2006.

Parking Committee - Steve Shapiro
Steve Shapiro gave a parking committee update. He said decals may be sold in April,
and the committee is working on a priority list. The second and third floors of the garages will be set at a different price.

VI. QUESTIONS AND RESPONSES
A question was addressed to student affairs. With a portion of the parking lot fenced off for construction, the entrance to the parking garage is backed up. Could campus police direct traffic during heavy times?

VII. LEGISLATIVE ITEMS

# FA 04-05 Resolution. Submitted by the Executive Committee.
Judy Solano passed the gavel to Kathy Cohen while Judy discussed the resolution.
Judy Solano said the effect of the resolution is not to compel the union to change their work, but to offer feedback to the union about faculty feelings on the issue, and to communicate to administrators the faculty position. Judy urged faculty to communicate directly with the union team. The resolution has two parts, involving Faculty Association and promotion and tenure. The Faculty Association functions independently of collective bargaining, but it has been pulled into the contract language. The intentions are good in protecting faculty rights. An unintended consequence may be to make the Association more vulnerable and weaker, because we will not be independent of bargaining. There has been no past indication that administration wanted to pull funding for the Association; they have been generous. If we become part of the contract, then administrators may suggest that the union should support our activities. We need two strong faculty bodies to represent us. Promotion and tenure procedures have been developed by the Faculty Association over the years, and that is one example of a procedure developed to implement rights and programs won by the union. Colleges and departments have also developed specific policies related to terms of employment. The union speaks on our behalf on terms and conditions of employment, and the tradition has been that the Faculty Association not interfere.
As a consequence Judy moved to strike part B of the resolution, and the motion was seconded.

Steve Shapiro said the contract language related to promotion and tenure is different from the policies decided by faculty in the past.

Tayeb Giuma said the union never intended to weaken the role of the Faculty Association. In the past, grievances could not touch handbook issues.

Pat Plumlee asked what we are voting on.

Steve Shapiro said we are voting on the amended resolution.

Kathy Brown moved that we strike "neither."

Chip Klostermeyer said if promotion and tenure is part of the contract, and the Faculty Association wishes to change the process, will we only be able to do it via the union on its schedule?

Cheryl Frohlich said yes, changes will have to be voted by two-thirds of the faculty to make a change in the contract. The Faculty Association would still begin the process of change, without administration approval as it is written now.
Shira Schwam-Baird said the department and college criteria will not be changed, and bylaws can't be inconsistent with the contract. Changes would be added to the contract after two-thirds of the faculty approved. The current language is vague. The promotion and tenure process should be faculty driven. The union wants to protect the language and make it grievable.

Henry Thomas asked what two-thirds of the faculty means.

Cheryl Frohlich said two-thirds of the permanent faculty would need to vote to approve a change and make it enforceable.

Stan Swart said the promotion and tenure processes in the contract would become enforceable.

A motion was made to extend time, it was seconded and passed.

Pat Plumlee asked whether we will vote first on the amendment, and then on the resolution.

A.J. Adewale asked whether inclusion in the contract precludes grievance.

Judy Solano said we are deciding whether to include promotion and tenure in the resolution, since we have not interfered in negotiating over terms and conditions of employment.

Ellie Schierer said "not" needs to be added.

Stan Swart asked for a vote on the amendment. The motion to call the question was passed. The amendment passed.

Stan Swart said the Faculty Association is an administrative agency, funded by administration, and inclusion in the contract gives it different status. In the past the administration has not taken action against the Faculty Association, as has happened at other places.

Shira Schwam-Baird said the union protects faculty rights whether or not they are under assault. We have collegial shared governance, and the union wants to make sure the Faculty Association cannot be dissolved by administration. The Faculty Association does not become a bargaining chip.

Joyce Jones said she doesn't know that insertion of the Faculty Association into the contract protects us. It could still be abolished by administration during negotiations.

Shira Schwam-Baird said that would be a breach of contract, and the article says the Faculty Association shall not be abolished.

Cheryl Frohlich said the team is working well together and wants to protect the good working relationships here. The Faculty Association could be abolished by faculty under the new article.

Wanda Hedrick asked for Judy to list her cautions on the article.

Judy Solano said the Faculty Association is not an agent of the administration. There is a good relationship. Her concern is that if we become part of the contract then a less friendly administration will say the
Faculty Association is no longer in the discussion but faculty issues will be dealt with via the union only. The devolution of university governance at the state level has brought about talking in the state about the union acting as spokesman for faculty, and Faculty Association has no voice.

Kathy Cohen asked for the vote. **The motion passed, as amended.**

**Resolution**

Be it hereby resolved. The Faculty Association takes the position that neither a) the existence or role of the Faculty Association (proposed Article 5) nor b) the promotion and tenure guidelines (proposed Article 14) should not be included in the University of North Florida United Faculty of Florida contract.

**VIII. INFORMATION ITEMS**

1. Faculty Association Officers. Submitted by the Nominations and Elections Committee

2. Faculty Association standing Committees and University Committees. Submitted by the Nominations and Elections Committee

**IX. ADJOURNMENT**

The meeting adjourned at 1:20 PM.

Respectfully submitted,

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Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
September 4, 2003

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

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

III. ANNOUNCEMENTS
Mark Workman said that a memorial for Terry Bowen is scheduled for September 25 at 1:30 PM in the Robinson Theater.
Judy Solano announced that Terry Bowen's name has been added to the plaque of Faculty Association presidents located in Academic Affairs, and an appreciation plaque has been made to be presented to his family.
Judy Solano said that today the UNF Foundation board initiative grants information and applications were announced and the deadline for application is September 24.
Pierre Allaire said the capital campaign, Access to Excellence, concluded on June 30, and since 1997 $338 million was received. There were 1300 donors who each contributed over $1000. In 1997, 350 scholarships were awarded, and 550 were awarded in 2003. There were 6 endowed faculty and chair positions in 1997, and there are now 27. The post campaign period extends over the next three years.
Mary Borg said that UNF First Fridays begin tomorrow with a presentation by David Courtwright at 3 PM in 15/1303.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
Len Roberson said the committee has six items on the agenda today, and the next meeting is October 2.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer said the committee meets on September 23 at noon.

Adjunct Affairs Committee - Ted Stumm
Ted Stumm said the committee has completed the survey of part time faculty and the results will be released. The committee's new chair is Barbara Tuck, who said the committee will meet on the second Wednesday of each month.

Budget Advisory Committee - Rama Rao
No report.
Campus Technology Committee - Katharine Brown
Kathy Brown welcomed new faculty and asked faculty to contact college committee representatives with technology concerns. The committee has begun the year separately from the support services portion of the old committee. The committee meets on the first Thursday of each month.

Faculty Affairs Committee - Bill Wilson
Bill Wilson said the committee held an electronic election for the new chair, who is Ellie Scheirer. The committee's first meeting is September 11.

Faculty Enhancement Committee - Reza Vaghefi
Reza Vaghefi said the committee meets September 5 to set the agenda for the year.

Nominations and Elections Committee - Diane Tanner
Diane Tanner said the committee has two information items on the agenda today. The committee is accepting nominees for membership on the search committee for provost and vice president for academic affairs. Today is the election for new Faculty Association vice president. Diane requested nominations from floor. There were none. The existing ballot was accepted.

Promotion and Tenure Committee - Elizabeth Furdell
Betty Furdell reported that the committee's work begins in December.

Research Committee - Cheryl Van Deusen
Cheryl Van Deusen said the committee meets September 9 to elect the new chair. The deadline for the summer scholarship and teaching grants is October 3.

Strategic Planning Committee - Steven Williamson
Steven Williamson said the committee has no report.

Support Services Committee - Robert Schupp
Bob Schupp said the committee works on issues related to food service, the bookstore, and others. The committee meets September 30, and will begin work on the problems with parking decals.

Executive Committee - Judy Solano
Judy Solano reported that the committee's next meeting is scheduled for September 16, at 12:15 PM.

V. SPECIAL REPORTS
President - John Delaney
John Delaney thanked everyone for the welcome he has received to the university.
1. The library construction project has received an additional $3 million from reserves. Building projects need to be done right up front, even if it means delaying others. Projects need a budget cushion built in.
2. The research and development authority technology park on university property east of Kernan Road has been asked to cease trying to sell property until taking stock. ADT and AOL may not characterize the types of collaborative relationships UNF wants. We are landlocked, and land will be center of population in Jacksonville, and making the land very valuable in future. The recommendation is to wait for an exceptional opportunity before selling the land.

3. Building 11 is a very high priority. The design will begin with current funds and construction will begin next October. The recommendation is to build on a new Building 11 on a new site, then demolish the old building.

4. Other university needs include the student union and the stadium. Bond revenue may be an effective way to get ahead of the curve and spread payments out over time.

