<table>
<thead>
<tr>
<th>Date</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 7, 2006</td>
<td>March 1, 2007</td>
</tr>
<tr>
<td>October 5, 2006</td>
<td>April 5, 2007</td>
</tr>
<tr>
<td>November 2, 2006</td>
<td>May 10, 2007</td>
</tr>
<tr>
<td>December 7, 2006</td>
<td>June 7, 2007</td>
</tr>
<tr>
<td>January 11, 2007</td>
<td>July 5, 2007</td>
</tr>
<tr>
<td>February 1, 2007</td>
<td></td>
</tr>
</tbody>
</table>
I. CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:15pm

II. APPROVAL OF THE MINUTES

The minutes of the May and June were approved as published on the Faculty Association Web.

III. ANNOUNCEMENTS

Judy Solano opened the meeting to honor the outgoing officers and to pass the gavel to the new officers. She expressed her gratitude to Kathy Robinson for serving as Secretary for the past two years and presented her with a plaque. However, Kathy Robinson from the College of Health in the Department of Nursing will serve as the in-coming Vice-President. She also thanked Steve Shapiro, Vice-President from the Economics Department in the Coggin College of Business. Steve was the second president of the association, starting in 1976. He served the association three times. He also volunteered to return to the Association after the untimely death of Dr. Terry Bowen. Judy said that Steve did a wonderful job and presented him with a gift. Steve accepted the gift and thanked everyone and said that it has been a pleasure to serve. Then Judy Solano passed the gavel to Chip and also presented him with a gift.

Chip said that his first order of business was to give a plaque to Judy Solano for her dedicated service to the Association. He then introduced Kathy Robinson as the Vice-President and Edwidge C. Bryant as the Secretary from the Department of Childhood Education.

Chip said that the Fall Convocation is scheduled for Friday, September 29 the at 10:00am where faculty awards will be presented, and the President will give his State of the University Address. This will be followed by the faculty picnic. He reminded the faculty to be sure to get tickets from their department staff. The new faculty luncheon will be held on Oct. 19, 2006, at 11:30am for faculty who have been hired within the last two years. The
faculty luncheon is being held to meet and mingle with new faculty during mid semester to see how everyone is doing. Chip reminded everyone to RSVP Cindy Chin. He will send out emails as a reminder.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

Janet Bosnick expressed sincere thanks to everyone who has agreed to serve on this very important committee this year and in the past and to those who have been very patient with the committee. They met on the morning of September 7, 2006. She said that the good news is that ITS has agreed to manage the workload system to where they will be able to place APC processes on line. The good news about ITS doing this is that they will be able to integrate other processes of the university. In addition to that, they have promised to work closely with the APC committee and Chairs to make sure that faculty gets the input they need. This year the committee will work to make instructions more clear to develop a new minor. We are getting a number of them especially the inter-disciplinary ones, and the instruction need to be made better as do the procedures for developing new programs. The current procedure is that you put a proposal for a new program, then it gets approved, then you do the APCs. They will either validate that process for discussion or look at situations where they may want to look at the APCs at the same time then have them approve at the same time. Please in the back of packet, there are meetings and deadlines. Note the deadline of Oct. 18 those of you who want to get into the catalog for November meetings for approvals.

Academic Standards Committee - Diane Tanner

Old business- They continue to review draft of the academic misconduct and policy and procedures, a draft of academic appeals committee's By-laws, and draft of the academic misconduct before making a few revisions to that to agree with the policies. They will be making revision to that also with new policies. Under New Business- the committee will look at all petitional policies such as extended deadlines or withdrawal after the withdrawal period write and will write procedures for each of those policies. The last item is that they are proposing that the Wednesday before Thanksgiving should be a holiday. The committee will be meeting every two weeks. They probably will meet the end of next week once they agree on a time.

Adjunct Affairs Committee - Judy Perkin

Dr. Perkin said that she is the new Chair of the Adjunct Affairs Committee, and she looks forward to meeting all the committee members. The first meeting is scheduled for Wednesday, Sept. 27th, from 2-3, on either the third or fourth floor conference room of the Brooks College of Health. This meeting location has not yet been determined.

Budget Advisory Committee - Jeffrey Harrison
The committee last met on Aug. 30 in the College of Health. He said that this was their kick off meeting. He thanked everyone because 172 faculty participated in the budget surveys last year. The budget surveys were used to identify what their priorities are and will serve as a working document for the coming year. The next meeting will be held on Wed. Sept. 20, 2006, in the College of Health. The guest speaker will be Shari Shuman, Vice-President of Administration and Finance. She will speak on university budget process and give the committee ideas and changes from the prior year. The committee will provide feedback to the faculty.

Campus Technology Committee - Dale Clifford

The committee will meet on Sept. 21, when they will talk about a co-chairing system. In addition, they will discuss the changes that took place in the campus email, including the fact that the Faculty Association President lost a great deal of correspondence. They will try to get up to date on that. Dale also said that if faculty has any issues having to do with campus technology, they can be sent to Dale, any other committee member, or Barbara Tucker who has agreed to be the Co-Chair.

Faculty Affairs Committee - Patrick Plumlee

The committee will be meeting next Thursday in the portable. Chip said that the portable is set up to hold 12-15 people. Since the online election did not work very well, the first order of business will be to elect a new chairperson. He, therefore, recommended that members of the committee come prepared to vote.

Faculty Enhancement Committee - Richard Chant

The committee had their first meeting scheduled on Monday, 9/11, at 2:00 in the OFE Conference Room. They have a number of items to discuss and among them will be discussion on an online scoring format of the teaching awards. Streamlining that process will be the goal for the first meeting.

Nominations and Elections Committee - Robert Frankel

The committee is taking nominations for openings in the Nominations and Elections Committee. There are openings in the College of Arts and Sciences, Coggin College of Business, College of Computing, Engineering, and Construction, and Brooks College of Health and one At-Large. This information can be viewed on the Faculty Association web page. Names can be submitted to anyone on the committee. They will also be taking nominations from the floor during the October meeting and elections will be held in November. The next meeting is scheduled for Thursday, Sept. 14, 2006, at 2 pm in the Library Conference room.

Research Committee - Kathaleen Bloom
Layne Wallace reported that the committee had a successful cyber meeting during which Kathy Bloom was elected Chair of the Research Committee. The committee has setup the primary issues which they will examine over the year. First and foremost is self-evaluation. Also, to be looked at is the modification of FA contracts for research and how that should be determined. The committee is in the process of negotiating meeting times. Chip said that the committee would have a more visible role serving on an advisory capacity to the Vice-President for Research. That will give faculty a real voice in the research policies in the university.

**Strategic Planning Committee - Yemisi Bolumole**

She said that she is the out-going Chair. She has sent out request for a new chair, but no one has responded. Therefore, the committee is late in determining meeting dates, but this will be setup soon.

**Support Services Committee - Rama Rao**

The committee did not meet in August. They will meet on Sept. 28 @12:15 pm in Portable # 849. They will need input from faculty.

**Executive Committee - Kathy Robinson**

Kathy said that the Executive Committee met on August 22 to establish the agenda for this meeting. The next meeting will be held on Sept. 19, at 12:15 in the Faculty Commons Area.

**V. SPECIAL REPORTS**

**President - John Delaney (out-of-town) - Read by Chip Klostermeyer**

I wanted to share some information on where we are in negotiations on the faculty contract.

I am advised that the administration’s team and UFF negotiators are making good progress toward completion of the contract reopener.

As you know, the legislature appropriated a 3% across-the-board pay increase for those faculty members who are "meeting performance standards". That means only those faculty members who have been evaluated as Satisfactory or above will be eligible for the increase.

The Board of Trustees has authorized an additional 2% from University funds to be directed toward merit and market equity increases. The Board has stressed its desire for a balanced approach to rewarding merit and relieving compression/inversion. The negotiators have been working hard to achieve the proper balance, and I understand that they believe that they are close to
achieving that difficult task. I am told that they are hopeful that they will achieve successful resolution within the next few weeks.

I, of course, look forward to successfully completing these negotiations and to being with everyone at the next Faculty Association meeting.

**Legislative Liaison Report - Janet Owen**

Janet Owen reported on Tuesday's primary election results and the recent projects and activities of the Board of Governors. At their August meeting, the Board passed a 2007-08 legislative budget request for the State University System that includes a $148 million request to fund enrollment growth at the 11 universities. The requested budget also includes $5 million in new funding for the Florida Center for Library Automation, and a $24 million request for faculty and staff salary increases above any state-funded increase for state employees. The budget also seeks funding for individual university initiatives that are tied to the strategic initiatives of the system.

**Other Relevant BOG Projects:**

**Governance**

Charge: To develop legislation regarding the responsibility of operation, management, and oversight of public higher education in Florida that is agreeable to the Legislature, Board of Governors and the State Board of Education.

**Subcommittee on System Coordination**

Charge: To develop recommendations for the Board of Governors regarding improving communication and coordination of system wide efforts as it relates to Legislative matters.

**Facilities Task Force**

Charge: To review and make recommendations to the Board of Governors regarding facilities issues as it relates to revenue, processes and procedures, and best practices.

**Structure of State University System**

Charge: Board of Governors is hiring a consultant to provide recommendations for identifying (a) the appropriate future structure of the State University System and (b) the policies and investments necessary to create that structure.

**Emergency Management Task Force**
Charge: To develop recommendations to the Florida Board of Governors (BOG) for a more comprehensive system approach to meeting the emergency management challenges of our public universities.

**Follow-up to HB 1237**

Charge: To develop recommendations for the “continuation” or “next phase” of initiatives established and funded by House Bill 1237 (2006): Centers of Excellence, World Class Scholars, and the SUS Research and Economic Development Investment Program.

At the September meeting, the Board of Governors will vote on their first version of a recommended PECO list for the 2007 legislative session.

UNF will seek funding for the purchase of the AOL building.

Here is a link to the new report released on Thursday, September 7th from the National Center for Public Policy and Higher Education concerning Florida’s declining high school graduation rates.

http://measuringup.highereducation.org/_docs/2006/statereports/FL06.pdf

**United Faculty of Florida - Cheryl Frohlich**

Cheryl said that they are back into the bargaining issue and the President’s letter was fairly accurate because they are working on things. The administration is reviewing and saying what they think of it and hopefully will be done with the contract issues within the next few weeks. There are other issues on contracts. One has to do with new people under the three-year review. If a new person has two years credit, then the three-year review would be the first year they are here. They will be reviewing this matter because when this was written they were thinking of someone coming in fresh and not transferring any experience. However, that is no longer the case, since some people are transferring in years of experience. Writing the by-laws. Send them to her so that other departments can see what others have written. Writing by-laws- writing evaluation- can be very difficult. Promotion articles have to be looked at as well; summer release time has to also be looked at. They will be reviewing these issues over time and possibly go back to the contract to make any corrections.

Nominations Committee for the Promotion and Tenure Committee and the Sabbatical committee have been formed to handle nominations. The members are:

- **Vicki Stanton, Chair**
- **Karen Carter**
- **Cathy Cavanaugh**
- **Pat Geesey**
- **Cynthia Nyquist-Battie**
- **Shira Schwam-Baird**

Names can be sent via email to any of the members above. Nominations open
on September 8, 2006 and close at 4:00 p.m. on Thursday, Sept. 21, 2006. Friday, Sept. 22, they will announce the candidates and voting will take place on Wed. Sept. 27th and Sept. 28th in the Faculty Commons Area.

On Promotion and Tenure, there is a time span but this year they have decided to allow those who are elected to self-select for one or two years span that they will serve. However, if that does not work, then they will return to voting.

VI. QUESTIONS AND RESPONSES

Chip Klostermeyer read the following questions.

To Shari Shuman:
A faculty member wanted to know whether or not we can install Yield to pedestrian signs at the entrances of the garages because she almost got hit?
They will look into it.

To Shawn Brayton:
From the College of Health - When will Banner allow faculty to change students' grades on line?
They are working on that right now. Self service application available this fall.

a) Why is the online list of technology in classroom not accurate?
b) Why does the ITS reservation system in technology classrooms not work very well?
They will look into it.

Chip Klostermeyer for Dr. Workman:

Why was a new position created in Academic affairs? Why was this position created without a search?
Dr. Workman spoke about the position of Assistant Vice-President of Academic affairs. He said that last year when he was the interim-Provost, the President said that he could bring anyone from Academic Affairs to assist him, however, he chose not to. But as the Provost he thought that UNF would benefit from someone who would dedicate time to oversight of undergraduate programs. He said that we need to make sure that what we did by design what we have been able to achieve by coincidence. He further stated that we have gotten a lot of mileage out of UNF as a small university, but as we grow we must be vigilant of maintaining our unique qualities of undergraduate educational experiences. There has been precedent in Academic Affairs where administrators have been appointed without searches. In this case this is a person (David Jaffee) uniquely qualified for the position by virtue of demonstrated commitment to quality undergraduate education as evidenced by oversight of General Education and FIGS and common boundary programs, therefore, a search would be inappropriate. This was approved by Equal Opportunity Office and the President.
Board of Governors has approved yet another university for the state of Florida? No, what they have done is to hire an outside consultant to look at the structure of the Board of Governors not only from the standpoint of doing another one, but also what would be the most appropriate relationship between the Board of Examiners and the Board of Trustees. This is a holistic approach to the structure of the state university system. And so a report is expected in November from.

Yes, they are exploring the need for another university because they have to recommend as to what they think Florida needs.