5. The provost search kicks off in October.

Legislative Liaison Report - Janet Owen
Interim Legislative Committee Weeks in preparation for the 2004 legislative session begin the last week of September. A special session may happen in October, and it may include requests for increased funding for education. A big priority for Chambers of Commerce statewide for the 2004 session is reforming the state constitutional amendment process. There is growing support among legislators to attempt to repeal or revise the class size amendment. Budget priorities for the 11 universities in the upcoming session include: maintain the base level of state funding, adequately funding enrollment growth, reducing the major gifts backlog for state matching funds, and providing appropriate funding for construction. The UNF Board of Trustees will approve priorities at the September 18 meeting.

New tuition proposals are on the way, including block fees, differential tuition by program, and tuition incentives for night/weekend courses. State Board of Education wants to move $2.5 million for baccalaureate programs at community colleges to the Florida Board of Governor's request. The Board of Governors meets September 24 with a PECO priority list.

The 32-member Advisory Council on Educational Facilities is working on evaluating the facilities planning budgeting process for K-20, reviewing sources to meet funding requirements, and reviewing alternatives to minimize construction. Janet is also following the K-20 Accountability Workgroup feasibility study of proposed university funding contracts.

United Faculty of Florida - Bruce Fortado
Bruce Fortado said the union is debating centralization. The union may need to devolve to local control. The union is experiencing personnel changes this year.

Bruce and Cheryl Frohlich met with President Delaney and are hopeful about the union's relationship with administration. The new contract is being negotiated.
VI. QUESTION AND ANSWER PERIOD

Anonymous questions were submitted to Judy Solano for John Delaney:

1. Since Fall 2001, what is the breakdown by ethnicity, race, and national origin, within each college, of faculty promoted from associate to full professor; of faculty denied promotion from associate to full professor, and of faculty who initiated the process for promotion from associate to full professor but withdrew before the process was completed? What steps are being taken in each college to promote professional advancement of faculty with respect to ethnicity, race and national origin, with specific reference to promotions and administrative appointments? John Delaney said he would locate data and respond later.

2. What are the qualifications for director of the Office of Equal Opportunity Programs? Delaney said the director must have a Master's degree and experience in the area, or a Bachelor's degree with more experience. How does the administration ensure the independence of the office from the administration's own interests? Delaney said fair resolution of complaints is the goal. How independent is the office from administration? Delaney said the office reports through Human Resources to the Provost, and does not get interference. Complaints can go to civil court. How many complaints have been filed during the current director's term, and how many were decided in favor of the complainant? Delaney said that one to two dozen complaints have been resolved, and 80-90 % were not resolved in favor of the complainant. There have been few lawsuits.

3. Does the president think it is appropriate for administrators to use campus police to harass faculty who challenge them and speak out against them? Delaney said that is not appropriate.

4. What would be a reasonable time for faculty to expect to get information requested from administration under the sunshine law? Delaney said a written response within a month is reasonable. Time may be needed depending on the information requested.

5. What is the appropriateness of appointing chairs without degrees in the field of the department they supervise? Delaney said he hopes that would not happen, but on occasion it happens by necessity.

6. On the selection of the director of the new ethics center, is it ethical for the provost to express interest in the position, and for the dean to appoint his boss to that position? Do you endorse this blatant cronyism? Delaney said that he feels Mark Workman and David Kline would not act unethically.

VII. LEGISLATIVE ITEMS

Item # 1-FA 03-32: Submitted by the Academic Programs Committee

*College of Arts and Sciences 1 APC 3 form*

Len Roberson moved the item. Pat Plumlee said the description mentions...
the suitability of the course for general education, and wants to know whether the course is or is not a general education course, and whether a course description should include such a suggestion. Oscar Paterson said the sentence is there because of plans to propose inclusion of the course in general education, and he would allow the line to be removed from the description. Len Roberson said the line is only in the APC form, and not in the catalog description.

The item passed

Item # 2--FA 03-33: Submitted by Academic Programs Committee
Coggin College of Business 3 APC 3 forms, 2 APC 2 forms
Len Roberson moved the item.
The item passed.

Item # 3--FA 03-34: Submitted by Academic Programs Committee
College of Computing, Engineering, and Construction
4 APC 1 forms, 1 APC 3 form
Len Roberson moved the item.
The item passed.

Item # 4--FA 03-35: Submitted by Academic Programs Committee
College of Health 2 APC 3 forms
Len Roberson moved the item.
The item passed.

Item # 5--FA 03-36: Submitted by Academic Programs Committee
College of Arts and Sciences New degree request
Len Roberson moved the item. David Schwam-Baird asked how could we decide on a new program without detail on the program. Len said each college representative on the committee has reviewed the program. Chris Rasche said there is no information on resources and faculty needed for new programs in the agenda. Len said the specific APC forms for courses come through Faculty Association after the degree program is approved. Chris asked whether we are approving a proposal to request a new program from the board of trustees. Judy recommended that future degree requests include more information and resources needed. Dale Clifford suggested that the full degree proposal be placed on the web. Kathy Robinson said the Academic Programs Committee does not respond to the resource question, so information is not included in the agenda. Len said the committee met with David Kline to decide what to include. Bob Vergenz asked for an oral statement from the committee on resource requirements. Len said he does not have that information. David Fenner said the department is hiring a faculty member who will work with the new program.
The item passed.

Item # 6--FA 03-37: Submitted by Academic Programs Committee
College of Health New degree request
Len Roberson moved the item. Pam Chally said the program has been in place since 1995, and needs no new resources. The program is currently a track and will become a separate degree.
The item passed.
VII. INFORMATION ITEM
   Item # 1 Election for Vice President of Faculty Association
   Item # 2 Election of Search Committee for Provost and VP for Academic Affairs
   Item # 3 Faculty Association 2003-2004 Schedule
   Item # 4 Academic Programs Committee 2003-2004 Schedule
   Item # 5 UNF Matriculation Calendar for Fall 2003 to Summer 2004
   Item # 6 UNF Academic Calendar Information from Fall 2003 through Summer 2006

IX. ADJOURNMENT
   The meeting adjourned at 1:12 PM.

   Respectfully submitted,

   Catherine Cavanaugh, Secretary
I. CALL TO ORDER
President Judy Solano called the meeting to order at 12:15 PM.

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

III. ANNOUNCEMENTS
Judy Solano said the SUSSAI evaluation results have been public information. The newer campus ISQ instrument includes SUSSAI items. The eight SUSSAI items are still public information, and the rest of the items on the ISQ are not public.

Judy asked faculty to respond to the annual campus climate questionnaire. The link to the questionnaire is printed in today's meeting packet.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Dale Clifford for Len Roberson
Dale Clifford said the committee met virtually last month. The committee has one item on the agenda.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer said the committee will meet with the athletic director March 9 to discuss academic standards, and to ask questions about the move to NCAA Division 1.

Adjunct Affairs Committee - Barbara Tuck
Barbara Tuck said the committee has one item on the agenda. The committee meets March 10.

Budget Advisory Committee - Joyce Jones
Joyce Jones said the committee met on the third Thursday of February with Ricky Arjune about the university budget. The committee is working on its annual report. Due to spring break the committee is rescheduling the March meeting, when members will talk about budget issues.

Campus Technology Committee - Katharine Brown
Kathy Brown said the committee meets March 4.

Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer said the committee met on February 12 with no quorum. The committee will meet on March 11 to discuss issues including modifications of the outstanding teaching awards committee processes, and the promotion and tenure guidelines language.

Faculty Enhancement Committee - Reza Vaghefi
The committee has one item on the agenda.

Nominations and Elections Committee - Yemisi Bolumole
The committee has one information item on the agenda. Yemisi Bolumole asked for additional nomination for committee vacancies. The Academic Programs Committee needs a nominee from the Coggin College of Business. Ellie Scheirer was nominated to the Faculty Affairs Committee and the Promotion and Tenure Committee. The Support Services Committee needs nominees from the College of Arts and Sciences and the College of Computing Sciences, Engineering, and Construction. The General Education Council needs a natural sciences nominee. Royal Van Horn was nominated to the Sabbatical Selection Committee. An alternate for university appeals was needed from the College of Education and Human Services. There was a motion to close nominations. The motion was seconded and approved.

Judy Solano said the Distinguished Professor committee has met and selected 2 candidates, who will appear on a ballot. The Outstanding Teacher Selection committee has met and made selections, and the Outstanding Scholar and Outstanding Service committees meet next week to make selections for those awards.