Judy Solano to Dr. Workman or the Dean of the College of Education:
In May the executive committee of the Faculty Association received a proposal from the College of Education for re-organization. And the two things looked at when proposals are received and before forwarding them to the full association is (1) have faculty been involved? Have they voted to approve it? (2) What is it going to cost and where is the money coming from? Materials received in support of the proposal assured us that yes faculty has been engaged in conversation and have voted to approve it (2) and no new resources would be involved and that the re-organization would not increase the number of 12 month administrators. So, the proposal was forwarded it, in good faith, in June the association approved it. Since then we have come to find out that a new administrator in the College. This seemed to have violated the spirit of what we were operating on. Dr. Workman was asked to clarify this matter.
Answer: From the position of Academic affairs, the re-organization did not require new resources- because the rate pool of the College covered the new Chair of the new Department’s salary. There was no request from Academic Affairs to support the position. The other line in question is the net gain was a result of re-assignment in the person had been functioning in an administrative capacity to a different administrative capacity for one year. This had been confirmed internally within the college. I acknowledge, on the one hand, that the result is that there is indeed net gain for one administrator for one year, and on the other hand no additional resources have been required to support the administrative position at the College.

Question: (Judy Solano) But resources have been reverted from instruction to administration?
Yes, for a year.

Is there an ongoing search for the Institutional effectiveness position? Didn’t your predecessor hire somebody in this area?
My predecessor hired someone whose duties have been focused on assessment that a huge undertaking as is oversight of Institutional Effectiveness. So we are conducting a search for a new position.

Is there a difference between assessment and effectiveness?
Institutional effectiveness involves the operation of the university. Therefore,
it is more encompassing then assessment. Assessment focuses on the extent to which our curriculum is achieving its stated purpose.

VII. LEGISLATIVE ITEMS

Agenda Item# 1 - FA 06-25: Submitted by the Executive Committee

Request to Rename UNF’s Department of Computer and Information Sciences to School of Computing.
Steve Shapiro moved the item. The item passed.

Agenda Item# 2 - FA 06-26: Submitted by the Academic Programs Committee

College of Arts and Sciences
Undergraduate - Biology - APC 3 (1)
Undergraduate - Chemistry & Physics - APC 3 (1)
Graduate - Philosophy - APC 1 (9) & APC 3 (9)
Undergraduate - Sociology & Anthropology - APC 1 (4) & APC 3 (1)
Janet Bosnick moved the item with the exception of the first proposal of environmental studies. It is being withdrawn by the APC committee for further review.
The item passed.

Agenda Item# 3 - FA 06-27: Submitted by the Academic Programs Committee

Coggin College of Business
Undergraduate - Economics & Geography - APC 3 (1)
Janet Bosnick moved the item. The item passed.

Agenda Item# 4 - FA 06-28: Submitted by the Academic Programs Committee

College of Computing, Engineering, & Construction
Undergraduate - Computer & Information Sciences - APC 3 (1)
Janet Bosnick moved the item. The item passed.

Agenda Item# 5 - FA 06-29: Submitted by the Academic Programs Committee

College of Education and Human Services
Undergraduate - Curriculum & Instruction - APC 3 (3)
Graduate - Counseling & Educational Leadership - APC 1 (1) & APC 3 (7)
Janet Bosnick moved the item. The item passed.

Agenda Item# 6 - FA 06-30: Submitted by the Academic Programs Committee

Brooks College of Health
Undergraduate - Public Health - APC 1 (1) & APC 3 (1)
Janet Bosnick moved the item. The item passed.
Agenda Item# 7 - FA 06-31: Submitted by the Academic Programs Committee

Brooks College of Health
New Degree Request - Convert existing track in Health Administration to a Bachelor of Health Administration (BHA) degree.

Janet Bosnick moved the item.

Judy Solano said she wanted an explanation as to why the request for a new degree.

Answer:
The Health Administration track is one of four tracks and over the course of 10 years. Students now have different prerequisites, core requirements, courses and graduate with different knowledge base and skills. With a BSH degree employers can't tell the difference between a Nutrition student, Community Health or a Health Administration student. Therefore, the new degree is being requested for clarification of programs.

VIII. INFORMATION ITEMS

1. Summer Term Association Meeting Provision: Actions Taken
2. Faculty Association 2006-07 Schedule
3. Academic Programs Committee 2006-07 Schedule
4. Revised University Matriculation Calendar for Fall 2006 to Summer 2007

IX. ADJOURNMENT

The meeting adjourned at 1:05

Respectfully submitted,

Edwidge Bryant, Secretary
I. CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:15.

II. APPROVAL OF THE MINUTES

The minutes of the February 1, 2007 were approved as amended and distributed on the web.

III. ANNOUNCEMENTS

1. Chip Klostermeyer began the meeting by thanking Joann Campbell and Rachelle Gottlieb who helped to prepare a salary study. He shared a couple of data points. UNF salaries are at 83.6% of the SUS average salaries. When UF, FSU and New College were reviewed, UNF is at 86.8% of the average of the State University System. This was found to be fairly consistent across ranks and a slight variation across disciplines. UNF is trailing the other universities in the state including West Florida and Florida Gulf. Unfortunately, a bad budget year from the state looms and the governor has decided that there will be no tuition increase. So, even if the president may sympathize with the plight of the faculty, he may not be able to do very much.

2. Steve Paulson. Quality Enhancement Plan. They have a committee of 30 people and have been meeting twice a week. They have looked at plans of the university. They also have launched a one question survey. They have collected a lot of information. The culmination of the review of the information is coming up shortly. The committee will finalize a theme and will invite the university to submit pre-proposals within one or more of those theme areas. The details of the proposal will be available a week from tomorrow. The committee will review those pre-proposals and select 5-7 of which the authors must then submit a full proposal. A $1,000 stipend will go to the authors of the proposals to compensate the authors for the additional time and effort put in the proposals. The committee will review the 5-7 proposals and forward them to the UNF leadership team for selection. He encouraged members to submit pre-proposals. He invited members of the committee to share their views on
the committee theme project and their involvement in it.

3. Carl Hernandez stated the committee is very important to him. As current students what happens at UNF is very important to him and his wife who is also a student. He also stated that his son, a junior in high school will also attend UNF. He is honored to be on the QEP team.

4. Lynn Brown, Associate Director of Alumnae Services and a member of class of 2003 from the College of Business. She is also a mother of a graduate. She stated being pleased to be a member of the committee because it provides them an opportunity to communicate across the boundaries. It gives them an opportunity to examine what they are doing and ways to improve their directive. What goes on at UNF trickles beyond the fence and affects the larger community and each and every person at UNF. She encouraged each person to get involved and stay informed.

5. Sharon Cobb- Associate Professor of Economics and Geography and one of the Directors of the new International Business Lecture Program. She is representing faculty on the committee. She has found the committee to be very important and interesting. She encouraged faculty to get informed, involved, and share their ideas with them.

6. In conclusion, Bob Smallwood stated that the QEP is an initiative to enhance student learning on campus and the student learning process. He encouraged faculty to think about what they can do as a university to facilitate learning in the program. He also encouraged faculty to take these last few days to share their thoughts with them.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

The committee met on March 1 and did APC work. The workflow project is coming along. It will be field tested in the summer.

Academic Standards Committee - Diane Tanner

The committee will meet on March 2 at noon, in room 42/2004 and March 16th at 8:30 in the same room. They are currently waiting for Marc Snow to review the policy and revisions they submitted along with the by-laws and the academic misconduct policy. There is one item on the agenda.

Adjunct Affairs Committee - Judy Perkin

The committee met on Feb. 28. They discussed a memo from Chip to get input from adjuncts about parking regulations. They also discussed information that has been collected for SACS about their usage of adjuncts. They will be inviting Dr. Mark Workman to discuss some issues concerning adjuncts. The next meeting will be held on March 28, from 3-4.
Budget Advisory Committee - Jeffrey Harrison

The committee met on Feb. 14, in the Brooks College of Health. They reviewed the draft of the research proposals having to do with indirect cost. They have some feedback that they will pass on. The next meeting is scheduled for Wed. March 14, at 12:30, in Brooks College of Health.

Campus Technology Committee - Dale Clifford (Chip Klostermeyer)

The committee met on Feb. 26. They had discussions with Dr. Gonzales about AV compliance in the classroom. They will recommend to ITS that there be a statement about help for instructors for AV accommodations such as a wireless keyboard to be added to the classroom equipment pages. The next meeting is scheduled for March 26.

Faculty Affairs Committee - Chris Rasche

The committee met on Feb. 8. There is a recommendation that they put forward on page 12. Several comments were received concerning the contract language regarding evaluation which differs in different sections. A number of faculty had problems with the language describing faculty effort. The proposed resolution is that the next time that bargaining talks are open, that the language be more uniform and standard.

The committee also discussed two other things: (1) that they move from the current form of governance to a faculty senate or representative model. The results of the survey which was sent out revealed that there should be no change. Faculty stated that they like what we currently have. On the basis of the results of the survey, the committee decided that they will not proceed any further with this issue. (2) They also talked about the most recent faculty misconduct case. They hope to put that to rest shortly. The next meeting is scheduled for March 8.

Faculty Enhancement Committee - Richard Chant

The committee met on Feb. 12. They discussed campus Ipod usage proposals and the separation of CIRT from OFE. At that time, the committee did not know that the split was official. The committee members decided to table that discussion until roles of the OFE and CIRT are better determined. The next meeting is scheduled for March 12 in the library.

Nominations and Elections Committee - Robert Frankel

The committee met on Feb. 8. to discuss the basic set up for the elections in April. They will meet again on March 13 in the library conference room and then on March 27th prior to the elections. On pages 19-22 there are listing
of committee vacancies. Nominations from the floor are open until March 9. He encouraged nominations be sent by email Robert Frankel, Cindy Chin, or Chip Klostermeyer.

**Research Committee - Kathaleen Bloom**

No report

**Strategic Planning Committee - Yemisi Bolumole**

The committee met twice on Feb. 8th and 22. They are continuing to review and revise the university's strategic plans. As a result they have proposed eight hearing sessions. The first session is on Thursday March 8. Faculty participation was greatly encouraged. All sessions will run from 10:30-12:00. The next meeting will be held on March 8 and 22 in building 42.

**Support Services Committee - Rama Rao**

The committee met on the Feb. 22. They reviewed their past minutes to update the units on certain issues. The next meeting will be on March 19.

**Executive Committee - Kathy Robinson**

The Executive Committee met on Feb. 13 to plan the agenda for this meeting. The next meeting will be held on March 13, in the Criminal Justice Conference room, in building 51.

V. SPECIAL REPORTS

**UNF President - John Delaney**

President Delaney reported that the higher education budget is not as friendly as he would have hoped. This was largely due to the fact that state revenues are significantly below what was anticipated. They did well with PECO funding. However, the Governor requested that some of those dollars be used to deal with the Class Size Amendment k-12. It would cost $3 or $4 million but it was still a very good PECO year. Next month Janet Owen will report on how the session is looking.

In regards to The PAPPAS Commission Report, there was some angst over it in regards to the recommendation of the creation of a sub-system. That is dead. The rest of the report captures what is wrong with the university system and that oversized ambition of the mid-tier universities in term of the graduate programs. The Board of Governors is starting to show a desire to clamp down on that.

The AOL building looks very good. The agreement has been worked out with
a few details to deal with such as the lease with an option to buy. They should be able to close in about a month and should be able to begin to move some functions later in the spring. He met with the chairs and the concern was what is moving to AOL. They have some volunteers, tentative and some thoughts about which programs to move. If moving seems to fit with a particular department, let them know because it is still flexible.

UNF should receive approval from the Board of Governors at the end of this month for their second and third doctoral program in Physical Therapy and Nursing Practice. He thinks that it will be a great step for UNF.

Chip Klostermeyer added that the Governor’s proposed budget has a 2.44% increase in salary.

**Legislative Liaison Report - Janet Owen**

No report.

**United Faculty of Florida - Cheryl Frohlich**

They met on Tuesday to set the dates they will be bargaining this year. They also discussed some language changes. They will be clarifying the language so that everyone is on the same page. They also discussed some issues that seem to be developing from faculty developing by-laws.

Elections-Promotion and Tenure Committee was elected in the fall of 2006 and will continue through 2008. Therefore there will be no elections. The Sabbatical Committee-is up for election. March 31 will the closing date for gathering nominations. April 11 and 12 are the actual voting dates. UFF election is also coming up.

UFF Luncheon is scheduled for next Tuesday, March 6, at noon, in Building 14.room 1601, for all due paying members and faculty who wish to join. Just send an email to her to let her know you are coming.

**Question (Chris Rasche): Isn’t P & T a two year staggered term? Therefore shouldn’t elections be held every year?**

**Answer:** She will be talking to the committee and getting some members to run for one year. The contract was written for two years therefore they have to go back and fix it.

VI. **QUESTIONS AND RESPONSES**

Questions to Mark Workman:

I. Why is Academic Affairs hiring several new administrators for tasks such as TLOs that are redundant with those of existing staff? Why are faculty not participating in the search process for these positions? Where is the funding coming from for these new positions?

**Answer:** Provost Workman stated that he will respond in writing.

II. From where is the funding for the new position for the Director of CERT be drawn? How does Academic Affairs justify the added expense? Will there be an open search for the Director of CERT position? If not, then why not?

**Answer:** Provost Workman stated that he will respond in writing.
Steve Shapiro:
**Has there been any thought to allowing our athletes to be admitted to the university at the same standing as Duke, Florida or North Carolina?**

*Answer: President Delaney stated that he will respond in writing.*

Rama Rao:
**Comment: Evaluation forms sent to the faculty still has Dr. Workman’s title as Acting Provost and that needs to be changed.**

Chris Rasche:
**How many of the campus elevators are going out at the same time?**

They have had a rash of elevator issues and had to switch service companies. They need to be putting some of their minor renovation monies towards upgrading the elevators. They try to slate one or two every year but they have limited funds to do that. But they do try to keep them up and running. President Delaney added that repairing the elevators cost approximately a million dollars a piece.

Chris Rasche recommended that the doors from the stairwells be unlocked.

**VII. LEGISLATIVE ITEMS**

*Agenda Item# 1 - FA 07-05: Submitted by the Academic Programs Committee*

CCEC-(College of Computing, Engineering, and Construction)

Jan Bosnick moved the item. The item passed.

*Agenda Item# 2 - FA 07-06: Submitted by the Academic Programs Committee*

COEHS-(College of Education and Human services)

Jan Bosnick moved the item. The item passed.

*Agenda Item# 3 - FA 07-07: Submitted by the Academic Programs Committee*

BCH-(Brooks College of Health)

Jan Bosnick moved the item. The item passed.

*Agenda Item #4-FA 07-08: Submitted by the Academic Standards Committee*

Petitionability-the committee collated the policies as to what can and cannot be petitioned together and they appear on pages 8-11. On the top of page 8 there is a summary of the changes that they are proposing.

Friendly amendment on page 9, line 19 - “not after the fourth week of classes.” It was suggested that that be amended to “not after the third week of classes”. The time needed for the fourth week was to process reinstatement. Now, they no longer need quite as much time. This will not have any impact on financial aid.

**Question: How long does it take for students to be removed twice for nonpayment of fees?**

*Answer: The first purge for nonpayment usually occurs Wednesday or Thursday of the week following drop/ add. The second purge occurs one month after classes have begun. To date they have not conducted a second purge.*
Friendly amendment on page 11-line 139. The name of the form will remain ‘A Request of Course Transfer.’

**Question:** Does the waiver of university policy does that supersede any of the deadlines? If someone wants to use this form, they can do so to make changes? **Answer:** There will be some new forms that will be generated. Part of the process is to remove the forms.

**Friendly amendment. Do lines 1-12, 1-17, 1-21 need to be modified?**  
**Answer:** Yes.

Item was moved. The item passed.

**Agenda Item #5 - FA 07-09: Submitted by the Faculty Affairs Committee**
Contract Language  
Chris Rasche moved the item. The item passed.

**Agenda Item #6 - FA 07-10: Submitted by the Faculty Association President**
2007-2008 Faculty Association Budget Proposal  
Chris Rasche moved the item. The item passed.

**Agenda Item #7 - FA 07-11: Submitted by the Graduate Dean David Fenner**
Proposed Faculty Handbook Language  
Discussion  
The item was moved. The item passed.

**Question:** What is the status of the Faculty Handbook?  
**Answer:** Connie- she is still revising but should be completed by the end of this semester. It was recommended that there should be an online document as opposed to hard copy.

**VIII. INFORMATION ITEMS**

1.) Submitted by the Academic Programs Committee  
Board of Governors Approval of the Termination of Major Programs

2.) Submitted by Assistant Vice President David Jaffee  
Director of CIRT

3.) Submitted by the Faculty Affairs Committee  
Result of Faculty Affairs Committee

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

**IX. ADJOURNMENT**

The meeting was adjourned at 1:15 p.m.
Respectfully submitted,

Edwidge Bryant, Secretary

Copyright ©2010 University of North Florida. All Rights Reserved.
Questions, Comments, Suggestions
Modified: May 31, 2011
I. CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:15pm

II. APPROVAL OF THE MINUTES

The minutes of the July 6, 2006 and September 7, 2006 meetings were approved as distributed on the web.

III. ANNOUNCEMENTS

Chip Klostermeyer requested that faculty members state their names prior to making announcements.

Lynn Brown, Associate Director of Annual Giving, said that the Annual Fund faculty and staff drive was kicked off on Monday and runs through the entire month. There will be great prizes and a winner is selected every day and announced on Mondays, Campus Update. On Nov. 1 they will pull two prizes: One two nights and three days at the Sawgrass Marriott resort and the other is a day of beauty and Indulges at Ten, a salon in Ponte Vedra.

Annual fund- raised $86,000.in pledges and gifts last year from faculty and staff. This year they are going for $100,000.000. Donations help fund faculty awards, departmental needs, scholarships and any other part of the campus that is meaningful to faculty. She said that there are a number of areas that can be supported. Call 2199 with any questions or access her web is under Institutional Advancement. Contributions forms are available. She thanked everyone for their support.

Jeanne Middleton presented on Family Weekend, which has been planned for Oct. 13-15. She encouraged faculty to participate and to meet the parents of the students. The brochure is on the Web site. She also bought applications for the 5Krun and encouraged every to attend. The number is on the brochure.

The library is celebrating renovation and expansion of the building at 1:30. Everyone is invited.
Chip Klostermeyer reminded everyone that the New Faculty Luncheon will be held on Oct. 19, 2006. He also encouraged faculty to attend the Upbeat Pink concert on Sunday, Oct. 15 at 3:00 pm in Lazzara Performance Hall. It is the 2nd annual collaboration with the Mayo Clinic in a musical tribute to Breast Cancer Survivors.

Chip also said that the nomination forms for the Outstanding Undergraduate and Outstanding Graduate teaching awards have gone out and the deadline is Oct. 18. He said that Jace Hargis would pair you with a mentor in completing the application.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

The committee met on Oct. 5 morning and are getting ready for the Nov. reviews where they will process over 100 forms. Sanchez gave an overview of the workload system which will be part of the university system and the APC will work with it. They bought up issues on how to make the process easier. Also, they are trying to address some of the instructions of the APC forms for new and old faculty. Because of the workload she requested that faculty be patient with the process.

Academic Standards Committee - Diane Tanner

The committee met on Sept. 15 and 22 to revise the forms that the students use to petition university policies. They are continuing to write drafts of academic misconduct policy, procedures and petition policy & procedures in the academic appeals committee bylaws. They have three agenda items. They will be meeting on Oct 13, at 12:10 in Building 42 Rm 2004.

Adjunct Affairs Committee - Chip Klostermeyer for Judy Perkin

The committee has been working on the following issues this semester: The first is the adjunct email distribution list which seems to be a bit flaky, and they want to find a way to clean it up. They also want to discuss potential improvement related to times of activation of UNF accounts and N numbers for adjuncts. It appears that some were deactivated doing the summer and therefore some adjuncts could not get into their emails. They want to revise the adjuncts affairs web page and talk about links for adjuncts on the college website. An action item related to an adjunct survey related to adjunct faculty was also discussed. The next meeting is scheduled for Oct. 25, at 1:30 in building 39/ room 4033.

Budget Advisory Committee - Jeffrey Harrison

The committee met on Sept 20 and Shari Shuman gave a presentation on the UNF 2006-2007 budget. He said that the details of her presentation are in
their minutes if anyone is interested. He said that it was a pretty good fiscal year. The university got over 10 million dollars in the area of enrolment growth. There was a 3% in-state tuition increase that added some funds and they funded some utility increases. One thing that the university did which the committee felt was fiscally responsible was that they set aside some reserves in case enrollment was not as projected or in case the university has some call back for funds. He pointed out that faculty received a $73 parking refund. There was also a line item for 2% merit raise. So, the money has been set aside for that and for some research related enhancement activities. The next meeting is scheduled for Oct. 18, in the College of Health and Joanne Campbell will be there. He said that 67% of the UNF E&G budget is in Academic Affairs. Joanne Campbell will talk about that.

Campus Technology Committee - Dale Clifford

The committee met on Sept. 21 and now have co-chairs Barbara Tuck will be sharing the responsibilities of the committee. She told faculty of the Gang of three –GOT which consist of the Chair of Campus Technology, Kathy Hues for IT, and Deb Miller for Cert. She told faculty that if they have an issue to talk about technological needs for accomplishing some sort of classroom goal, they can submit the issue to GOT and they will research it to figure out whether or not they have this capacity or make some recommendations. Among the things that GOT is looking at are classroom response systems for example and are about to make some recommendations on that subject. They also talked about the upcoming upgrade to Banner 7.3 which is still on scheduled to happen on the weekend of Nov 17 and therefore may experience some disruption in service. They talked about a variety of security, email, and other issues. A recommendation was made that GOT administer another campus survey on technology interests because the last survey was four or five years ago. Therefore, faculty will hear later this year about another survey. The committee will be meeting on the third Monday of every month at 10:00am.

Faculty Affairs Committee - Chris Rasche

The committee met on September 14th, and there were four things to do. The first was to elect a chairperson. Chris was elected as the new Chair. They also moved their meeting dates to Wednesdays to accommodate schedules. They spent most of their time talking about the two issues that were brought over from the summer - Intellectual property policy and the EEO complaint procedures. They decided to invite Dr. Ebong to come to meet with them and talk about the policy that he drafted. They looked at it then sent some concerns back. So Dr. Ebong will join them at the next meeting. They also invited Lina Monell to talk about the EEO procedures about which they had a few concerns. They hope that they can resolve both issues at the next meeting, which will be held on Oct. 11, in the new Social Science building, on the second floor, in room 2121. All are invited to attend.

Faculty Enhancement Committee - Richard Chant

They met on Oct. 2. They finalized the web survey instrument that will be used to evaluate the summer teaching grant applications. Reviewers will be provided with a secure user name, password access to UNF web server. Once
they login, they will input the review results, which mirror the paper process. Those results will be tallied and put on an exile file. They will also develop an OFE white paper to summarize the effectiveness of the OFE and to state the extent of the availability of resources in relations to other institutions both in state and out of state. They will use these insights to support future resource request.

The next area discussed was the usage of the faculty commons area. Which faculty committee oversees the faculty commons? They will bring this issue to the Executive committee. The next meeting will be on Nov. 6 at 2:00 pm

Nominations and Elections Committee - Cynthia Jordan/ Robert Frankel

They met on Sep 14 and were planning the next elections for Nov. 2 and 3. Voting will begin after the Faculty Association meeting and will continue in the faculty commons that afternoon. On the 3rd the ballot boxes will be available until 1:30 pm that Friday. There currently is a contested election between two people from the College of Business. Need additional members from the other Colleges. Nominations were accepted from the floor and were as follows:

Nominations and Elections:
CCB –Young-Tae, Choi
Brooks College of Health-Connie Roush
CCEC- Nick Hudyma
At-Large (Vice Chairman) -Michelle Dedeo

Strategic Planning Support Service - Adel El-Safty

Chip reminded everyone that there is still an opening for the At-Large position for Strategic Planning and anyone who is interested should submit his/her name.

Cynthia also thanked Ted Stumm who was willing to serve on the Parking Violations Committee, and Dr. Adel who has agreed to serve on the Support Services committee.

Research Committee - Kathaleen Bloom

The committee met last Monday and Dr. Ebong met with them and discussed the new policy regarding indirect cost on grant money. The committee will meet again on the Oct. 23 at 3:00.

Strategic Planning Committee - Yemisi Bolumole

They met on Sept 21, and will be meeting again on Oct. 19. More information to follow.

Support Services Committee - Rama Rao
The committee met on Sept. 28th. Construction has begun on Starbucks and is expected to be completed by the end on November. The committee will be meeting on October 24th of November.

Chip said that Diane Tanner and he have been charged with coming up with a totally new scheme for parking for next year. There will be more spaces, but the scheme may have to change. If anyone has any questions, ideas or schemes, they should send them to Diane or Chip as they are the representatives.

Executive Committee - Kathy Robinson

A meeting was held on Sept. 22 and they had the kick off luncheon with old and new Chairs and set the agenda for this meeting. The next meeting will be on Oct. 17, at 12:15 in the Faculty Commons.

V. SPECIAL REPORTS

President - John Delaney

President Delaney welcomed Chancellor Mark Rosenberg to the meeting. He said that Chancellor Rosenberg has been a great listener and supporter of UNF and assisted in changing the gears on the pursuit of the America on Line building, which will add 1200 new parking spaces and another 1000 in the North lot. As an introduction, President Delaney said that Chancellor Rosenberg attended Miami of Ohio and received his Doctorate in Latin American Studies from the University of Pittsburgh and from 1998 to 2005 served as the Provost and Executive Vice President for Academic Affairs at Florida International University.

Mark Rosenberg

He began by saying that he has been fortunate to have very thoughtful leadership from UNF with whom to work, starting with President Delaney. In addition, he has worked closely with Judy Solano and looks forward to working with Chip Klostermeyer. Right now he is focused on ways to improve the state university system and each of the universities within the system. He recognized and thanked the founding members of the institution and said that the Board of Governors and legislature values the work of the members. His challenge is to continue to make the case as to why we are critical to Florida’s future, whether it is in the economic development area, or whether it is in the creativity in the performing arts, or whether it is an issue of ethics or citizenship. The reason why he made the change from a university to a system is because he has a lot of optimism that we are moving in the right direction. What was heard today enforces his optimism. He further stated that the parking situation is a very big issue because it is an element of quality of life needed in order for faculty and administrative staff to do their job well. Another element is high quality facilities. He is very excited that he, along with UNF leadership, was able to make some change in order to get the facilities needed quicker. His expectation is that UNF will become increasingly central to the life of the community and the state and will offer much better programs.
then today. He said that the programs offered now are already very good. He is very interested in UNF’s improvement and wants to work with us. He understands our concerns and dedication. He looks forward to the next few years and watching UNF grow.

Legislative Liaison Report - Janet Owen

None

Special Report - Judy Solano for Statewide Grading Scales

Judy Solano told the members that along with Chip, they represent the University at a statewide body composed of other faculty presidents. She attended a meeting in Tallahassee of the group. One of the things that came up was that the students are very concerned about the diversity of grading system in the State. Some institutions have straight A, B, Cs, or some have pluses and minuses and some have pluses and no minuses. Furthermore for some with variations of plus and minus, the grade point associate with plus or minus differs. For example, on our campus and A- might be a 3.7 whereas on some other campus an A- may be a 3.9. The students feel disadvantaged when they apply to graduate, medical or law school when they are competing with other students because someone from one institution who gets a B may get a 3.0 but from our institution it may result in a 2.something.

The Chancellor presented this to them hand in hand with an initiative getting the technology fee to pass. The only real obstacle has been the students because they don’t want another fee. The Chancellor made a persuasive case as to how we need the money coming in from the technology fee; otherwise, they will not be able to maintain and upgrade technology on any kind of reasonable schedule to keep pace with technology in the real word. He felt that it might be helpful to get faculty interested in entertaining the students’ concerns about the grading system as a bargaining chip. For example, we look at grading system if we can pass a technology fees.