Promotion and Tenure Committee - Elizabeth Furdell
Betty Furdell said the committee made recommendations on 26 applications. One applicant for promotion to assistant professor was recommended favorably by the committee and David Kline agreed with the recommendation. Two applicants for tenure were recommended favorably by the committee and David Kline agreed with the recommendations. Two applicants for promotion to associate professor were recommended favorably by the committee and David Kline agreed with the recommendation. Fourteen applicants for promotion to associate professor with tenure were considered, and the committee recommended thirteen favorably. David Kline recommended all fourteen. One applicant for promotion to full professor with tenure was recommended favorably by the committee and David Kline agreed with the recommendation. Six applicants for promotion to full professor were considered, and the committee recommended two favorably. David Kline decided to promote four. In all, 21 favorable recommendations were sent by the committee to the provost, and 24 applications were approved.

Judy Solano said there is a promotion and tenure seminar March 5 at 9 AM.

Research Committee - David Lambert
No report.
Strategic Planning Committee - Steven Williamson
No report.

Support Services Committee - Robert Schupp
Bob Schupp said the committee meets March 30.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for March 9, at 12:15 PM. The committee has one item on the agenda.

V. SPECIAL REPORTS

President - John Delaney
1. John Delaney thanked those who participated in the inaugural.

2. The provost search committee has narrowed the list to three, who will return to campus in March. Delaney commended the committee for its work.

3. The newspaper recently reported that the university has agreed to buy technology park land. UNF last year stopped sale of the land, studied what to do, and has decided to seek funding from the state to buy 100 acres east of Kernan Blvd. The land will be included in the master plan. Funds from the eventual sale will go to the university foundation. The state senate must agree to fund the purchase over two years, but if the purchase is not approved, the state would be asked to match funds. Up to $28 million could be added to the endowment. Currently 35 acres are under contract and under litigation. Land at corner of Kernan will be acquired by UNF.

4. Master planning is beginning, and an environmental council is looking at possibilities for the new land. A goal is to preserve wetland and natural space. The location of the new social science building needs to be decided. It will most likely be south of the new science/engineering building. Also the location of a new student union building needs to be decided by May.

Legislative Liaison Report - Janet Owen
No report.

United Faculty of Florida - Bruce Fortado
A Monday bargaining session is scheduled, and three articles will be presented. This will conclude article presentation. Cheryl Frohlich should return around spring break. The union plans to administer a union survey in the spring.

Parking Committee - Steve Shapiro
A meeting is scheduled for March 10 to share information about changes in the prices of decals. We have enough surface parking to accommodate the university for the next four years.

VI. QUESTIONS AND RESPONSES
Dale Clifford said while we get new buildings, we have some areas in poor repair. Richard Crosby responded that some areas have not been renovated yet. A renovation list is reviewed annually and is included in the master plan. John Delaney said the interiors of the buildings were shocking, and the older buildings need upgrading. We need to budget maintenance each year so there will be a reserve to use when needed.

Chris Rasche said the new science/engineering building is very nice, but the classroom clocks are in the fronts of the rooms. Why? Can they be placed in the back in future planning? Richard Crosby responded that the need to develop a standard for rooms with faculty input is recognized. More effort will be made to include faculty viewpoints in facility planning.

An anonymous question was addressed to John Delaney: The academic offices in the new science/engineering building are spacious and have high quality furniture. Students have trouble finding rooms for working on computers in the same building. Are we here to support our students or to provide luxury to our administrators? The President responded that the question was rhetorical.

VII. LEGISLATIVE ITEMS

# FA 04-06 Out-of-State Tuition for Non-Degree Seeking Florida Citizens and for Excess Hours Taken by Florida Citizens. Submitted by the Executive Committee.
Steve Shapiro moved the item, and then he took the gavel while Judy discussed the item. The item was developed in response to the Governor's proposals. The Board of Governors has approved the Governor's proposal. The university faculty senate presidents have taken this item to university faculties for feedback and response to send back via the university boards of trustees to the Board of Governors.
Bill Caldwell asked about estimates of the cost of the proposal in students leaving or not attending the universities. Tom Serwatka said when the proposal comes through the state, campuses will be able to set policies that allow exceptions to the rule for specific groups of students. The senior citizen waiver would not be affected by the proposal. Dale Clifford said the policy is wrongheaded, and imposes punishment for taking over 120 hours, and we need to say so to the local board to educate them. John Delaney said the university presidents met and agreed to oppose the policy. The state will allow local universities to ensure that there are not frivolous degree seekers on campus. The item passed.

# FA 04-07 College of Health. Submitted by the Academic Programs Committee
One APC 1 form, one APC 3 form.
Dale Clifford moved the item. The item passed

#FA 04-08 Recommendation for Assistant Director of Adjunct Affairs in the Office of Faculty Enhancement. Submitted by the Adjunct Affairs Committee.
Barbara Tuck said the committee withdraws the item.

#FA 04-09 First Reading of Recommended Change to the Bylaws. Submitted by the Faculty Enhancement Committee.
Reza Vaghefi moved the item. Dale Clifford asked whether new committee members will know in advance that they cannot seek funding. Judy Solano said when members seek awards, there are sometimes no members from some colleges to review applications. Members can resign after a year of service to seek awards.

VIII. INFORMATION ITEMS

1. Faculty Association Standing Committees and University Committees. Submitted by the Nominations and Elections Committee

2. APC 3EZ Approved by Academic Affairs.

IX. ADJOURNMENT

The meeting adjourned at 1:05 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
Faculty Association Committee Minutes

November 6, 2003

FACULTY ASSOCIATION MEETING
Minutes of Meeting
October 2, 2003

I. CALL TO ORDER
President Judy Solano called the meeting to order at 12:18 PM.

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

III. ANNOUNCEMENTS
Jean Middleton said next weekend, Friday, Oct. 10 through Sunday, Oct. 12, is Family Weekend on campus. Saturday morning at 11 in the small theater in building 14, faculty make the case for their field in order to ensure their "survival" in a raft. The raft debate is followed by a picnic. The events are sponsored by the Alumni Services office.

Karen Reedy of the Academic Center for Excellence said the early warning referral system form is now online. It can be used to refer students having difficulty with academic work or students with attendance problems or outside problems.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Len Roberson
Judy Solano reported for Len Roberson that the committee meets October 9 at 9 AM in the Association meeting room.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer said the committee has considered a request to change the late registration deadline, and the committee feels it should remain as it is. Students with hardships should use the appeals process. The committee meets October 28.

Adjunct Affairs Committee - Barbara Tuck
Barbara Tuck said the committee meets on the 2nd Wednesday of the month at 12:15. The committee has sent letters to part-time faculty to introduce the committee. Members are also working on the results of last spring's survey.

Budget Advisory Committee - Joyce Jones
Joyce Jones said the committee meets on the 4th Tuesday of the month at 10 AM. The committee has invited Joann Campbell to the next meeting for a budget briefing.
Campus Technology Committee - Katharine Brown
Kathy Brown said the committee meets October 2 to review the university educational technology plan.

Faculty Affairs Committee - Ellie Scheirer
Ellie Scheirer said the committee met September 11, and meets again on October 9. Members will discuss the ISQ online pilot for possible adoption. The committee will address the issue of a Faculty Senate after the constitution is approved. The faculty handbook is also undergoing revision.

Faculty Enhancement Committee - Reza Vaghefi
Steve Shapiro reported for Reza Vaghefi that the committee is reviewing the summer teaching grant proposals, and has scheduled a seminar on things to do and not to do before applying for tenure and promotion.

Nominations and Elections Committee - Henry Thomas
Henry Thomas said Venkat's name should be struck from the ballots for the search committee for provost. Additional nominations were sought and none were offered. Voting occurs today after the meeting, and continues until Friday at 1 PM in the faculty commons.

Promotion and Tenure Committee - Elizabeth Furdell
Betty Furdell said the committee has no report.

Research Committee - David Lambert
Cathy Hough reported for David Lambert that the committee is reviewing summer research grant proposals.

Strategic Planning Committee - Steven Williamson
Steven Williamson said the committee meets on the 2nd Monday of the month at 10 AM.

Support Services Committee - Robert Schupp
Robert Schupp said the committee meets on the Tuesday before Faculty Association meetings. He asked for support services questions for committee consideration. The committee is currently looking into problems with the sale and distribution of parking decals.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for October 21, at 12:15 PM.

V. SPECIAL REPORTS
President - John Delaney
No Report.
Legislative Liaison Report - Janet Owen
No Report..

United Faculty of Florida - Bruce Fortado
Bruce Fortado said the union decentralization was the topic at the senate meeting. On January 1, a new executive director takes office, and local presidents will now be able to vote. On October 9 at noon, the fall luncheon for bargaining unit members will take place with local negotiators. It is a time to voice concerns about working conditions.

Association President - Judy Solano
Judy Solano said the meeting packet has information about this year's faculty awards, and she encouraged nominations. The UNF Foundation supports the awards. Award decisions are made in the spring, and last year's winners will be acknowledged at the convocation on October 10.

The constitution expires in December. Each association sends representatives to review the document and to propose amendments, then each association approves the changes. The Faculty Association group met, and was concerned about meeting the deadline. The President's office feels the work will be done in time. In November we will look at the progress of the convention, and possibly ask the Association to request an extension of the deadline.

Judy said she is a member of the university Board of Trustees. All documents pertaining to board meetings are now on the trustees' website. An item for a future meeting is the question of Division I status for athletics. Judy wants to get a sense from faculty on the topic, and will post a survey on the Association website.

Judy sits on the Advisory Council of Faculty Senates, which met in Tallahassee in September. The group has a voting presence on the state Board of Governors.

The group took positions on five items:

1. The choices high school students have for completing their diploma include the traditional 4-year course, and two new 3-year paths. One is a college-prep plan, but without fine arts, PE, and history, and reductions in science and math. The group passed a resolution that candidates for admission to state universities as freshman need to satisfy the old 4-year plan. The Board of Governors and the university presidents are concerned about the issues and are working with legislators to modify the law.

2. The role of the Board of Governors in presidential searches and appointments is not clear, and the board plans to discuss the issue. The Advisory Council of Faculty Senates said that all finalists should have strong academic experience and leadership at upper levels of university governance.

3. Steve Uhlfelder heads the Board of Governors subcommittee on accountability, and wants students to pass the CLAST or other FCAT-like exam for college seniors. Accountability concerns include degrees, licenses, retention, testing, grad rates, and others. There was no consensus at the meeting. The Advisory Council resolution says any test required of students should include students having a stake in the outcome. Now students would graduate regardless of their performance on the test, but universities would
be "graded" on the students' performance. We are already accountable to
SACS and program accrediting agencies. State measures need to be
consistent with these outside measures. Measures should be consistent with
the goals and mission of each institution. Residential campuses have better
4-year graduation rates. Measures need to be in place longer than one year
to allow institutions to adjust.

4. Florida's public university tuition rates are almost last among states. The
Governors discussed the issue, and reached no resolution. The Advisory
Council resolved to support increases so tuition rates approach the national
average for public universities. Tuition increases should not replace state
funding.

5. An issue that has not gone before Board of Governors yet is the need for
Florida faculty salaries to approach the national average.

VI. QUESTIONS AND RESPONSES
An anonymous question was addressed to John Delaney:
"It was reported at the last Faculty Association meeting that $3 million from
TSI funds will be used to enhance the new library addition. What parts of TSI
earned this money and from what activities? How much money do they
typically earn in a year?"

Dale Clifford asked whether we will have flu shots. Verna Urbanski said they
are being scheduled now, contact Campus Health Services. Judy Solano said
she understood there will be a limited number of nasal vaccinations available.

Mary Borg asked about the status of the new science building. Neal Coulter
said the substantial completion date is suppose to be October 24. Faculty will
move in after the first of the year. Kim Luther said they are not scheduling
classes there for spring. Tom Serwatka said October 24 is the correct date for
substantial completion. He will get more information out on when the building
will begin to be occupied.

VII. LEGISLATIVE ITEMS
No legislative items this month.

VIII. INFORMATION ITEMS
1. Election of Search Committee for Provost and Vice President for Academic
Affairs. Submitted by the Nominations and Elections Committee.

2. Nomination for Nominations and Elections Committee Submitted by the
Nominations and Elections Committee.

IX. ADJOURNMENT
The meeting adjourned at 12:53. PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
I. CALL TO ORDER
President Judy Solano called the meeting to order at 12:16 PM.

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

III. ANNOUNCEMENTS
Ida Gropper announced that an on-line learning program, SkillPort, is currently available to faculty and staff. This approach provides an alternative mode for learning in addition to instructor-lead offerings. Additional topics are available beyond what we have had in the past. An informational handout was distributed, along with a request for feedback.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
Len Roberson said the committee has two items on the agenda. The committee will next meet on Thursday, April 8, 2004.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer said the committee has met with the athletic director and the assistant athletic director. There has been an indication that the intention is to maintain current academic standards for athletes.

Adjunct Affairs Committee - Judy Solano for Barbara Tuck
Judy Solano reported that the committee is fine-tuning the wording on the item submitted on last month's agenda. The item will likely be on the agenda for the next meeting.

Budget Advisory Committee - Joyce Jones
No report.

Campus Technology Committee - Katharine Brown
Kathy Brown reported that the committee has campus dial-in lines on its agenda. The committee meets April 1 at 4 PM to discuss the number of dial-in lines needed and other questions. Guests are invited.
Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer reported that the committee approved the revised statement regarding the declaration of College affiliation when applying for Outstanding Undergraduate Teaching Awards. The committee discussed the planned merger of the CIRT and the Office of Faculty Enhancement, and viewed this change as one which would be supportive of the missions of both programs. There was discussion of the overall nature of the needed changes to the policy regarding misconduct in scientific research and scholarly activity, and then analysis of specific points for revision. The committee meets April 8.

Faculty Enhancement Committee - Faris Malhas
Faris Malhas reported that the committee has one item on the agenda. The committee has begun discussion of the role of the committee beyond the review of summer teaching awards.

Nominations and Elections Committee - Yemisi Bolumole
Yemisi Bolumole reported that the committee has one information item on the agenda. Elections for committee vacancies will be held today.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - David Lambert
Dave Lambert reported that the committee continues to review guidelines for summer projects.

Strategic Planning Committee - Steven Williamson
Steven Williamson reported that the committee reviewed eight imperatives of the Board of Trustees. The committee is discussing how faculty should be involved in the examination of these imperatives.

Support Services Committee - Robert Schupp
Bob Schupp reported that the next meeting of the committee is scheduled for May 11, 2004, at 11 AM in the Faculty Association Meeting Rooms. Pre-registration for parking will occur during the latter part of April. All payments will be through payroll deduction.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for April 20, at 12:15 PM.

V. SPECIAL REPORTS

President - John Delaney
Inasmuch as President Delaney was not able to be present, David Kline indicated that there was no report.

Legislative Liaison Report - Janet Owen
There was no report, given Janet Owen's current presence in Tallahassee during the Legislative Session.

United Faculty of Florida - Bruce Fortado

Bruce Fortado encouraged faculty to respond to the UFF survey which they have previously received. The responses are due by April 16, 2004. The "Spring Lunch" has been scheduled for Tuesday, April 14, 2004. All are invited to attend for an opportunity to learn more about issues of concern to faculty, including bargaining progress.

The next meeting for contract negotiations is scheduled for April 8, 2004. Our annual Chapter elections have been held. Our Bylaws provide that the officers change office at the end of the school term. Cheryl Frohlich has been elected President and UFF Senator. Shira Schwam-Baird has been elected VP. Patricia Geesey has been elected Secretary. Michelle Dedeo has been elected Treasurer. Vicki Stanton, Bruce Fortado and Shira Schwam-Baird have been elected UFF Senators from UNF.

VI. QUESTIONS AND RESPONSES

Dale Clifford asked about the possibility of using "intellikeys" for computer consoles in classrooms-Shari Shuman said she would have to check on this and get back to us.

An anonymous question was addressed to John Delaney regarding faculty having received no raises this year. Judy Solano clarified that we have received a 2% raise on December 1. She said that President Delaney had indicated that he wished to respond to the question at our next meeting. Discussion ensued regarding the caps on the 2% that was distributed ($1400 on 12 month contracts; $1050 on 9-month faculty contracts).

Two questions were submitted regarding two substantial raises distributed to assistant professors in the College of Business. Dr. Kline offered to respond via memo.

A question was directed at both David Kline and John Delaney regarding the hiring practices in the College of Computing Sciences, Engineering, and Construction. How are we insuring that we are hiring the best qualified individuals?

VII. LEGISLATIVE ITEMS

Item # 1- FA 04-09 SECOND READING of Recommended Changes to the Bylaws.
Submitted by the Faculty Enhancement Committee.
Faris Malhas moved the item for the Committee. The item passed.

Item # 2- FA 04-10 COH - Program of Study changes (2 items)
Submitted by the Academic Programs Committee.
Len Roberson moved the item for the Committee. The item passed.

Item # 3- FA 04-11 HONORS - Program of Study changes (1 item)
Submitted by the Academic Programs Committee.
Len Roberson moved the item for the Committee. The item passed.

VIII. INFORMATION ITEMS
Item # 1  Faculty Association Standing Committee and University Committee Elections
For Terms Beginning Fall 2004.
Submitted by the Nominations and Elections Committee.