When faculty began to discuss grading systems there wasn’t a faculty member who wanted to touch this issue because they remembered instances on their own campuses when attempting to modify a grade was difficult to come to an agreement on what grade they could or could not award. Therefore it would be imaginable right now to try to tackle that from a systems perspective. Rick seem to intimate that technology is not a big issue at the moment because the students are on board with that. Therefore, they decided to set the issue of trying to reach an agreement on the statewide grading system on the back burner. But this is a hot topic with the students because they do have some valid points, and this issue will come up yet again. If they do buy off with technology, there may be some other issue out there that will be very important and will have to engage in a conversation with the students.

Dr. Workman formally introduced Rick Massee- Executive. Director of Government Relations for the Board of Governors

United Faculty of Florida - Shira Schwam-Baird for Cheryl Frohlich
Shira Schwam-Baird stated that everyone should have received the email on the results of the election of the P & T committee and Sabbatical Selection committee. Results are out and the committees are ready to be charged by Academic Affairs. On Bargaining they are essentially finished for the re-opener for the contracts. They made some small changes to the P & T article. No longer will people be granted credited service when they come to UNF. Instead they can go up for tenure in their 4th, 5th, 6th year of tenure earning services. The point that is uniform for everyone is that you must be at UNF as least 3 years before you can go up for tenure. They eliminated some mismatches between the two articles.

They did not open many other articles. They made some touches to references to statues that no longer apply such as holidays or sick leave.

One thing that is very important is the Evaluations article. If faculty believe that they have been evaluated unfairly and wish to appeal there is a 30-day window in which to do that. In the new contract, faculty is supposed to get their evaluation by July 15 by email because people leave to town. However, if someone is doing research where email access is not easy, then faculty member must make alternative arrangements for delivery because it is from the date of receiving the evaluation that the 30-day count begins.

They reached an interim agreement on issues dealing with lab lectures and workload issues, which limits the numbers of labs per year. Some were underpaid for their overload so they are ready to get that up.

Salary article: 3% across the board was voted by the legislature and the other 2% of the base was identified by President Delaney. The bargaining issue was how do we break that down, how much goes to merit, how much goes to compression inversion. They arrived at a 50-50 split because 1% going to straight merit, the other percent going to compression inversion. However, compression inversion is tied to merit. It is a complicated formula, however, Cheryl will explain to anyone needing information in more details. One must have positive merit scores within the last four years average in order to get compression money. The distance from benchmark also comes into play.

VI. QUESTIONS AND RESPONSES
Anonymous question for Mark Workman:

Recall the COEHS re-organization was approved by the FA under the assumption that no new resources would be needed. Given the fact that COEHS overloads are almost non-existent; given the fact that the 5th administrative position requires additional funding for someone to teach the two courses the administrator does not have to teach; given that the function of the job are repetitive; how could you, in good conscience, take money away from instruction for a position that is questionable at the very least? Dr. Workman stated that he would respond to the question in writing.

VII. LEGISLATIVE ITEMS

Agenda Item# 1 - FA 06-32: Submitted by the Executive Committee
Request to Rename COEHS’s Department of Counseling and
Leadership to Leadership, Counseling, and Technology
Dr. Kathy Robinson moved the item. Judy said that she has a problem with the name simply stating ‘technology’ since she has a technology program. She requested that the name say ‘Educational or Instructional Technology to differentiate from the technology they do. Joyce Jones said that they use to be Educational Leadership then they added Counseling. All of the leadership is not educational. For example Sports management is a non-school-based program. They also work with the community. The name was getting too long, and since it is an Ed. Leadership program, in COEHS, technology faculty thought it would be OK to drop it because it is technology leadership in school settings in school settings and in various communities.
After continued discussion on this topic, a friendly amendment was accepted to include the name change to Department of Leadership, Counseling, and Instructional Technology.
The motion passed.

Agenda Item #2 - FA 06-33: Submitted by the Executive Committee
Undergraduate Studies Council
Dr. Robinson moved the item. The item passed.

Agenda Item #3 - FA 06-34: Submitted by the Academic Programs Committee
Coggin College of Business
Undergraduate-Management - APC 1 (6), APC 2(1), & APC 3 (1)
Dr. Bosnick moved the item. The item passed.

Agenda Item #4 - FA 06-35: Submitted by the Academic Programs Committee
Brooks College of Health-School of Nursing
New Degree Program Request: the Doctorate in Nursing Practice (DNP)
Dr. Bosnick moved the item. Discussion-How may more FTEs would be required? It is a project-based program at 20 students per year. Therefore three more faculty FTEs are needed and some administrative support. They will be approaching private donors.
The item passed.

Agenda Item 5 - FA 06-36: Submitted by the Academic Standards Committee
Elimination of the 20% Rule for Latin Honors
Diane Tanner moved the item. There was some discussion and a hand count vote occurred. The results indicated a 37 to 34 in favor of the item. The item passed.

Agenda Item 6 - FA 06-37: Submitted by the Academic Standards Committee
Thanksgiving Holiday
Item has been moved. Discussion-The reason this was brought forward is that Wednesday evening some classes don't end until 9:00 and some students have to drive home three-four hours. They therefore will be able to drive home Wed. morning instead of late at night.
Kathy Cohen to President Delaney- As it relates to student workers, if classes are canceled on Wed., does that mean the campus is closed?

President Delaney- No. The campus will not be closed.
Phil Kaplan asked whether removing one day from the semester make the semester one-day longer in Dec...?
Kim Luther has looked at this schedule and she said that one day off will not affect the schedule at all.
Pali Sen said that one day may not affect minute count, but will affect our ability to deliver the curriculum.
Judy pointed out that public schools are out before Thanksgiving and therefore may be one reason why we may want to consider it. She was told this.
Chip Klostermeyer stated that the question was called - voted by a show of hands.
The item is defeated.

**Agenda Item 7 -FA 06-38: Submitted by the Academic Standards Committee**

*Registration Reinstatement*

Moved the item.

Discussion-Scott Hochwald: **Is this a semester reinstatement or a per course reinstatement?**
The small print indicates “I understand that this class is filled...” but this is not just for this class, it is for “classes” and is the $75 per class or the whole thing?

**Answer:** $75 is for the whole thing.

Scott Hochwald: **There are two $75.00?**

**Answer:** Yes, there are two $75.00. One is for enrollment services and the other is for the Controller’s office for the whole semester for all of the classes they are trying to get reinstated.

Scott Hochwald: **I suggest that the writing reflect that it is “ classes.”**
The suggestion was accepted. [Clarification: the fees are not assessed per class; rather the fees are per student to process the reinstated and late payment.]

The item passed.

**VIII. INFORMATION ITEMS**

Item # 1. Election of Nominations and Elections Committee

**IX. ADJOURNMENT**

The meeting adjourned at 1:20

Respectfully submitted,

Edwidge Bryant, Secretary
I. CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:15

II. APPROVAL OF THE MINUTES

The minutes of the March 1, 2006 meeting were approved as distributed on the web.

III. ANNOUNCEMENTS

1. Chip Klostermeyer
The College of Education and Human Services will hold their Dissertation Research Symposium, on Saturday May 19 1-3:30. An invitation was extended to the community to attend the event. A flyer on the symposium will be in next month’s agenda packet.

2. UF faculty senate refused to grant Jeb Bush and honoree degree. One reason, from 2001-2006, adjusted for inflation, the FTE revenue in the state university system decreased by 19.4%. As a result we are living with almost 20% less money per student than before the self-proclaimed “education governor” took office.

3. Provost Workman
Reported on his recommendations for P & T. There were 30 cases: two from the library and 28 from faculty. Two candidates from the library were positive. Amongst the 28 cases, there was one a case where the committee voted against to full professor but he recommended in favor. Details will be in next month’s packet.

The electronic form for evaluation of administrators will be sent through the web. It is being reviewed by President Delaney. There will be a link that will take faculty to the evaluations. They tried to make it more meaningful for faculty.

Announced the appointment of the new Dean of the College of Arts and
Sciences -
**Dr. Barbara Hetrick.** She is a Professor of Biology at Ohio State and department head at the University of Northern Iowa and will join UNF August, 2007

He urged everyone to keep their eyes open for the United Way campaigns.

The search for the replacement for George Perkins, the Associate Provost for Institutional Effectiveness is on the way. Two candidates have been to campus and one more will follow next week.

### IV. STANDING COMMITTEE REPORTS

**Academic Programs Committee - Janet Bosnick (Jan Meires - School of Nursing)**

The committee met on April 5 and looked at the APC submitted for the Doctorate of Nursing Practice from the School of Nursing. It was approved. They will meet in May 3. The new business was that they were supposed to get a presentation from ITS, but it was canceled.

**Academic Standards Committee - Diane Tanner (Judy Solano)**

The committee met on March 16 for discussion on the petition process with enrollment services. They received the review that they sent to Mark Snow from the General Council’s office to make some comments. They will present it as an agenda item at the next Faculty Association meeting. The only item currently on the agenda is looking at WP/WF grades. The next meeting will be held on April 20 at 12:00 or 8:30 depending on the committee members’ schedules.

**Adjunct Affairs Committee - Judy Perkin (Chip Klostermeyer)**

The March meeting was canceled. The next meeting will be held on April 18, from 3-4, 4th floor Conference room, in the Brooks College of Health.

**Budget Advisory Committee - Jeffrey Harrison**

The committee met on March 14. They discussed the recent reorganization of OFE and CIRT and the implication for future resource needs. David Jaffee will be at the next meeting to discuss his views on the resource needs. The next meeting will be held on Wed. April 18, at 1:15 in room 4032B, in the Brooks College of Health.

**Campus Technology Committee - Dale Clifford**

The committee met on the fourth Monday of last month and will be meeting
on the fourth Monday in April. They discussed a line to be included in the campus technology room list explaining how to get AVA accommodations in any classroom. They also had a long discussion on the agenda of the Campus Technology Committee in the future. They urged faculty to share any issues related to campus technology, in need of investigation, with them.

**Faculty Affairs Committee - Chris Rasche**

The committee met on March 8. The discussion focused on the latest faculty misconduct case. This case involves one incident, three individuals and two charges. They engaged in an informal investigation. The case is now being resolved and has pointed to some other issues that will be addressed. Currently there is no date for the next meeting.

**Faculty Enhancement Committee - Richard Chant**

The committee was unable to meet on March 12 but will meet on April 9, at 1:00, in the library. They will revisit the tabling of the issues from the last meeting.

**Nominations and Elections Committee - Robert Frankel**

The committee met on 13 and the 27 to prepare the ballots. They urge faculty to vote. The next meeting will be held on April 6, in Room 3136.

**Research Committee - Kathaleen Bloom**

The committee met this month and made some recommendations that will be forwarded to the Academic Affairs with respect to summer grants for next year. The next meeting will be rescheduled.

**Strategic Planning Committee - Yemisi Bolumole**

The committee has not been meeting because they have been holding several of the town hall meetings on the strategic plan elements. They had scheduled eight meetings and have successfully completed four. The most recent meeting was held on the morning of April 5, and the topic was Student Life. Another meeting is scheduled to be held on April 6, from 10:30-12:00, in Building 39. Dr. Shari Shuman will be speaking on Fiscal Resources. Everyone was encouraged to attend. Two more are scheduled: Research and Scholarship and Quality faculty. They will get back to faculty about the session on Quality Staff which had to be postponed.

**Support Services Committee - Rama Rao**

The committee’s next meeting is scheduled for April 23rd.
Executive Committee - Kathy Robinson

The committee met on March 13 and planned the agenda for this Faculty Association meeting. The next meeting is scheduled to be held on April 17, in the Social Science Building, 51/2121.

V. SPECIAL REPORTS

UNF President - John Delaney
Absent

Legislative Liaison Report - Janet Owen
No Report

United Faculty of Florida - Cheryl Frohlich

The elections have been their main activity. Henry Thomas was elected as the new president of UFF chapter at UNF.

VI. QUESTIONS AND RESPONSES

None

VII. LEGISLATIVE ITEMS

Agenda Item# 1 - FA 07-12: Submitted by the Academic Programs Committee
College of Arts and Sciences: Undergraduate – Music (APC 2 – 2 items); World Languages (APC 1, 2, & 3 – 22 items).
Judy Solano moved the item. The item passed.

Agenda Item# 2 – FA 07-13: Submitted by the Academic Programs Committee
College of Education and Human Services: Graduate – Leadership, Counseling & Instructional Technology (APC 1 & 3 – 3 items)
Judy Solano moved the item. The item passed.

Agenda Item# 3 - FA 07-14: Submitted by the Academic Programs Committee
Brooks College of Health: Undergraduate – Athletic Training & Physical Therapy
(APC 3 – 1 item); Public Health (APC 3 – 1 item)
Judy Solano moved the item. The item passed.

Agenda Item# 4 - FA 07-15: Submitted by the Academic Programs Committee
College of Arts and Sciences – World Languages
New Degree Program Request: Proposal for a Bachelor of Arts Degree in French Studies
Question: Isn’t there suppose to be a state statement on impact cost?
Answer: They have included them.
The item was moved. The item passed.

Agenda Item# 5 - FA 07-16: Submitted by the Academic Programs Committee
College of Computing, Engineering, and Construction
School of Engineering - Civil
New Degree Program Request: Master of Science in Civil Engineering (MSCE)
Question: Does the cost apply individually to each of the three programs or all of them?
Answer: Individually. The costs are individually of each of the three.
Judy Solano moved the item. The item passed.

Agenda Item# 6 - FA 07-17: Submitted by the Academic Programs Committee
College of Computing, Engineering, and Construction
School of Engineering - Electrical
New Degree Program Request: Master of Science in Electrical Engineering (MSEE)
Judy Solano moved the item. The item passed.