Item # 2  Vitae Summaries of Finalists for 2004 Distinguished Professor Award:
  a. Dr. B. Jay Coleman
  b. Dr. William J. Wilson

IX. ADJOURNMENT
The meeting adjourned at 12:40 PM.

Respectfully submitted,

_______________________  Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING MINUTES
November 6, 2003

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

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

III. ANNOUNCEMENTS
Matt Corrigan announced that the Florida Center for Public Policy polling equipment is available to others on campus who want to do polling, and assistance is available to do polling in classes. There will be a mock convention in Duval County in the spring for secondary and college students. For more information contact Matt at mcorriga@unf.edu.

Anita Vorreyer-Hedges of Student Life announced that the Betty Soldwedel Center is hosting a reception today in the Faculty Commons.

Judy Solano gave an announcement sent by Michael Murillo of the UNF Office of Veteran Affairs about a city effort to support troops this month. Collection areas at city hall, campus advising offices, and the library have been set up for books, toiletries, and other items.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Len Roberson
Len Roberson reported that the committee has one item on the agenda. The committee will review 145 APC forms this month. The committee met today, and meets again November 13.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer reported that the committee meets November 25, and is currently concerned with ambiguities in the application of the policy on academic misconduct.

Adjunct Affairs Committee - Barbara Tuck
Barbara Tuck reported that the committee will meet November 12, and will have the survey report ready next month.

Budget Advisory Committee - Joyce Jones
Joyce Jones reported that the committee met October 28. Joann Campbell summarized the university budget including callbacks. Next month the committee will hear an overall university budget overview.

**Campus Technology Committee - Katharine Brown**
Kathy Brown reported that the committee met October 2. Jace Hargis encouraged Blackboard users to attend transition training to prepare for the spring implementation of Blackboard 6. The committee meets today at 4 PM with Bill Wilson about the campus educational technology plan.

**Faculty Affairs Committee - Elinor Scheirer**
Ellie Scheirer reported that the committee met on October 9 about the pilot of the online ISQ. The committee has concerns about the response rate. The committee meets November 13.

**Faculty Enhancement Committee - Reza Vaghefi**
Reza Vaghefi reported that the committee met to review the applications for summer faculty grants, and submitted recommendations to Academic Affairs. Seven proposals will be funded.

**Nominations and Elections Committee - Henry Thomas**
Henry Thomas took nominations from the floor for positions on the Nominations and Elections Committee. Lee Richardson was nominated from the library, Russell Mays was nominated from the College of Education and Human Services, and Barbara Olinzock was nominated from the College of Health for the at-large position. All nominees were elected by acclamation. The committee has two information items on the agenda today.

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

**Research Committee - David Lambert**
No report.

**Strategic Planning Committee - Steven Williamson**
Steven Williamson reported that the committee meets November 10 to discuss recommendations on the university mission statement, and performance measures for the university.

**Support Services Committee - Robert Schupp**
Robert Schupp reported that the committee meets December 12 to address the prices of books.

**Executive Committee - Steve Shapiro**
Steve Shapiro reported that the committee's next meeting is scheduled for November 18, at 12:15 PM.
The UNF Constitutional Convention is convening to update the 1993 constitution, and there have been no major changes at this point. The
V. SPECIAL REPORTS

President - John Delaney

1. The university is not ready to apply for NCAA Division 1 status before the December 1 deadline. Information has been collected. If UNF moved to Division 1, it would be in the Atlantic Sun Conference with Stetson and Jacksonville University. The current athletic budget is being looked at to determine whether Division 1 activity could be supported at current funding levels with no funds removed from academic budgets. President Delaney is inclined to recommend that the university move to Division 1 if it would be competitive.

2. President Delaney congratulated Janet Owen on her work with the state legislature. The legislature decided to match university gifts based on a percentage formula rather than chronologically. Thirty million dollars was allocated to help the backlog, and UNF will receive a percentage.

3. Last week the Stein family donated $500,000 to UNF, half of which will be matched. November 13 another gift will be announced, and another near the end of year.

4. President Delaney stated that he has yet to meet UNF graduates who don't compliment the university.

Legislative Liaison Report - Janet Owen

Janet Owen said the Florida Board of Governors has met twice since her last report, and is mapping a master plan for itself, and approving strategic plans for the universities. The K-20 Accountability group includes advocates on the part of higher education who say the universities may not fully fit the K-20 system.

Janet will send executive summaries of reports for posting on the Faculty Association website.

Funds were added to the PECO budget. The Board of Governors recognizes the priority of replacing UNF's social science building. UNF received a large share of funding relative to other universities.

Issues for next legislative session include:

- The Board of Governors sees problems with the 18 credit rule for high school graduation.
- A technology fee to supplant tuition increases could help fund the student union.
- Use of Suncom should be optional, to allow use of lower cost telecommunications systems.
- Police want trespass statutes.
- Universities want freedom to name buildings after donors.
- Because the class size amendment is likely to siphon funds from higher education, universities need ability to bond, thereby benefiting from local revenue sources.

United Faculty of Florida - Bruce Fortado

Bruce Fortado said UFF had union representation elected at FSU with a large
percentage of votes. The local union negotiators at UNF met October 31. The administration has given a portion of its proposals, and next week the union will give its positions. On the issue of whether our contract will resemble other universities' in terms of salary, Bruce said proposals are different right now. We will have more local differentiated contracts.

**President's Report - Judy Solano**

Judy Solano said the UNF Board of Trustees met in workshop to learn about state initiatives, and to talk about what UNF should be known for and its mission. Faculty need to participate in discussions. Steven Williamson and Larry Daniel attended the meetings. The Strategic Planning Committee has been asked to provide feedback on the university's mission and future directions. The President's office has assured Judy that faculty will be involved in the process of drafting and reviewing the mission. The Board meets November 18 via conference call, followed by a half day workshop on November 20 regarding the future direction of UNF. February 20, in the morning, is when the President's inauguration will take place.

VI. QUESTIONS AND RESPONSES

Bill Slaughter addressed a question to Kathy Brown or Lance Taylor about the problems with dialup network access. It takes a long time to get through and then the signal may be dropped after connecting. Thirty of the 90 modems were removed. FIRN accounts were removed. Students are experiencing problems accessing online course materials. What are the plans to help with student and faculty access to the network?

Kathy Brown said she has discussed the issue with Kathy Hughes. A traffic study is being done to decide whether lines need to be reinstated. Lance Taylor has acknowledged the need, and UTC is considering the issue. Problems should be reported to computing services. Judy Solano said that 20-30 students in the residence halls are dialing in rather than using direct network connections, and Information Technology Services is addressing the students.

Bill Slaughter said the connections should be added.

VII. LEGISLATIVE ITEMS

1. FA 03-38: Submitted by the Academic Programs Committee

*College of Health. 13 APC 2 forms and 2 APC 3 forms.*

Len Roberson moved the item.

The item passed

VIII. INFORMATION ITEMS

1. Election of Nominations and Elections Committee - Submitted by the Nominations and Elections Committee

2. Result of Election for Search Committee for Provost and Vice President for Academic Affairs - Submitted by the Nominations and Elections Committee

3. APC 2 Minor Approved by Academic Affairs - Submitted by the College of Arts and Sciences
IX. ADJOURNMENT

The meeting adjourned at 12:50 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
I. CALL TO ORDER
President Judy Solano called the meeting to order at 12:46 PM. There was a quorum present.

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

III. ANNOUNCEMENTS
President Delaney introduced incoming provost Gerry Giordano.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
Len Roberson said the committee has one item on the agenda. The committee will next meet on June 3.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer said Academic Affairs and Student Affairs have indicated to the committee that there are inconsistencies in the way we retain the results of academic misconduct cases. The committee is working on a plan for improving this situation.

Adjunct Affairs Committee - Barbara Tuck
Barbara Tuck reported that the committee has one item on the agenda. The committee meets May 12 to select a new chair.

Budget Advisory Committee - Joyce Jones
No report.

Campus Technology Committee - Katharine Brown
Kathy Brown reported that the 19 campus technology classrooms now have locks on the computer cabinets, and instructors will need to check the website to get the combinations. The committee meets May 12.

Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer reported that the committee met in April about revising instructions for the administration of student assessments of instruction, and
the committee would appreciate suggestions for improving the text in the Faculty Handbook. The committee meets May 13 at 12:45. The committee is working on the outstanding undergraduate teaching award eligibility criteria.

**Faculty Enhancement Committee - Faris Malhas**
Faris Malhas reported that the committee has met to select new officers.

**Nominations and Elections Committee - Judy Solano for Yemisi Bolumole**
Judy Solano said the election results are printed in the meeting packet and are posted online.

**Promotion and Tenure Committee - Judy Solano for Elizabeth Furdell**
Judy Solano said the committee has selected Kathy Bloom as its new chair.

**Research Committee - Judy Solano for David Lambert**
Judy Solano said Jim Collum will be retiring. Since his position as Director of Sponsored Research is significant for faculty, Judy has requested of the Provost’s office that the chair of the Research Committee be appointed to serve on the search committee for the position.

**Strategic Planning Committee - Larry Daniel for Steven Williamson**
Larry Daniel said the committee is developing a draft report to the university Board of Trustees. Steven Williamson will have a leading role in the BOT planning process.

**Support Services Committee - Robert Schupp**
No report

**Executive Committee - Steve Shapiro**
Steve Shapiro reported that the committee’s next meeting is scheduled for May 18, at 12:45 PM.

### V. SPECIAL REPORTS

**President - John Delaney**
John Delaney said the state legislature treated UNF very well this year. He welcomed the new provost who was visiting campus. Delaney said the Florida Times-Union will soon run a report on UNF’s NCAA status. If the university moves to Division 1, academic standards for athletes must be maintained, E&G money cannot be tapped to support Athletics, and the athletic programs would have to be competitive. Indicators appear positive, but more investigation is needed. Because athletics is now part of Student Affairs, Mauricio Gonzalez is checking the budget implications of the move. Remaining in Division 2 may be as expensive as moving to Division 1.

John Delaney addressed a question asked at the last meeting: Does he want to be the first president not to give a pay increase to faculty? In December, faculty got the state 2% increase, and another increase was proposed by
administration to the union, but the union has not agreed and negotiations continue. Negotiation meetings will happen twice each week through the summer. The union and administration need to reach agreement on the number of course releases to allocate to union officers and on salary. The 4.5% package proposed at UNF is the largest in the state. FAU and USF are nearing agreement on their contracts.

Legislative Liaison Report - Janet Owen
Janet Owen reported that UNF had a record PECO year in the whole history of the university. President Delaney is well respected statewide. UNF was budgeted to receive $2 million for infrastructure, the balance of funding needed for building 11, $2.3 million for the health professions facility that would complete the second floor of the soccer stadium, $4.2 million needed for the student union, and funds for technology park expansion. UNF got the enrollment growth funds that were requested. The state will provide $1000 bonuses for state employees, due December 1. While the universities are not state agencies any longer, university employees will receive the bonuses. Health insurance premiums will increase 10%, but funds have been added for the increases, so net pay should not decrease as a result. Universities can increase the athletic fee $2, and can exceed caps, which will help if the decision is made to change divisions. The bill requiring classroom flags takes effect in August, at local cost. The high school graduation acceleration rule was changed, making it much harder for students to qualify. Because the state has decided that nursing and teaching are critical need areas, Florida now has a new type of nurse and teaching institutes to lower standards. The excess hour policy did not pass, the punishment for non-degree seeking students did not pass, and the community college baccalaureate degree bill did not pass.

United Faculty of Florida - Vicki Stanton for Bruce Fortado
Vicki Stanton announced that the union has elected new officers.

Faculty Athletic Representative - Mary Borg
Mary was out of town, but will present a short report at the next meeting. Judy Solano introduced Chip Klostermeyer as the new chair of the intercollegiate athletic committee. Chip said his charge will be reporting to the Faculty Association, and the committee will be involved with Title 9 compliance. He asked faculty to share their athletic concerns with the committee.

VI. QUESTIONS AND RESPONSES
No questions.

VII. LEGISLATIVE ITEMS
Item # 1- FA 04-12 UNF Faculty Association Recommendation - Assisting Adjunct Faculty. Submitted by the Adjunct Affairs Committee.
Barbara Tuck moved the item for the Committee.
Pat Plumlee said he supports help for adjuncts. He is concerned about the statement regarding access to resources, because that is the responsibility of department chairs. He was unsure how a fellow would coordinate with chairs. Judy Solano said that the fellow would serve as an ombudsman on adjunct issues, and maybe “coordinating” needs to be changed in the item. Pat asked...
what the fellow would be expected to do, because working with large numbers of adjunct faculty could be a lot of work campus wide. Pat asked whether the work could be done by existing OFE staff. Jace Hargis said that increasing numbers of adjuncts visit OFE. There is one staff member serving more faculty. The fellow would connect adjuncts with ways to meet their needs. Judy Solano said OFE currently has five Faculty Fellows each year, plus an international fellow. One of them would be designated to work on adjunct needs. Pat Plumlee said the fellow would be a different person each year and the quality of the service would vary. Judy Solano said the fellows are quasi-volunteers who receive small stipends and they are not employees. Dale Clifford said the fellow would be an advocate, and the wording of part 3 of the item may need editing. She offered a friendly amendment changing “coordinating” to “advocating for” and said the fellow could “work with the Adjunct Affairs Committee to secure recognition for excellence in teaching . . .”

Barbara Tuck accepted the friendly amendment. The item passed.

**Item # 2- FA 04-13 2004-2005 Faculty Association Budget**
*Submitted by the Faculty Association President.*
Steve Shapiro moved the item. The item passed.

**Item # 3- FA 04-14 College of Education and Human Services APC 3 form (1 item)**
*Submitted by the Academic Programs Committee.*
Len Roberson moved the item for the Committee. The item passed.

**VIII. INFORMATION ITEMS**

**Item # 1**
Promotion and Tenure Report.
Submitted by the Provost David Kline.

**Item # 2**
Faculty Association and University Committees 2004-2006 Election Results.
Submitted by the Nominations and Elections Committee.

**Item # 3**
University Selection Committee Members

**Item # 4**
Purchasing Books from International Markets
Submitted by the Faculty Association President.

**Item # 5**
Faculty Association 2004-2005 Schedule

**Item # 6**
University Matriculation Calendar for Fall 2004 to Summer 2005

**IX. ADJOURNMENT**
The meeting adjourned at 1:25 PM.

Respectfully submitted,
FACULTY ASSOCIATION MEETING
Minutes of Meeting
December 4, 2003

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

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

III. ANNOUNCEMENTS
Tim Robinson of the International Center announced that the former president of Zambia will speak on campus December 11.
David Quilleon, sponsor of Best Buddies, said the chapter at the University of North Florida has an outstanding student leader and 15 college students who are very interested in establishing one-to-one friendships with the high school and transitional students at the North Florida School of Special Education. In order to proceed, Best Buddies needs to identify a professor or staff member at UNF that would be willing to serve as the Faculty Advisor on campus. More information is available from the organization website at www.bestbuddies.org or by calling (954) 609-9641.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
The committee has five items on the agenda. Each college has submitted APC 1, 2, and 3 forms for approval. Len Roberson said the committee meets January 8.

Academic Standards Committee - Chip Klostermeyer
Chip Klostermeyer said the committee will meet about statements on student privacy.

Adjunct Affairs Committee - Barbara Tuck
Barbara Tuck said the committee has placed the part-time faculty survey report online, and has sent paper copies to administrators. The committee meets the second Wednesday of each month.

Budget Advisory Committee - Joyce Jones
Joyce Jones said the committee met on November 25, and meets again January 15. The committee meets on the third Thursday of each month.
The committee is currently learning about the budget process and developing a three to five year report on status of university and academic affairs budgeting, and then the committee will answer faculty questions.

Campus Technology Committee - Katharine Brown
Kathy Brown said the committee met with Bill Wilson about the university educational technology plan. The committee will serve as the faculty committee specified in the plan. The committee's next meeting will be January 8.

Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer said the committee met November 13 and meets again December 11 to discuss the Technology Education and Copyright Harmonization Act (TEACH). The committee plans to address issues related to online courses, and qualifications for undergraduate teaching awards, including the type of faculty eligible.

Faculty Enhancement Committee - Reza Vaghefi
Faris Malhas reported that John Delaney will meet with the committee in January.

Nominations and Elections Committee - Yemisi Bolumole
No report.

Promotion and Tenure Committee - Elizabeth Furdell
Betty Furdell reported that the committee will meet to receive its charge on December 12. The dossiers will be released December 24.

Research Committee - David Lambert
Sara Phillips reported that the committee met in December and submitted a list of proposal applications for funding.

Strategic Planning Committee - Steven Williamson
Steven Williamson said the committee met in November to draft a mission statement, which appears in today's agenda as an information item. The committee meets next on the second Monday of January.

Support Services Committee-Robert Schupp
No report.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for December 9, at 12:15 PM. The committee has placed the revised Constitution on the agenda for a vote today.

V. SPECIAL REPORTS
President - John Delaney

John Delaney spoke about the university’s strategic plan and mission. He said the mission is typically generated from the faculty, with drafts circulated among the various groups. The Board of Trustees wants faculty to be in synch with the language they adopt. Dan Dundon chairs a branding and marketing committee to develop a concept of what people should think of when they think of UNF: their image of UNF. The process will take time, and then the marketing will begin. The process is needed to recruit more and better students, raise private funds, and have a stronger voice in state level decision-making.