Agenda Item# 7 - FA 07-18: Submitted by the Academic Programs Committee
College of Computing, Engineering, and Construction
School of Engineering - Mechanical
New Degree Program Request: Master of Science in Mechanical Engineering (MSME)
Judy Solano moved the item. The item passed.

VIII. INFORMATION ITEMS
1.) 2007-2008 Parking Permit Pre-Book Some information about parking was provided. If faculty want to pre-book the parking, the categories have slightly changed, notice that there is a grandfather clause in there.
2.) Vitae Summaries of Finalists for 2007 Distinguished Professor Award The CV for Distinguished Professor is on page 18. Faculty was urged to vote.
3.) Faculty Association Standing Committee and University Committee Elections

IX. ADJOURNMENT

The meeting was adjourned at 12:50 p.m.

Respectfully submitted,

Edwidge Bryant, Secretary
I. CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:19

II. APPROVAL OF THE MINUTES

The minutes of the October 5, 2006 meeting were approved.

III. ANNOUNCEMENTS

1.) The Provost and Chip Klostermeyer sent an email to faculty about the Quality Enhancement Programs being established for SACS. These programs involve faculty during the spring to select themes for UNF improvement and enhancement.

2.) Over 200 APC forms were submitted in October. Chip asked faculty to be patient with process. Forms are screened as they are received to minimize problems at the committee level. The process is being automated.

3.) The Parking Council will recommend to the President’s office a new scheme for next year. The issues include the existing lots in the core campus loop. Lots 3 & 4 are going away (removing about 800-900 spaces) for new building construction. Additions to Lot 18 north of the arena will add almost 1000 new spaces. The proposed purchase of the AOL building would add 1200 spaces. By next year, a shuttle system should hopefully connect outlying lots such as 18 and 14 to the loop in the core of campus (if in fact it is implemented). New policies should reduce the use of core spaces and make them available to faculty and staff. Pricing models hope to keep next years’ prices near this year’s level. More details will be made available as the recommendations are finalized and move forward.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

The committee meets on Thursday, November 2 and 9 in Portable #849. The committee has three items on the agenda today. The committee met on November 2 to review over 200 APC forms, and will review all other forms next week.
Academic Standards Committee - Diane Tanner

The committee meets on Friday, November 3 and 17 at 12:10 pm in 42/2004. The committee has one item on the agenda today. The committee met on October 13 with Kim Luther to revise forms for deadline dates and waiver of policy. The committee worked on the grade appeals and other appeals policies. The committee will look at hours for Latin Honors.

Adjunct Affairs Committee - Judy Perkin

The committee meets on Wednesday, November 29 at 1:30 pm in 39/4033. The committee did not meet in October meeting, and has added an extra meeting on November 15.

Budget Advisory Committee - Jeffrey Harrison

The committee met on October 18 with Joann Campbell about the Academic Affairs budget. Details about the budget are included in the committee minutes. Last year’s faculty survey identified faculty development as a key issue. Travel funds and course releases have been given to faculty this year. Summer grants have been increased. The committee meets on November 22 at 10:30 a.m.

Campus Technology Committee - Dale Clifford

The committee meets on Monday, November 20 at 10 am in the COAS Conference room. The committee is recommending to UTC to adopt elnstruction as the campus classroom response system, giving UNF preferential pricing. The committee met with John Sharp about computer podia in library seminar rooms. An alternate configuration is needed there, and was approved by the committee. Digital surveys have been developed to collect faculty input on technology needs.

Faculty Affairs Committee - Steve Shapiro

The committee meets on Wednesday, November 8 at 12 noon in 51/2121. Mark Snow and Dr. Ebong presented intellectual property policy and Lina Monell spoke about equal opportunity. The committee is investigating an academic misconduct case.

Faculty Enhancement Committee - Richard Chant

The committee conducted a called meeting on October 23 to meet with the
Provost regarding the Summer Teaching Grant Application reviews. The reviews will be completed by Thursday, November 9. The scheduled meeting for November 6 has been delayed until November 20 from 2:30 - 3:30 and will be held in the OFE Library.

**Nominations and Elections Committee - Cynthia Jordan**

The committee meets on Friday, November 3 at 2 pm. Voting happens on November 2 for one uncontested position on the Nominations and Elections Committee. Nominations are taken today for Undergraduate Studies Council, and elections will happen next month. Nominees have been received from all colleges, except from the College of Computing, Engineering, and Construction. The time for nominations is open until the election.

**Research Committee - Kathaleen Bloom**

The committee met on October 23 with Mark Workman, and is reviewing 43 summer research grants.

**Strategic Planning Committee - Yemisi Bolumole**

The committee met on November 2 with Mark Workman and Tom Serwatka about advising the university administration about 11 key elements of strategic plan.

**Support Services Committee - Rama Rao**

The committee meets on Thursday, November 30 at 12:15 pm in Portable # 849. No further report.

**Executive Committee - Kathy Robinson**

The committee meets on Tuesday, November 14 at 12:15 pm in the Faculty Commons. The committee met on October 17.

V. SPECIAL REPORTS

**President - John Delaney**

Absent and no report.

**Legislative Liaison Report - Janet Owen**

The Board of Governors meets in two weeks at UWF about upcoming
legislation, including a technology fee, allowing UF to charge an extra $1000 fee, and the governance bill. Different constitutional provisions give operation of higher education to both the BOG and the legislature. A lawsuit is in process. UNF’s Governmental Affairs Office has a new website.  
http://www.unf.edu/govt-affairs

United Faculty of Florida - Shira Schwam-Baird

The contract was ratified by faculty with a 95% approval rating. Votes were cast by 113 faculty members. The Board of Trustees ratified it, and raises appear in next paycheck retroactive 1.5 pay periods. Bylaws are being written, and the union will review drafts. Drafts can be posted at UFF website.

VI. QUESTIONS AND RESPONSES
Anonymous questions were addressed to the Provost Mark Workman:

All chair and dean salaries are now 12/9 instead of 11/9 of their annual salary. When did this take effect, and why, given that faculty have been given a smaller raise by percent? The Provost replied that the President made this commitment to the chairs at least a year ago, and it took effect on May 1.

Should someone hired on a short-term administrative contract be given a faculty contract when the administrative appointment ends, if the person was hired with no search?

A written anonymous question was addressed to Shari Shuman:
Did anyone consider adding parking on the site of Building 11? Shari replied that the campus needs green space, not more pavement in the core. A new outdoor classroom is being considered for that space.

Judy Solano addressed a comment to the Provost’s response about administrative pay: When a 9-month faculty member takes a 12 month position, the pay was for only 11 months, even though the person was required to work 12 months. The new salary covers all 12 months.

VII. LEGISLATIVE ITEMS

Agenda Item # 1 - FA 06-39. Submitted by the Academic Programs Committee. COAS-(Political Science and Public Administration). Course Changes (2 items). Jan Bosnick moved the item. The item passed.
Agenda Item # 2 - FA 06-40. Submitted by the Academic Programs Committee. CCB - (Accounting and Finance). Course Change (1 item). Jan Bosnick moved the item. The item passed.
Agenda Item # 3 - FA 06-41. Submitted by the Academic Programs Committee. BCH – (Athletic Training and Physical Therapy), New Courses & Programs of Study (8 items).
Jan Bosnick moved the item. The item passed.

**Agenda Item # 4 - FA 06-42. Submitted by the Academic Standards Committee.**
Definition of a full-time student.
Diane Tanner moved the item. The item passed.

**VIII. INFORMATION ITEMS**

1. Deletion of a Course from a Program of Study and Signature Required
2. Duplicating Concerns
3. Election of Nominations and Elections Committee
4. Special Election of Undergraduate Studies Council

**IX. ADJOURNMENT**

Chip Klostermeyer adjourned the meeting at 12:51

Respectfully submitted,

_______________________
Cathy Cavanaugh
I. CALL TO ORDER

Chip Klostermeyer called the meeting to order at 1:47 p.m.

II. APPROVAL OF THE MINUTES

The minutes of the April 5, 2007 meeting were approved as distributed on the Faculty Association’s website.

III. ANNOUNCEMENTS

- Diane Tanner is appointed as the Acting FA Secretary.
- The 2006-07 UNF Faculty Award Winners are listed in Information Item #2.
- 2007 Dissertation Research Symposium
- The 2007-08 University Matriculation Calendar is posted under the Hotline and Schedules section of the Faculty Association’s website.
- The APC schedule for next year appears on page 20 of the FA meeting packet. Although we are in Summer term, APC 3s can be voted on during May.
- The Faculty Association Office will be moving to Bldg 10/Rm 1120 on May 24 and 25. The new space will have a conference room with a computer/projector and will hold about 15 people for meetings. It will be open for reservations for meetings, brown bag lunches, and other events.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

The committee met last Thursday, May 3 and reviewed 90 APC forms. The committee did not get a report from IT yet concerning the automation of APCs Workflow on the web. One more meeting will be scheduled in June to look at additional APC forms.

Academic Standards Committee - Diane Tanner
The Committee met on May 3 to discuss two items on its agenda. The first consisted of 3 proposals passed by the Graduate Council: 1) the Graduate Transfer Credit Policy relating to the residency hours required; 2) the Graduate Program Course Level Policy, and 3) a Graduate Program Independent Learning Policy. The Committee is requesting clarification from David Fenner for these items and will review them again at its next meeting. The second item related to the final exam policy. The committee concluded that the current final exam policy was adequate and the issue lied in enforcement. The Committee will refer the enforcement issue to Academic Affairs. The committee has 3 Agenda Items today. The next meeting is being planned for early June.

**Adjunct Affairs Committee - Judy Perkin**

The next meeting will be on May 16 at 3:30 PM in the building 39 conference room 4033. The Provost will be joining them.

**Budget Advisory Committee - Jeffrey Harrison**

The committee met on April 18 and discussed the OFE/CIRT reorganization. David Jaffee spoke about his view of resources and shared his budget request for OFE/CIRT. The committee discussed a White Paper prepared by OFE which showed UNF near the bottom of the list when comparing OFE resources of other state Universities. The committee strongly supports that OFE and CIRT get additional resources, The next meeting is scheduled for May 23 at 1:30 pm in 39/4032B.

**Campus Technology Committee - Dale Clifford/ Barbara Tuck**

The committee will be meeting Monday, May 7 at 10:00 AM to select a new chair.

**Faculty Affairs Committee - Chris Rasche**

The committee did not meet due to scheduling problems. The next meeting is scheduled for Thursday, May 17 at noon.

**Faculty Enhancement Committee - Richard Chant (Zomita Prodanoff)**

The committee met April 20 and April 30. David Jaffee has asked the Faculty Enhancement Committee to act as the search committee to search the OFE director. Jaffee indicated the search would be for a 12-month position for a candidate holding the rank of an associate or full professor. No meeting is scheduled.
Nominations and Elections Committee - Robert Frankel

The committee has an information item in the meeting packet with the results of the April elections. No meetings are scheduled.

Research Committee - Layne Wallace for Kathaleen Bloom

The committee is reconsidering a number of items and will present next time.

Strategic Planning Committee - Yemisi Bolumole

The sessions planned by the committee. Good turnout on sessions they offered.

Support Services Committee - Rama Rao

The committee discussed the Senate Bill that would impact faculty decisions on textbooks. The committee would like feedback from the administration concerning the implications for faculty. The next meeting is scheduled for May 21. The committee plans to elect a new chair at that meeting.

Executive Committee - Kathy Robinson

Due to the Faculty Association Office move, the next meeting will be advanced to May 15, 2007 at 12:45 p.m. in (51/2121).

V. SPECIAL REPORTS

UNF President - John Delaney

Not Present

Legislative Liaison Report - Janet Owen

Not Present

Chip Klostermeyer provided a legislative update: The Florida Legislature rejected the governor’s 2.44% pay raise proposal. Instead, faculty will be receiving a $1,000 bonus. The Legislature approved the ‘tiered tuition bill’ which would give 40% tuition increases to UF and FSU and 30% to USF. It appears the governor will veto this bill. The Legislature also approved a 5% increase for all universities, which may be vetoed by the governor as well. Chip urged faculty to put pressure on Tallahassee to pass this increase.

United Faculty of Florida - Henry Thomas

Henry Thomas agreed with Chip Klostermeyer’s request for supporting the 5% tuition increase. The Union has been in conversations with administration
related to departmental bylaws. Safety issues are a concern for the Union as well. The administration was prompt in addressing these concerns. The Union will look at domestic partner benefits for UNF. These begin at USF this summer. A process that would enable other chapters in other parts of the state to participate is needed.

VI. QUESTIONS AND RESPONSES

Two questions for President Delaney:
Will be forwarded:
1. UNF had an eight-page insert in the Florida Times Union on Sunday, April 22, 2007. What is the cost of the insert?

2. Will Adam Herbert be returning to UNF? If so, what will be his position? If so, what will be his annual compensation?

Question for the General Counsel:
What is the process for decertifying UFF as the bargaining agent for UNF faculty?
Joann Campbell responded: 30% of the Faculty would have to sign decertification cards and subsequently there would need to be a majority vote.

Question to Provost Mark Workman:
Dean Larry Daniel of the College of Education and Human Services has publicly stated that you support moving the Music Education program to the College of Arts and Sciences. The affected faculty in the College of Education and Human Services have not been consulted through the established channels in its governance structure. Why haven't the affected faculty been involved in these deliberations, and when will they be involved?
Mark Workman responded: The proposal to relocate the Music Ed. program actually emanated from the chairs of the two affected departments (in COAS and COEHS) representing their respective faculties. Thus, the person who submitted this question appears to have been misinformed about the lack of faculty involvement. The process for working through the relocation is still being determined.

Kathy Hughes:
Due to the frequent mention of emails in the news and of the fact that they can be recovered from servers even after they are deleted, the following question occurs to me. Under what circumstances, if any, do UNF administrators get access to faculty email correspondence archives on servers from the unf.edu address? If some administrators can have access, which ones? Chairs? Deans? Others?
Response: The Campus Technology Committee will meet with Kathy Hughes and obtain a response.