On the topic of fund raising, President Delaney said the university will raise $7.2 million this year, a very good number. There will be a shift in where money is earmarked, enabling more to be moved to professorships. About the negotiations for a salary raise, Delaney said the Board of Trustees authorized a total 4.5% raise to USPS and A&P employees in December. University personnel are underpaid and need more in salaries and benefits. The current proposal before the faculty union is for a 4.5% increase for faculty, which could take effect as soon as this month.

An idea being considered is a vacancy pool for non-faculty positions. Using the pool, each position and its value to whole university would be evaluated before being automatically filled. Managers must justify positions. Some positions will be exempt from the pool.

Legislative Liaison Report - Janet Owen

Janet Owen said the Florida Board of Governors met. They discussed economic development in the universities, including an overview of research projects. Performance and accountability have also been discussed, especially how to measure student learning outcomes. An alternative to the CLAST may be put in place for all universities, and it would be similar to what UNF already does. Tests will be added to what we do.

The Board is also developing a framework for strategic planning. The university presidents are looking for tuition flexibility without replacement of general revenue increases. They do not want costs shifted to students. The proposed technology fee got a favorable reception.

United Faculty of Florida - Bruce Fortado

The UFF chief negotiator resigned, and there is another negotiation session Friday. In past negotiations, a ballot has been distributed to vote on the proposal. The union team will meet to discuss the options given the late timeframe.

UNF farther along in negotiations than most other state universities, even though it is later than usual.

President’s Report - Judy Solano

Judy forwarded the web link to the administrative and UFF contract proposals. Faculty should send input to Bruce Fortado.

The athletic decision has been delayed. The recent survey of faculty on the issue indicated that faculty did not have the information they needed to decide. Judy will ask athletic representatives to share information on the association website and in the agenda packets. Faculty at UNF have not played the role we could to ensure the academic experience for athletes is high quality—we need to be informed and active. Judy encouraged faculty to become involved.
VI. QUESTIONS AND RESPONSES

Steve Shapiro addressed the following question to John Delaney.

Will the pay raise be included in the next pay period?

John Delaney said the 2% allocated from the state will appear in the next check. The other 2.5% from the university will appear pending union approval.

Michelle DeDeo-Lefkowitz asked if we get a 4.5% raise, whether funds will remain to help those affected by compression/inversion.

John Delaney said such salary problems are a system-wide issue, across the country. He said a study will be done to see what it would take to remedy the problem. It is a major concern he wants to address.

Charles Winton asked whether promotional raises will be taken out of the funds providing the 4.5%.

Joann Campbell said A&P and USPS do not have rank promotion processes. In the past the promotion raises have not been taken out of the raise. John Delaney said he is sympathetic to the issue.

The following anonymous questions were submitted to Judy Solano:

Addressed to John Delaney or David Kline:

1. What is the cost of renting the new portables in the North Complex, and what were the set up costs for electricity, water, sewage, etc.?

   Shari Shuman said the new portable was for ERP staff and training, and it was paid out of the ERP project budget.

2. What is the status of the stadium?

   Shari Shuman said partial completion is expected mid-December, and it will be ready for January classes.

3. Are departments taxed for ERP costs, and are many in the ERP project going to New Orleans with new laptops?

   David Kline said everyone is being taxed. Joann Campbell said last year many in the project attended a conference in New Orleans, but not during Mardi Gras. There will be another ERP conference this year in Philadelphia, which will be needed for getting the system going.

Addressed to Bruce Fortado:

1. What will it take for the salary increase to take effect immediately?

   Bruce Fortado said the negotiations are in process and the negotiators will work as rapidly as possible.

Addressed to John Delaney:

1. Is it true that all administrators, Deans, and Vice Presidents will receive a 4.5% pay raise, and what is the cost compared with the 4.5% pay raise for staff? Will the administrators' raises be capped at some maximum amount as with faculty raises?

   John Delaney said the administrative raises are not capped. The administrative payroll is about $30 million, and the Vice Presidents and Deans account for a low amount of the overall university budget, and...
their salaries are important for recruiting quality administrators to UNF.

VII. LEGISLATIVE ITEMS
1. FA 03-39: Submitted by the Executive Committee
Revision of the UNF Constitution.
Steve Shapiro moved the item.
Shira Schwam-Baird asked what the purpose of the constitution is.
Judy Solano said it guides university processes, for example how the provost is selected. The document guides governance, and administrative evaluations. It has been referred to here.
David Kline said it's an agreement between the employee associations and the president on how to operate. Some of it is redundant with other documents, but not all.
Steve said the item is voted on using ballot. Ballots will be collected through noon December 5. Ballots will be available in the Computing Science office in Building 15.

2. FA 03-40: Submitted by the Academic Programs Committee
College of Arts and Sciences. 44 APC 1 forms, 10 APC 2 forms, and 9 APC 3 forms.
Len Roberson moved the item, the item passed.

3. FA 03-41: Submitted by the Academic Programs Committee
Coggin College of Business. 4 APC 3 forms.
Len Roberson moved the item, the item passed.

4. FA 03-42: Submitted by the Academic Programs Committee
College of Computing, Engineering and Construction. 11 APC 1 forms, 14 APC 2 forms, and 3 APC 3 forms.
Len Roberson moved the item, the item passed.

5. FA 03-43: Submitted by the Academic Programs Committee
College of Education and Human Services. 5 APC 1 forms, 2 APC 2 forms, and 5 APC 3 forms.
Len Roberson moved the item with typographical corrections as distributed by Len. The item passed.

6. FA 03-44: Submitted by the Academic Programs Committee
College of Health. 5 APC 1 forms, 10 APC 2 forms, and 6 APC 3 forms.
Len Roberson moved the item, the item passed.

VIII. INFORMATION ITEMS
1. Draft Version of a University Mission Statement - Submitted by the Strategic Planning Committee

2. Result of Election for the Nominations and Elections Committee - Submitted by the Nominations and Elections Committee

3. APC 2 Minor Approved by Academic Affairs - Submitted by the College of Arts and Sciences, and the College of Education and Human
IX. ADJOURNMENT

The meeting adjourned at 1:10 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
Faculty Association Committee Minutes

July 1, 2004

FACULTY ASSOCIATION MEETING
Minutes of Meeting
June 3, 2004

I. CALL TO ORDER
President Judy Solano called the meeting to order at 12:47 PM.

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

III. ANNOUNCEMENTS
Vicki Stanton announced that the library will be debuting a new card catalog system on June 7 for online public access. The system includes new features such as capability to save, merge and sort searches.

Judy Solano reminded faculty to read the information in today's packet regarding Wings (the implementation of Banner), NCAA Division 1 status, and legislative actions. Pay particular attention to changes in the University's computing systems brought about by the move to Banner. Everything from payroll to grade reporting will be affected.

IV. STANDING COMMITTEE REPORTS
Academic Programs Committee - Len Roberson
Len Roberson said the committee has one item on the agenda.

Academic Standards Committee - Chip Klostermeyer
No report.

Adjunct Affairs Committee - Barbara Tuck
No report.

Budget Advisory Committee - Joyce Jones
No report.

Campus Technology Committee - Katharine Brown
Kathy Brown said the committee meets on June 9.

Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer said the committee met on May 13 to discuss revising the
Faculty Handbook description of student evaluation policies and the outstanding teaching award criteria.

Faculty Enhancement Committee - Faris Malhas
No report.

Nominations and Elections Committee - Yemisi Bolumole
No report.

Promotion and Tenure Committee - Elizabeth Furdell
No report.

Research Committee - David Lambert
No report.

Strategic Planning Committee - Steven Williamson
No report.

Support Services Committee - Robert Schupp
No report.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for June 15, at 12:45 PM.

V. SPECIAL REPORTS

President - John Delaney
John Delaney said there are three conditions under which UNF should consider moving to NCAA Division 1:

1. We can afford it, meaning it will be self sufficient and self-sustaining,
2. We can be competitive,
3. We will not change academic standards.

There are many positive outcomes of the move, and it appears that the costs are the same to stay or to change. The facts will be reconfirmed, and a recommendation will be made to the campus and to the Board of Trustees in the Fall.

The PECO budget is strong, and the university is moving on replacing Building 11 and building the new student union. The request list for next year is being developed. In the operational budget, a raise has been recommended to the faculty negotiators. The bargaining teams are meeting twice weekly now. The administration will recommend to the Board to award the fiscal year 2004 raise retroactively. At that point, UNF salary increases will be the highest among the state universities.

Judy Solano said the state universities are raising faculty pay in Florida, and several have reached agreements while others remain in negotiation.
John Delaney said some universities have no raise this year and so their raises are for next year, and some are taking percents out of summer pay.