VII. LEGISLATIVE ITEMS

Chip Klostermeyer reminded those in attendance of the no quorum rule that states that any FA member can object to any item passed and the item would have to appear on the agenda again during the September Faculty Association
Agenda Item # 1 - FA 07-19: Submitted by the Academic Programs Committee
Brooks College of Health
Undergraduate – School of Nursing (APC 2 – 4 items)
Graduate – School of Nursing (APC 1 & 3 – 11 items)
Jan Bosnick moved the item. The item passed.

Agenda Item # 2 - FA 07-20: Submitted by the Academic Standards Committee
Academic Integrity Code and Academic Misconduct Policies & Academic Misconduct Reporting Form
Diane Tanner moved the item. Kathy Robinson offered a friendly amendment to add the following to Item 2 page 6: line 47: If an inforgivable “F” is given or a grade is to be changed after the end of a semester, the finalized reporting form is to be sent to the registrar. The committee accepted the friendly amendment.
Scott Hochwald stated he was against the change to ‘10 calendar days.’ He favored giving students more time, especially at the end of a semester. Kathy Brown agreed with Scott.
The item failed.

Agenda Item # 3 - FA 07-21: Submitted by the Academic Standards Committee
Appealing Academic Grades Unrelated to Academic Misconduct
Diane Tanner moved the item. Scott Hochwald stated he was against the 90-day period in which the student had to appeal grades. Students may have not checked their grades at the end of a semester if they are away from campus. Petionable items required different forms and were not subject to appeals. Kathy Cohen said she believed that 90 days is very reasonable.
The item passed.

Agenda Item # 4 - FA 07-22: Submitted by the Academic Standards Committee
University Academic Appeals Committee Bylaws
Diane Tanner moved the item. Scott Hochwald asked a question of whether a student can appeal a petionable item using this policy. Diane Tanner stated that this policy and that presented in Agenda Item #2 were both related to only grades. Mary Borg asked about how students could appeal a petition. Diane Tanner stated that students can petition University policies using separate forms which were approved/disapproved at the Departmental, College, and Academic Affairs. A student can still take a petition issue to the president. Henry Thomas stated we were likely to see students picketing if this was taking away their appeal process. The Academic Appeals Committee is an advisory committee, and does not make the final decision. The change is not taking away any rights of students. The item just limits the role of the Academic Appeals Committee to grade appeals. After an extended discussion, the item was voted on.
The item passed.

VIII. INFORMATION ITEMS
1.) Standing and University Committee 2007-08 Election Results
2.) Faculty Awards University Selection Committee Members
3.) Promotion and Tenure Report to the Faculty Association
4.) Faculty Association 2007-08 Schedule
5.) Academic Programs Committee 2007-08 Schedule
6.) University Matriculation Calendar for Fall 2007 to Summer 2008 (Subject to Change)

**IX. ADJOURNMENT**

The meeting was adjourned at 1:23 p.m.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

Meeting was called to order at 12:17 p.m., by President Chip Klostermeyer.

II. APPROVAL OF THE MINUTES

Minutes of November 2, 2006, meeting were approved, as posted. There were no corrections.

III. ANNOUNCEMENTS

1.) American Cancer Society Relay for Life to be held in March. Forms were distributed. They are interested in faculty participation.

2.) Parking Committee recommendations, as reported on by Chip Klostermeyer. Proposed scheme includes: reserved - 27 spaces; designated - 211 spaces sold using 1:1.5 ratio; first floor garage will be same as last year; premium - 3000 spaces inside loop sold using 2.5:1 ratio; residential - 1245 spaces sold using 1:1 ratio, those decal holders will not be allowed to park in premium; discount (lots 14 and 18) - 3000 spaces no ratio used. Proposal includes slight increase in reserved price, slight decrease in designated price, first floor of the garage and premium prices remains about the same, residential price will increase due to 1:1 ratio, and there will be an increase in the discount price. Costs will end in $5 or $10, so Cashiers Office does not run out of single dollar bills. Chip explained basic principle of economics that says dramatically raising the price of tickets for violations will not result in an increase in revenue, contrary to what was reported in the Spinnaker.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

The Committee has processed over 200 APCs. They are still working on the workflow project, which is designed to automate the process. There is one correction to the published agenda. Agenda Item #1, FA 06-43, 06/07-017, APC 3 for Economics Major, the degree should be a BA, not a BBA.
Academic Standards Committee - Diane Tanner

The Committee is working with Enrollment Services on revising petition forms. They are also working on revising the Academic Integrity Policy and the Appeals Process.

Adjunct Affairs Committee - Judy Perkin

The Committee is updating their website. They are inviting adjunct faculty to come to meetings of the Committee, so they can get information from them on their needs and concerns. They will be sending information out to the colleges on communications.

Budget Advisory Committee - Jeffrey Harrison

The Committee has reviewed the Academic Affairs budget. They are interested in researching areas about which faculty have concerns – faculty should contact them. Imeh Ebong will be attending their January meeting.

Campus Technology Committee - Dale Clifford/ Barbara Tuck

The Committee has been working on the design and development of a University proctored online testing center. They are currently considering possible sites for the center.

Faculty Affairs Committee - Chris Rasche

The Committee is dealing with one case of faculty misconduct. At their next meeting, they will be reviewing the work of the panel charged with investigating the case. The Committee also recently conducted a poll on providing departments with the option of using a 3-year window for the evaluation of research activity. 130 faculty members responded to the poll. 75% were in favor of the option. This information has been forwarded to the Union and the Administration for their use when they next negotiate on the Contract language having to do with annual evaluations. Faculty Commons usage rules and a question about moving to a faculty senate model are also on the Committee’s agenda.

Faculty Enhancement Committee - Richard Chant

The Committee reviewed 17 summer teaching grant applications. Their recommendations have been sent to Academic Affairs. Future goals of the Committee include developing a white paper on resources needed for faculty enhancement.
Nominations and Elections Committee - Cynthia Jordan/ Robert Frankel

The Committee is conducting an election for representatives to the Undergraduate Studies Council. CCEC has a nominee, but the position is not contested and, therefore, not on the ballot. Faculty may vote after the meeting and on Friday.

Research Committee - Kathaleen Bloom

The Committee reviewed 43 summer research grant applications. Their recommendations have been sent to Academic Affairs.

Strategic Planning Committee - Yemisi Bolumole

The Committee held two working sessions with Shawn Brayton and Tom Serwatka. The Committee proposed the condensing of 11 elements of the Strategic Plan to 6. The compromise was to cut the number of elements to 8 - quality faculty, quality staff, student learning, flagship programs, research and scholarship, community connections, stewardship of fiscal and physical resources, and student focus.

Support Services Committee - Rama Rao

The Committee met with the Director of Environmental Concerns & Safety. They discussed poor lighting, movement of carts, slippery floors, and the lack of room in classrooms for students and all their backpacks. They also met with the Dean of the Library to discuss Library acquisitions. The Library would like more involvement of departments in recommendations for acquisitions. They need departments to include funds in proposals for new courses and new programs. The Committee asked that the Library follow-up on a FA resolution supporting additional funding for databases.

Executive Committee - Kathy Robinson

Next meeting will be December 12, 2006, at 12:15 p.m., in the Faculty Commons.

V. SPECIAL REPORTS
President - John Delaney

Absent and no report.

Legislative Liaison Report - Janet Owen
Absent and no report.

United Faculty of Florida - Cheryl Frohlich

As departments finish the development of bylaws with respect to terms and conditions of employment, they can have them posted on the UFF website, as examples. UFF is looking at a Dec/Jan deadline for getting all bylaws in. The Administration and UFF must both approve them. If they are not approved, they are subject to bargaining. The Union is happy to give feedback on their expectations for bylaws. The Union appreciated the vote in favor of a 3-year window for the evaluation of research. This is something they had on the table, when the Contract was first negotiated.

VI. QUESTIONS AND RESPONSES

The following anonymous questions were posed for the President, who was not in attendance:

Does UNF have plans to add football?
Tom Serwatka responded, no.

Have any significant donors expressed an interest in supporting football?
Pierre Allaire responded, no.

What is Nat Glover's title (Special Advisor to the President), is he part- or fulltime (part-time), where is he housed (in Student Affairs), who is paying his salary (the University), and what is his salary (I don't know)?
Tom Serwatka provided the responses.

Do you [the President] have any plans to promote someone from Assistant Professor to Associate Professor or from Associate Professor to Professor, without having them go through P&T?
Tom Serwatka responded that he thought not.

What is rationale for charging the same fee for those who audit a course?
Tom Serwatka responded that the Auxiliary Oversight Committee would have to look into this.

VII. LEGISLATIVE ITEMS

Agenda Item #1 - FA 06-43: Submitted by the Academic Programs Committee APPROVED
College of Arts and Sciences
Economics and Geography (1 item – APC 3) Degree is BA, not BBA as printed.
Art and Design (22 items – APC 1, 2, & 3)
Biology (19 items – APC 1, 2, & 3)
Communication (19 items – APC 1, 2, & 3)
Criminology and Criminal Justice (6 items – APC 1, 2, & 3)
Mathematics and Statistics (1 item – APC 1)
Music (2 items – APC 1 & 3)
Political Science and Public Administration (11 items – APC 1, 2, & 3)
Psychology (7 items – APC 1, 2, & 3)
Sociology and Anthropology (2 items – APC 1 & 3)

**Graduate**

Criminology and Criminal Justice (11 items – APC 1, 2, & 3)
Psychology (2 items – APC 1 & 3)
Sociology and Anthropology (1 item – APC 3)

**Agenda Item #2 - FA 06-44: Submitted by the Academic Programs Committee**
APPROVED
Coggin College of Business

Undergraduate
Accounting & Finance (16 items - APC 2 & 3)
Marketing & Logistics (3 items - APC 2 & 3)

Graduate
Accounting & Finance (17 items - APC 2 & 3)
Management (6 items - APC 1 & 3)

**Agenda Item #3 - FA 06-45: Submitted by the Academic Programs Committee**
APPROVED
College of Computing, Engineering, and Construction

Undergraduate
School of Computing (1 item – APC 2)
School of Engineering – Electrical (3 items – APC 1, 2, & 3)

**Agenda Item #4 - FA 06-46: Submitted by the Academic Programs Committee**
APPROVED
College of Education and Human Services

Undergraduate
Childhood Education (2 items – APC 3)
Exceptional Student and Deaf Education (9 items – APC 1, 2, & 3)
Leadership, Counseling and Instructional Technology (9 items – APC 1, 2, & 3)

Graduate
Childhood Education (1 item – APC 1)
Leadership, Counseling, and Instructional Technology (4 items – APC 2 & 3)

**Agenda Item #5 - FA 06-47: Submitted by the Academic Programs Committee**
APPROVED
Brooks College of Health

Undergraduate
Public Health (4 items – APC 2 & 3)

Graduate
Public Health (2 items – APC 2 & 1)

**Agenda Item #6 - FA 06-48: Submitted by the Academic Programs Committee**
APPROVED
College of Education and Human Services
Department of Exceptional Student and Deaf Education
New Degree Program Request: Bachelor’s of Science, Sign Language Interpreting
Agenda Item #7 - FA 06-49: Submitted by the Academic Standards Committee
APPROVED
Recognition of Latin Honors Distinction for Graduates

VIII. INFORMATION ITEMS
1. Results of Election for the Nominations and Elections Committee
2. Special Election of Undergraduate Studies Council

IX. ADJOURNMENT

Meeting adjourned at 12:55 p.m

Respectfully submitted,

Judith L. Solano (Ex-Officer, Past Faculty Association President [2003-2006])

---

Copyright ©2010 University of North Florida. All Rights Reserved. Questions, Comments, Suggestions Modified: May 31, 2011
FACULTY ASSOCIATION MEETING
Minutes of Meeting
June 7, 2007

I. CALL TO ORDER

The meeting was called to order at 12:47 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES

A motion was made to approve the minutes by Judy Solano. The minutes of May 10, 2007 were approved and posted on the website.

III. ANNOUNCEMENTS

Five Percent Tuition Increase

From Chip Klostermeyer: A number of editorials have appeared in state newspapers questioning if the Governor’s veto of the 5% tuition increase was legal. Community colleges had presented only one amount, their proposed tuition rate which reflected the increase. The Governor’s veto to that item effectively removed all tuition for community colleges. The Legislature may fix this problem during the special session so that community colleges are able to charge tuition. The Governor slashed only one of the two tuition amounts presented by Universities leaving the current tuition level after the veto of the increase. Given that Florida’s tuition is the lowest in the nation and FTE is expected to increase every year, we are attempting to do more with less. Newspapers have called on the BOG to challenge the legality of the governor’s veto. There may be other options for the BOG to pursue. It may take a month or more to resolve.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

The Committee has heard no news on work flow system. There is one Agenda item today.

Academic Standards Committee - Diane Tanner

The committee has not met since the last Faculty Association meeting. The next meeting is scheduled for June 15, 10 AM in 42/2004 with two guests.
attending: David Fenner and Jim Owen. Items on the Committee's next meeting agenda include: Pre-req's for transient students, 3 graduate council proposals, another look at the time periods Academic Misconduct Policy, Grade forgiveness and term forgiveness policies, election of a new chair for 2007-2008.

**Adjunct Affairs Committee - Judy Perkin**

No Report

**Budget Advisory Committee - Jeffrey Harrison**

The committee met May 23 and discussed the Florida Budget. Jeffrey Harrison was re-elected as chair. The next meeting is scheduled for July 18 at 12 noon in the Brooks College of Health.

**Campus Technology Committee - Dale Clifford/ Barbara Tuck**

The Committee elected Kathy Brown as the new chair. The Committee discussed the question about whether administrators and supervisors have ready access to emails. Kathy Hughes pointed out that ITS does not just ‘give’ access when requested. Approval must go through a policy. The Committee is recommending that the question be forwarded concerning how the permission actually happens to give requests to those who wish to look at our email.

**Faculty Affairs Committee - Chris Rasche**

The committee met without the chair, so no business was transacted.

**Faculty Enhancement Committee - Richard Chant**

The Committee members along with David Fenner comprise the OFE Director Search Committee. They met June 1 to receive the charge from David Jaffee and to review the EOC regulations. The position is posted. The next meeting is July 13 in the OFE library.

**Nominations and Elections Committee - Robert Frankel**

No Report

**Research Committee - Layne Wallace for Kathaleen Bloom**
No Report

**Strategic Planning Committee - Yemisi Bolumole**

No Report

**Support Services Committee - Rama Rao (Delivered via email)**

Committee met on May 21. Dr. El-Safty will be the chair of the committee next year and Pam Hnyla will be the secretary.

**Executive Committee - Kathy Robinson**

The Committee met and set the agenda for this meeting. The next meeting will be June 19, 2007 at 12:45 p.m. in the new FA conference room.

### V. SPECIAL REPORTS

**Judy Solano - Tallahassee Issues**

Judy Solano, vice chair of the State-wide Advisory Council of Faculty Senates, consisting of current and past presidents of institutional faculty governing bodies, presented an overview of last week’s meeting with the chancellor. Discussions centered on budgets, vetoes, challenges, etc. The Chancellor perceives that budgeting will shift from an input to an output model. There was $8.5M on the table for performance funding measures to be awarded to Universities under an output model based on 2005-2006 production. A model was created based on bachelors degrees awarded. The model consisted of a number of tiers in which points would be awarded for output. The first tier would award one point for each degree awarded. Degrees awarded to native students received additional points as follows: For each student that finished within 4 years, the University would receive 4 points; graduates within 5 years, earned 2 points; and within 6 years, 1 point would be awarded. Additional points would be awarded for AA transfers giving 4 points for each student that graduates within 2 years or less, 2 points for each that graduates within 3 years; and one point if within 4 years. Other points would be awarded for critical need areas such as education and health professions, and additional points if the degree is within 110% of hours required for the program. UNF’s share would be 5.3% of total points giving UNF about $452K of the $8.5M. The model is structured to reward big Universities for being large, and includes a number of factors not within our control such as transfer student completion.

The $8.5M amount was in the budget until the last second and then it got pulled out. Because the item is predicted to be in the next funding session, the Chancellor is looking for input in creating a model that is fair. Larry Able (FSU Provost) is pushing to approve a test to measure student learning. If a test is incorporated, it will likely affect funding. The Chancellor wants to add ‘student learning’ into the model. If faculty have ideas, send to Judy Solano or Chip Klostermeyer.
UNF President - John Delaney
Not Present

Legislative Liaison Report - Janet Owen

Output Model: Senator Evelyn Lynn from Ormond Beach, chair of the Appropriations Committee, created the model presented by Judy Solano. Lynn had served on a national conference and created this model based on her visions of ‘access, affordability, accountability’. The budgeted amount started at $30M and was dropped to $8.5M due to the low ratings it received from State Universities. Janet calls this the ‘size-matters initiative.’ This proposal will be back in the House next year. The BOG meeting will be held next week to discuss this model.

Freshman Health Insurance: BOG will discuss whether freshman must have health insurance as a mandatory admissions factor.

Center of Excellence Funding: $100M was appropriated for Centers of Excellence. Only 2 centers have been funded so far. Criteria will be established. Normally we have not been able to compete based on size.

Tuition: Community colleges had only one number in the budget. Universities had two amounts, the current and proposed.

Property taxes proposal will be discussed next week in a special session.

Bills: The Governor does not have Governance Bill and the Differential Tuition bill. He said he will veto the Differential Tuition bill.

Retirement: Shapiro asked about retirement rule changes. Janet responded that one can now make a one time jump from the ORP program to State retirement.

United Faculty of Florida - Henry Thomas

No Report

VI. QUESTIONS AND RESPONSES

Questions To the President/Provost:
Given the importance based on accountability, would you be willing to allow an annual evaluation of the Office of Research and Sponsored programs to be completed by the faculty and chairs and deans?
Mark Workman responded: Yes. He would allow this.

The provost and Dean Daniel stated that their intension was to support a move of only the K-12 music education program. Why are no other programs supported? Have any efforts been able to validate faculty inclusion in the decision?

Mark Workman’s response: Discussions of moving the K-12 Music education program have been going on for years. There has been significant faculty involvement throughout this time period. One other factor is the single digit number of majors in this program. Around the state, other Universities have 50-60 majors or more housed in their Music Departments. The reason this issue arose again is because one faculty member that has taught in this program is retiring and the other faculty member in that department will retire in a couple of years. The conversation is not over. The Provost will respond in writing if further response is necessary. Chip will forward the question to the Provost.

Question to Provost Mark Workman:
Steve Shapiro: Yesterday’s editorial in the Times Union implies the president has been misquoted again in the Times Union. Steve would like the President and Vice President to present their views. Mark Workman responded: that we need to bring this in alignment with the direction of the University. He will let the President provide his own response. Mark stated we could expect clarification in the near future.

VII. LEGISLATIVE ITEMS

Agenda Item # 1-FA 07-23: Submitted by the Academic Programs Committee
CCEC – (School of Computing): New Courses & Course of Changes

A motion to approve made by Jan Bosnick.
Item passed.

VIII. INFORMATION ITEMS

1.) Definitions of "Course Equates/Replaces" & "Cross-listing"

IX. ADJOURNMENT

The meeting was adjourned at 1:23 p.m.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:15

II. APPROVAL OF THE MINUTES

The minutes of the December 7, 2006 meeting were approved as distributed on the web.

III. ANNOUNCEMENTS

Chip Klostermeyer extended a warm welcome to the group for the new year. He also reminded everyone that the nominations window is opened for the Distinguished Professor, the Outstanding Scholarship and Outstanding service awards. The deadline is January 18th at 5:00. He urged everyone to get the nominations in by next Thursday.

Michael Quasak was introduced as a new library faculty.

Matilda Anderson, Community Representative from the American Cancer Society presented on Relay for Life. She stated that through their efforts of research, advocacy and service, the American Cancer Society (ACS) reaches out to every portion of the population in order to find a cure and to help those who have been diagnosed with cancer. ACS is doing profound work and is reaching every aspect of society. Currently ACS is planning Relay for Life at UNF which is a signature fundraising activity that provides for a good portion of their income. It allows them to provide opportunity for those who are trying to find a cure for cancer. This year, she is reaching out to faculty and staff to get everyone as involved as possible and get their endorsements. She is requesting that faculty join her in this effort for Relay for Life by forming a team or encouraging students to form a team, or simply getting the word out about the event. They will also be celebrating cancer survivors. The Relay for Life event will be held on March 30 and 31. Send her an email with any questions about ACS.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick
The committee met on Jan. 11. They had eight APC forms. They are redoing their website to make it more process orientated.

**Academic Standards Committee - Diane Tanner (Judy Solano)**

The committee met on Dec. 8 and reviewed the academic appeals process to make it more user friendly. They had some revisions to the Academic and Integrity code and Process code of Appeals and issues dealing with the violations of that code. Other issues included questions of appealing grades that are unrelated to academic conduct and issues related to other policies and procedures. They have also been working more closely with enrollment services for the different forms for extending university deadlines and to make sense out of the forms and policy and procedures. The next meeting will be held on Jan. 22 at 8:30 a.m., in Building 42, Room 2004.

Chip Klostermeyer stated that all relevant updated policies and regulations are on the Faculty Association web page (the Faculty Handbook is out of date!)

**Adjunct Affairs Committee - Judy Perkin**

The committee established a meeting schedule and will be meeting on Jan. 31, from 3:00-4:00, in Building 39.

**Budget Advisory Committee - Jeffrey Harrison**

The committee will be meeting on Wed. Jan. 30. Dr. Ebong will be attending the meeting and discussing research activities at UNF. The rates for faculty course overloads have increased.

**Campus Technology Committee - Dale Clifford**

The committee will be meeting on Monday Jan. 22 at 10:00am. They will have a representative from the general counselor’s office to talk about CALLIA—which has to do with homeland security department efforts to be sure that people do not abuse our computers. It may involve some serious changes to wireless on campus. She will keep everyone informed on this issue. She also stated that faculty now has photo class lists for the students. Go to my Wings and go the class detailed list. The internal phone book also has photos of faculty. Call ID office if you do not want your photo published.

**Faculty Affairs Committee - Chris Rasche**

The committee met on Dec. 13. They affirmed that the Intellectual Property policy now does include a statement that covers out of unit faculty. They also affirmed that the panel convened to investigate a faculty misconduct case did a thorough job, and concluded the faculty member had in fact committed
plagiarism. The case was forwarded to the provost’s office. They also talked about the annual evaluation guidelines and forwarded the results of the survey to the union and Academic Affairs. They discussed the evaluative terms that are somewhat at odds in the contract. They passed an action item on the usage of the commons and will have the item for next month. They plan future discussion on the merits of a faculty senate or whether we should continue as a direct democracy. They also discussed the signature line for department chairs on the awards forms affirming the accuracy of the candidates’ award application and resolved the line should be deleted, as it is the applicant’s responsibility to attest to the accuracy of the application. The next meeting is scheduled on Jan 18, 12:15, in 51/2121.

**Faculty Enhancement Committee - Richard Chant**

The committee met this past Monday on January 8. The meeting focused primarily on two areas:

1.) The sponsorship of workshops and seminars by committee members targeting needs of faculty for this spring and next fall. Topics for workshops planned or in the planning stages include teaching large classes, teaching hybrid courses, dealing with plagiarism, tools for organizing projects, and support for new faculty.

2.) The second part of the meeting was used for the continued development of a white paper focused on increased support for the Office of Faculty Enhancement. To date, committee members have collected and reviewed data regarding the historical framework of OFE and CIRT and have compared UNF’s OFE budget and staffing resources with other institutions. In addition, the committee has reviewed the OFE director’s responsibilities to determine the category of the responsibility, be it teaching, research, service, or administration and to establish the amount of time needed to successfully complete each responsibility. The committee members will use this information to guide the paper development.

The next meeting is scheduled for Monday, February 12 at 2 PM in the OFE Library.

**Nominations and Elections Committee - Cynthia Jordan/ Robert Frankel**

The committee met in December to tally ballots for the election for the Undergraduate Studies Council. Robert will be contacting members to set up the next meeting.

**Research Committee - Kathaleen Bloom**

No report

**Strategic Planning Committee - Yemisi Bolumole**

The committee meets twice a month. The last meeting was on Dec. 14. They
are now in the third stage of discussions regarding revisions to the strategic plan. The next meeting is scheduled for Thursday, Jan. 25, at 10:30.

Support Services Committee - Rama Rao

There was no report. The next meeting is scheduled for Jan. 25, at 12:15.

Chip Klostermeyer stated that he met with the Dean of the library to give some information on ways to facilitate more faculty involvement in the book acquisitions process.

Executive Committee - Kathy Robinson

The committee met last month to establish the agenda for today’s meeting. They will be meeting next Tuesday at 12:15, in the Commons.

Chip Klostermeyer stated that the Promotion and Tenure Committee have met to evaluate dossiers. They have 18 dossiers for promotion to Associate, 17 of those with tenure, 1 for tenure alone, and 9 for promotions to full professor. A comment was made on the importance of junior faculty becoming more involved in university service and the crucial role they play in governance.

V. SPECIAL REPORTS

Faculty was reminded of ‘Coffee with Delaney’ meeting on Jan. 22, at 9:00 in the Faculty Commons.

United Faculty of Florida - Shira Schwam-Baird

Nothing to report other than the ongoing process of bylaws approval.

VI. QUESTIONS AND RESPONSES

To Shari Shuman:
Why must faculty spend five or six hours to activate their keys during the five busiest days of the semester?
Answer: They have expanded the locksmith hours and changed personnel. She will look into it. There was further discussion on security related issues.

Question (to Shari Shuman and Kathy Hughes):
Why are electronic podiums in some classrooms opened and others are locked? Answer: They will continue to look at that.

Question (from Ellie Scheirer):
Given that faculty did not have the opportunity to evaluate administrators in 2005-2006, what plans are in place for such evaluations to take place?
Answer: Dr. Workman stated that they are in the process of developing a much more effective assessment of evaluating Chairs, Deans, Provost and other academic personnel. They will be coming out with a new improved version soon.
Kathy Robinson  
In Sept. there will be a report about the possibility of spreading a nine month salary over a 12 month period.  
The report is that this coming spring –March Month faculty march-may will be able to opt for a nine month salary over 12 months. They will have to remain in that status for that 12 month period. They could opt out if they wanted to over the next enrollment cycle. They will get information out for people to check whether or not they want to pursue that option.

VII. LEGISLATIVE ITEMS

Agenda Item #1 - FA 07-01: Submitted by the Research Committee  
Faculty Association Bylaws Amendment: First Reading. The Charge of Research Committee.

President Chip Klostermeyer:  
The spirit of the change was just to update the charge of the Research committee to meet with the appropriate administrators. Dr. Ebong has been bought on campus and the intention was to update those titles but there was an error. The correct titles and the last sentence should be: And shall be advisory to the Assistant Vice President for Research and to the Director of the Office Research and Sponsored Programs. Next month it will come up for a vote.

VIII. INFORMATION ITEMS

1.) The Winners of the Special Elections for the Undergraduate Studies Council

2.) Parking rates By FA President, Chip Klostermeyer:  
There will be a Board of Trustees meeting in two weeks. It is likely that the new parking rates will be approved. Some of the categories have slightly increases and some decreases. The plan is to have the prices be stable for the next five years. That depends on various economic factors. There is a report on the shuttle service. The students will to decide on how much in additional fees they will be willing to pay for the shuttle service.

3.) An excellent Board member, Steve Halverson, has resigned from the board. The Board will be meeting in two weeks to discuss potential new Board members.