**Legislative Liaison Report - Janet Owen**

Janet Owen suggested that faculty write thank you notes to legislators for funding enrollment growth and letting universities keep tuition raises. The Governor signed a budget larger than last year. The state universities got a 15% increase in funding over last year, and education gets 31% of the entire budget. Bills are still waiting on two decisions: one regarding a specialty license plate, and the other related to the three universities that have requested to increase athletic fees for moving to Division 1. The Governor vetoed some special projects, including the technology park purchase at UNF. Some universities lost funds in the new budget, but UNF is fifth in the state in funding.

George Perkins represented UNF at a recent Board of Governors meeting. He said the facilities committee is concerned with filling classrooms every hour on Fridays and on weekends, so building requests will require certifying that we fill rooms. The planning committee asked the university presidents association to look at programs that do not meet needs in professions, and the committee asked for suggestions for fixing the needs, such as incentives to draw students to high need programs. The FSU chiropractic school hasn't been approved by the Board of Governors, some of whom felt that the legislative appropriation should not be spent until FSU faculty and Board of Trustees approve. The Board said each Board of Trustees should make a proposal if they are interested in instituting block tuition, including specifics on management, hours, programs, and the expected effect. Technology fees were not approved, and no university has authority to use the fees without approval of the Board of Governors.

**United Faculty of Florida - Vicki Stanton for Cheryl Frohlich**

Vicki Stanton said the bargaining team meets today, and she appreciates the efforts of the administration and faculty teams. Tentative agreements on several articles are posted online. UFF has made an offer to negotiate and settle on the '03-'04 salaries. A cost of living increase and a statement on compression and inversion was requested.

**Faculty Athletic Representative - Mary Borg**

No report.

**VI. QUESTIONS AND RESPONSES**

Hank Camp said data is being collected to track Friday space use. We have underused early morning times and overused midday times, so more classes will be scheduled early in the day.

Dale Clifford said she was speaking for the part time faculty in history when asking whether anyone is purchasing new screens and overheads for general classrooms. Shari Shuman said the university is looking at the technology in all classrooms, and has allocated $60,000 to equip 4 rooms each year. The university is also seeking budget to fully fund currency for office and classroom technology. Dale Clifford said at that rate, we will not have adequate technology for a long time, and older technology needs to be maintained. Shari Shuman said some items need to be added to currency.
Faculty should email their concerns to her. John Delaney said projectors can be taken care of. Ellie Scheirer asked if someone can take care of inferior chalk boards. Shari Shuman said yes. John Delaney said the cost of mandated classroom flags should not come from the E&G budget.

Ellie Scheirer addressed a concern about parking to Steve Shapiro: users of day parking passes are often not aware that they are not allowed to park on the first floors of the garages. Judy Solano said they should be told not to park in reserve spaces. Shari Shuman said they cannot use designated spaces, but they can use garages above the first floors. She will look into adding a notice to the day passes.

VII. LEGISLATIVE ITEMS

Item # 1- FA 04-15 HONORS PROGRAM - new courses (4 items). Submitted by the Academic Programs Committee.
Len Roberson moved the item for the Committee.
The item passed.

VIII. INFORMATION ITEMS

Item # 1 APC 2 (Minor) Approved By Academic Affairs.

Item # 2 NCAA Division I Brief.

Item # 3 UNF Wings: Reaching New Horizons.

Item # 4 2004 Legislative Session: Key BOG and SUS Substantive Legislation.

IX. ADJOURNMENT
The meeting adjourned at 1:17 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary
FACULTY ASSOCIATION MEETING  
Minutes of Meeting  
January 8, 2004

I. CALL TO ORDER  
President Judy Solano called the meeting to order at 12:18 PM.

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

III. ANNOUNCEMENTS  
Judy Solano discussed the information items in the packet: university foundation functioning, information from athletics about funding, reminder about president inauguration, nominations for awards.

IV. STANDING COMMITTEE REPORTS  
Academic Programs Committee - Len Roberson  
No report.

Academic Standards Committee - Chip Klostermeyer  
Jack Cummings said the committee met about student privacy and academic misconduct.  
The committee has two items on the agenda.

Adjunct Affairs Committee - Barbara Tuck  
Barbara Tuck said the committee meets next on January 14 to discuss recommendations based on the results of the part time faculty survey, which is now on the web.

Budget Advisory Committee - Joyce Jones  
Joyce Jones said the committee is gathering information, and meets on January 15.

Campus Technology Committee - Katharine Brown  
Kathy Brown said the committee did not meet in December, and meets next on January 8.

Faculty Affairs Committee - Elinor Scheirer
Ellie Scheirer said the committee met on December 11 and next meets on January 15. The committee's two current issues are examination of the TEACH act guidelines and the undergraduate teaching award guidelines. The committee is also working on the pilot of the ISQ online results from fall. It will be piloted again in spring.

Faculty Enhancement Committee - Reza Vaghefi
Reza Vaghefi said the committee has invited President Delaney to its meeting on February 6.

Nominations and Elections Committee - Yemisi Bolumole
Barbara Olensock said the committee meets January 8.

Promotion and Tenure Committee - Elizabeth Furdell
Betty Furdell reported the committee has 26 cases it is considering. The meetings begin January 9, and continue each Friday in January. The committee's recommendations are delivered February 2.

Research Committee - David Lambert
David Lambert said the committee meets January 14 to review summer teaching grant applications.

Strategic Planning Committee - Steven Williamson
No report.

Support Services Committee-Robert Schupp
No report.

Executive Committee - Steve Shapiro
Steve Shapiro reported that the committee's next meeting is scheduled for January 20, at 12:15 PM. The committee has two items on the agenda.

V. SPECIAL REPORTS
President - John Delaney
No report.

Legislative Liaison Report - Janet Owen
Janet Owen said March 2 starts the new legislative session, continuing until April 30. Senate committees meet this week. All universities may be examined to check PECO spending. Next week will be house budget workshops. The university presidents are presenting their university priorities-tuition increases not used for lowering general revenue, new funding formula to keep tuition and fees, tuition management, incentives for night and weekend courses, differentiation of fees by program, no 40% cap on the activity/health/service fees, exploring less expensive communication services. The Board of Governors' budget includes funds for building, etc. The Governor's budget is released in January. The Board
of Governors meets in February to consider proposals for new medical schools. Bills have been filed to revamp nursing education with a new level of caregiver in nursing homes, to prevent Social Security Numbers from being used as student numbers, to allow building designations without legislative approval to name buildings, to revamp the 18 credit high school graduation law, to require domestic security plans for every building, and to allow unclaimed lottery funds to be distributed to education institutions based on enrollment.

United Faculty of Florida - Bruce Fortado
Bruce Fortado said the union is searching for an executive director to serve in Tallahassee. Cheryl Frohlich has left the negotiation team due to injury. The union has held discussions with administrators about not propagandizing. The President said there should have been a joint statement about the status of negotiations. At the next meeting, the union will present more of its proposals.

President's Report - Judy Solano
No report.

VI. QUESTIONS AND RESPONSES
Steve Shapiro asked about the use of the new stadium. It has three floors, and it might be able to be used as a student center. Could the stadium be finished with funds for the student union? Shari Shuman said the 1st floor of the stadium opened for education and health classes. The parking lot is ready. The 2nd and 3rd floors are not complete and there is not money to complete them yet. The PECO list includes about $7-8 million to create academic space there. Other funds are needed for recreational expenses. A new student union is part of the master plan process, and a greater proportion of student fees is proposed to go to the union. Tom Serwatka said Building 14 has not succeeded as a student center because it was not designed for that purpose. He cautioned against making the same mistake with the stadium.

VII. LEGISLATIVE ITEMS
1. **FA 04-01: Submitted by the Executive Committee**
   Reorganization of the Department of Communication and Visual Arts.
   Steve Shapiro moved the item, the item passed.

2. **FA 04-02: Submitted by the Executive Committee**
   Name Change for the Department of Foreign Languages.
   Steve Shapiro moved the item, the item passed.

3. **FA 04-03: Submitted by the Academic Standards Committee**
   Recommended Change to the Faculty handbook, Chapter 11, Page 1, regarding student related academic policies and procedures.
   Jack Cummings moved the item.
   Bruce Fortado said the addition conflicts with the need to create records. Bruce urged faculty to fully document situations.
   The item passed.
4. **FA 04-04: Submitted by the Academic Standards Committee**

Recommended Change to the Faculty Handbook, Chapter 11, Page 2, regarding the academic integrity code.

Jack Cummings moved the item.

David Schwam-Baird questioned the scope of the item, and asked whether this clause applies to all sorts of infractions. Jack Cummings said the committee does not have clarification. David Kline said the clause applies to all academic misconduct.

The item passed.

VIII. INFORMATION ITEMS

1. University of North Florida Cost to Raise a Dollar

IX. ADJOURNMENT

The meeting adjourned at 12:45 PM.

Respectfully submitted,

Catherine Cavanaugh, Secretary