IX. ADJOURNMENT

The meeting was adjourned at 1:00.

Respectfully submitted,

____________________________________
Edwidge Bryant, Secretary
I. CALL TO ORDER

The meeting was called to order at 12:49 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES

A motion to approve the minutes was made by Chris Rasche. The minutes of June 7, 2007 were approved.

III. ANNOUNCEMENTS

The Library is introducing Courtenay McLeland, the new Governmental Documents Librarian. Agenda item 1 is being withdrawn. From Chip Klostermeyer: Links to Faculty handbook updated and can be found on Faculty Association web page.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

No report.

Academic Standards Committee - Diane Tanner

The committee met June 15. David Fenner met with the Committee to revise the agenda items from the Graduate Council. The Committee made a time period change to its previously submitted Academic Misconduct Policy and Appeals agenda item and is submitting the revised policy today. The Committee is soliciting nominations via email for a new chair for 2007-2008. No meeting is scheduled for July unless new business arises.

Adjunct Affairs Committee - Judy Perkin
No report.

**Budget Advisory Committee - Jeffrey Harrison**

The committee did not meet in June. The next meeting is scheduled for July 18 to look at Judy Solano’s presentation recap of the University Incentive Program from the State-wide Advisory Council of Faculty Senate’s meeting with the chancellor.

**Campus Technology Committee - Dale Clifford/ Barbara Tuck**

No report.

**Faculty Affairs Committee - Chris Rasche**

The committee met June 14. The committee will meet again on July 12. The Committee discussed evaluations of academic administrators. A letter will be sent to President Delaney concerning this issue. The committee discussed electronic ISQs. The committee’s action item has been withdrawn pending further research concerning what other schools are doing. The Distinguished Professor award and Outstanding Research Award criteria were discussed. The committee decided to leave the criteria alone. The next meeting will include discussion on the role of service in the tenure and promotion process.

**Faculty Enhancement Committee - Richard Chant**

The Committee is functioning as the research committee for the Director of Faculty Enhancement. There are 15 applicants. Next meeting is July 15.

**Nominations and Elections Committee - Robert Frankel**

No report.

**Research Committee - Kathaleen Bloom**

No Report

**Strategic Planning Committee - Yemisi Bolumole**

No Report
Support Services Committee - Rama Rao

No report.

Executive Committee - Kathy Robinson

The Committee met and set the agenda for this meeting. No meeting is scheduled for July. The next meeting will be August 21, 2007 at 12:15 p.m. in the FA conference room.

V. SPECIAL REPORTS

UNF President - President John Delaney

President Delaney hopes everyone received his response to Steve Shapiro’s question relating to the letter he sent to the Times Union at the last FA meeting concerning the editorial in which the President was misquoted. During the next academic year, the President hopes to begin some dialogues to sharpen the definition of the mission. Much of the dialogue in Tallahassee has concerned the research Universities. The President wants to change the attitude concerning the extra fee for research Universities. Current discussions in Tallahassee are usually related to research universities. Students are paying a premium to attend a research environment

Budget issues:

Academic enhancement fee and increase in tuition. Governor vetoed the tuition increase which consisted of 1% of the budget. The President’s suggestion is for the BOG to take over the tuition part of the budget. The day before the vote, the governor summoned the University presidents to Tallahassee. University of Florida had built its budget with the budget increase and the additional fee included. The Governor signaled he was not in opposition of an increase, and he wanted to prove his support for higher education. He stated he would do this with extra funding from general revenue. The governor stated he would sign the enhancement fee and consider its expansion to the rest of the state.

Within 48 hours, he declared economic emergency his mind. A four percent budget cut is on the agenda, based on total revenue excluding the tuition portion netting to a 3% cut to our budget. The Governor wants universities to submit a 10% budget cut. Currently UNF budgets a 3% annual reserve just in case. The next year or two in State of Florida does not look good. The President will work through how to deal with these budget cuts during the next few weeks. There is no classroom impact anticipated. UNF has built its budget to accommodate the 5% cut in anticipation. Another meeting to consider a spring semester increase is planned. Delaney thinks we have enough cushion built in to make it work.

Chip Klostermeyer stated a law suit will be filed soon stating the Legislature has no authority to set tuition.
Question from Verna Verbanski: Is a hiring freeze anticipated?

President Delaney’s response: A hiring slow down or travel slow down may occur, but no freeze is anticipated.

Question from Ellie Scheirer: Are any callbacks anticipated (in light of previous multiple callbacks in the past)?

President Delaney’s response: The President stated he didn’t think so unless hurricanes or terrorist act occurs. He thinks that cuts beyond 3-4% will be felt considerably.

Legislative Liaison Report - Janet Owen
No report.

United Faculty of Florida - Henry Thomas
No report.

VI. QUESTIONS AND RESPONSES

Question: What is happening in Athletics? Has Richard Gropper been assigned to raise $80M?
Response: President Delaney is tweaking that structure. A chief of staff has been hired to help with the day to day operations.

VII. LEGISLATIVE ITEMS

Agenda Item# 1 - FA 07-24: Submitted by the Executive Committee
No Confidence Vote
Withdrawn from the agenda.

Agenda Item# 2 - FA 07-25: Submitted by the Academic Standards Committee
Academic Integrity code and Academic Misconduct Policies
A replacement to the agenda item was distributed during the meeting due.

Question asked by Scott Hochwald: Is the 20 days given the chairperson the time period in which the meeting must be set?
Answer by Diane Tanner: Yes. The meeting does not have to occur within the 20 days. A motion to approve made by Diane Tanner.
Item passed.

Agenda Item# 3 - FA 07-26: Submitted by the Academic Standards Committee
Graduate Program Course Level Policy
David Fenner explained the item.
A motion to approve made by Diane Tanner.
Item passed.

Agenda Item# 4 - FA 07-27: Submitted by the Academic Standards Committee
Graduate Transfer Credit Policy
David Fenner explained the item.
A motion to approve made by Diane Tanner.
Item passed.

**Question from Scott Hochwald:** Is this within SACS guidelines?
**Response from David Fenner:** SACS allows up to 40% of hours to be transferred in.

**Agenda Item# 5 - FA 07-28: Submitted by the Academic Standards Committee Credit Earned as a Post-Baccalaureate - Up to 10 Hours**
David Fenner explained the item.
A motion to approve made by Diane Tanner.
Item passed.

**Agenda Item# 6 - FA 07-28: Submitted by the Academic Standards Committee Graduate Program “Independent Learning” Policy**
David Fenner explained the item.
A motion to approve made by Diane Tanner.
Item passed.

**Judy Solano asked if we had a quorum. We do not have a quorum.**

**VIII. INFORMATION ITEMS**

1.) Suggested for Inclusion on Syllabi – Accommodations
   **Question from Chris Rasche:** Is this the final version?
   **Response:** Yes.
   **Comment from Chris Rasche:** There is no phone number or contact information.
2) She suggested revised wording to add this.
3) Faculty Association 2007-08 Schedule
4) Academic Programs Committee 2007-08 Schedule
   University Matriculation Calendar 2007-2008 *(Subject to change)*
   *(Not included in packet, please check on FA website under Schedules or Hotline.)*

**IX. ADJOURNMENT**

Chip Klostermeyer adjourned the meeting at 1:19 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
I.  CALL TO ORDER

President Chip Klostermeyer called the meeting to order at 12:15.

II. APPROVAL OF THE MINUTES

The minutes of the January 11, 2007 meeting were approved as distributed on the web.

III. ANNOUNCEMENTS

1. QEP—Steve Paulson, chair of this committee of having 30-40 members. QEP is part of the SACS re-accreditation process. He and his committee are soliciting ideas from the university community, and then another group will develop topics from these ideas.

2. Caring Award/ Washington Internship Nominations —Maris Brien, Assistant Director of Scholarships, announced that nominations are being taken for this award. Hugh Jones spoke briefly about the importance of this award, as well as the Washington fellowship/internship, and passed out literature about the award. A student who has received the internship spoke briefly.

3. International Center for Peace—Oupa Seane, Director, (with Anna Linares and Chris Bender) requested faculty support for the Center’s diversity activities because attendance has not been good. He asked faculty to encourage their students to attend the programs, and passed out flyers.

4. Pappas Report—Chip Klostermeyer referred the group to the Faculty Association Hotline to read the report and to provide feedback. There is a link to the Board of Governors’ website with the thirty page report and summary, with analysis and recommendations.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Janet Bosnick

There was one agenda item for today. The committee met on Feb. 1st to
review 26 APCs. Shawn Brayton is reviewing programs. Fred Sudler from ITS gave a report on the progress of implementing the online APC process.

**Academic Standards Committee - Diane Tanner**

There was one agenda item for today. The committee met on Jan. 22 and 26 to look at the final draft of the petition process. The academic misconduct policy proposal is being reviewed by campus attorney Marc Snow.

**Adjunct Affairs Committee - Judy Perkin**

The committee has invited adjuncts to attend the committee meetings. The committee is working on a document to make adjunct information easily accessible, and has solicited help from the deans. The committee is starting a new project to look at adjunct utilization by each department. Adjuncts would like to purchase parking decals for designated spaces. The next meeting on Feb. 28 from 3pm to 4pm in 39/4 th floor conference room.

**Budget Advisory Committee - Jeffrey Harrison**

The committee met on Jan. 17. Vice President Imeh Ebong discussed his research activities. He would like to increase releases for research, and he has hired three research coordinators. He distributed a draft of the Indirect Cost policies. The next meeting will be on Feb. 14 at 12:30 in 39/4032B.

**Campus Technology Committee - Dale Clifford**

The committee met on Jan. 22. The committee talked with attorney Chris Wrenn and VP for ITS Lance Taylor about the impact of CALEA. No one seems to know if this federal ruling applies to universities and their networks, and if they have to comply with new wiretapping rules regarding electronic communications. Meetings will be held on the 4th Monday of each month.

**Faculty Affairs Committee - Steve Shapiro**

The committee has two agenda items. The committee met on January 18. The committee has another faculty misconduct case to consider. The next meeting will be on Feb. 8 at 12:15 in 51/2121.

**Faculty Enhancement Committee - Richard Chant**

The committee did not meet in January. The next meeting will be on Feb. 12 at 2:00 p.m.
Nominations and Elections Committee - Lee Richardson

Information item for elections can be found in today’s agenda.

Research Committee - Kathaleen Bloom

The committee has one agenda item. The committee met on Jan. 29. The committee is examining the process of requesting research grants, and formulating feedback. The committee will meet on Feb. 26 at noon in 39/2026.

Strategic Planning Committee - Yemisi Bolumole

The committee met on Jan. 25. They finalized the draft document for open hearings. The committee has two information items in today’s agenda. The Next meeting will be on Feb. 8 at 10:30 in 42/2126.

Support Services Committee - Rama Rao

The committee met on Jan. 25. Director of Auxiliary Services Vince Smyth discussed plans for a new smart ID card system. Committee members commented on the high cost of the campus print shop, and that it is losing money. Chartwells is installing a dirty dish conveyor in the cafeteria. The next meeting will be on Feb. 22 at 1:30 in the Faculty Association portable.

Executive Committee - Kathy Robinson

No report.

V. SPECIAL REPORTS

Promotion and Tenure Committee — Betty Furdell

There were 28 applications, 21 to Associate Professor; the committee recommended 24 applications, 22 of them unanimously. The letters to the applicants, with copies to the Provost, have been sent. On Feb. 9 the committee will meet with the Provost. The committee is looking for suggestions to improve the process.

UNF President - John Delaney (absent)

Legislative Liaison Report - Janet Owen (absent)

United Faculty of Florida - Cheryl Frohlich

will hold chapter elections in March; faculty should contact her or Shira if interested. A bargaining date has not been set yet. The new contract is
VI. QUESTIONS AND RESPONSES

There was a question regarding P&T
Betty Furdell or the Provost will respond in writing.

What are the members’ term limits on the IRB?
The question was referred to the Provost who acknowledged that term limits have not been watched as closely as they should and that he intends to be more vigilant.

Pat Plumlee asked what CALEA was?
Dale Clifford responded that it is a federal regulation requiring that a provider must be prepared to give the feds a log of electronic communication of individuals using a network. Its affect would be to restrict access to campus computers and wireless networks.

VII. LEGISLATIVE ITEMS

Agenda Item # 1-FA 07-01: Submitted by the Research Committee
Faculty Association Bylaws Amendment: Second Reading
Article VI: Standing Committees
Section 4: I.
There was no discussion. The item was moved. The item passed.

Agenda Item # 2-FA 07-02: Submitted by the Academic Programs Committee
College of Arts and Sciences
Graduate – Political Science and Public Administration
There was no discussion. The item was moved. The item passed.

Agenda Item # 3-FA 07-03: Submitted by the Faculty Affairs Committee
Revision of Rule #4 for the Faculty Commons Usage

Shira Schwam-Baird asked if it would exclude certain faculty events like elections, coffee with Delaney, etc. Chip Klostermeyer pointed out that this is not a policy change, but that elections do not monopolize the commons and thus are an appropriate use of the commons. Judy Solano commented that faculty have tended to avoid the Commons if large groups are in there. Mary Borg stated that the Commons should be used for groups. Jace Hargis said that the proposal changes responsibility for the Commons. Shira Schwam-Baird proposed an amendment allowing groups to schedule activities that are completely open to all faculty, such as coffee with Delaney. Amendment failed. Item passed as written.

Agenda Item # 4 -FA 07-04: Submitted by the Faculty Affairs Committee
Chairperson’s Signature for the Faculty Awards
There was no discussion. The item was moved. The item passed.
VIII. INFORMATION ITEMS

1.) Faculty Association Standing and University Committees
2.) UNF Strategic Plan Revision Proposal
3.) Workshop - Hearing Sessions Proposal

IX. ADJOURNMENT

The meeting was adjourned at 1:05 p.m.

Respectfully submitted,

_______________________
Kathleen Cohen