## Minutes of Faculty Association Meetings
### 2007-2008

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I. CALL TO ORDER

The meeting was called to order at 12:17 p.m. by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES - January 10, 2008 (2 minutes)

A motion to approve the minutes was made by Kathy Robinson. The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

Nominations for Faculty Association officers will be taken from the floor today.

Nominations for Faculty Association committees and University committees will be taken from the floor at the February FA meeting.

The administration promised to approve a $5 addition to the parking stipend for all faculty and staff to cover the $5 increase in annual parking permit fees scheduled to take effect for the 2008-2009 Academic Year.

There will be a meeting regarding the proposed split of the Chemistry and Physics departments on February 20th at 11:45 AM in 50/2600.

On February 26 at noon, a brown bag lunch with the Provost will be held with a discussion of the voluntary system of accountability. More information will be sent out on the voluntary system shortly. Lunch will be provided.

The first item in the agenda packet is a letter of concern from the Executive Committee to the Provost concerning the advising controversy. The response from the Provost is posted on FA website and addresses two concerns. A plan to establish undergraduate coordinators for each major was approved by the Undergraduate Studies Council and will move forward as funding and volunteer coordinators are available. The second issue is a pre-proposal to centralize advising. This will be referred to the Undergraduate Studies Council to determine the best way to improve advising.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)
Academic Programs Committee - Arturo Sánchez-Ruíz

The Committee met today and processed APC requests. There are no APC legislative items on today’s FA agenda.

Academic Standards Committee - Marcia Lamkin

The meeting scheduled for January meeting had no quorum. The next meeting is scheduled for Friday, February 8 at 10:00 AM.

Adjunct Affairs Committee - Joe Flowers

No report.

Budget Advisory Committee - Jeffery Harrison

The Committee met on January 23 with Joann Campbell concerning the $1.9 million budget cut this year. Of this amount, $750,000 was cut in Academic Affairs. However, there were no cuts in faculty travel or summer grants. The bad news is that the March legislative sessions may bring another round of cuts. Joann will meet with the Committee again in April or May to discuss probable further cuts. The next meeting is scheduled for February 20 during which the Committee will discuss the budget impact on other universities in Florida.

Campus Technology Committee - Kathy Brown

The Committee met on January 28. Dmitriy Bond, from ITS, presented some information on the portal and changes scheduled to be made to it. The committee will meet again on February 25.

Faculty Affairs Committee - Chris Rasche

The Committee met last month and continued academic misconduct discussions. The next meeting will be February 8 at noon with a discussion of how to revise the policy and procedures for academic misconduct cases.

Faculty Enhancement Committee - Gordon Rakita

The Committee met on February 4 and March 3. Committee business included discussions with David Jaffee on the recruitment of a permanent director of OFE. The search for the permanent director resulted in a small candidate pool. Given that the current budget is tight, the Committee recommended to David Jaffee to freeze the search and extend the interim director position which is currently held by Dan Richard.
Nominations and Elections Committee - Mina Baliamoune for Russell Turney

The Committee solicited additional nominations from the floor at the next Faculty Association meeting. Current nominees are:

   President – Katherine Robinson  
   Vice President – Elinor Scheirer

Given that no additional nominees were put forward, nominations were closed.

Research Committee - Kathaleen Bloom

The next meeting is scheduled for February 25 at 10 a.m. with Dr. Ebong.

Strategic Planning Committee - Ellie Scheirer for Yemisi Bolumole

The meeting scheduled for January 18 was cancelled. The Committee has one item on today’s agenda concerning a slight rewording of the bylaws.

Support Services Committee - Adel El-Safty

No report.

Executive Committee - Katherine Robinson

The Committee met to set the agenda for today’s Faculty Association meeting. A great deal of discussion occurred relating to the advising issues addressed earlier in this meeting. A letter to the Provost is included in today’s Faculty Association packet.

V. SPECIAL REPORTS  (10 minutes)

Legislative Liaison Report - Janet Owen

The October special session generated a 3.6% budget cut which translates to a 2.9% cut of UNF’s budget. The State is holding about 3.8% in anticipation of further cuts. The Governor’s budget is set at $70 billion. He found $2 billion by sweeping trust fund balances and $600M in enhanced lottery initiatives such as machines. There is also about $140M in the Seminole gaming compact. There are about $200 million in base-budget reductions. The State is not looking at the 2008-2009 budget yet, instead it is still trying to decide how much more to cut from 2007-2008. The good news is they are trying to minimize further cuts to higher education in that they are sensitive to the need for more degrees. The big key is when the turnaround will occur.

There is a lawsuit between BOG and the Legislature. The BOG filed its third amended complaint regarding an 8% increase they recommended. If this complaint does not stand on its own, the lawsuit is over.

The BOG passed a policy that enrollments will be equal to the number for which
Universities are funded.

Some bills have been filed which are causing the SUS playing defense...UCF has filed a bill requesting a huge tuition increase similar to the increase granted to UF and FSU.

Rep. Kravitz filed a bill again to prohibit us to use State funds for foreign students.

The Florida Legislature is looking at the statewide common course numbering system. When is articulation and accepting credits from other schools enough? For instance: Should a nursing degree from FCCJ bear the same weight as a degree from UNF?

The PECO budget is fine because funding comes from separate sources than that for operations.

**Question from Kathy Brown:** Do you have any opinion on the effect of the property taxes ballot item that passed?

**Response from Janet Owen:** No response.

**President John Delaney**

The property tax amendment 1 that passed will have impact on education given that it takes funding from higher education.

The Governor’s budget was incredible; however, the Legislature laughed at the governor’s budget, so it looks as if it will not pass. UNF has adjusted for our first cut and has adjusted for most of what is anticipation in terms of future cuts. The good news is there will probably be either no or very little academic cuts. Pay raises are not part of the budget. If a bigger cut is announced in March, announcements will be made.

The construction budget comes from a different income stream. UNF is on slate for the biggest PECO budget ever with the new biology building. The BCH wing will be opened this fall.

**United Faculty of Florida – Henry Thomas**

Henry Thomas gave a salute to President Delaney given we are in a superior position due to forward budget planning compared to other Universities in Florida.

The Indian casino is the price we must pay for the FSU mascot.

**Question from Chris Rasche:** What does that mean?

**Response from Henry Thomas:** Across the nation, universities have raised questions about the appropriateness of using Indian mascots. Florida has agreed that FSU can keep its mascot as part of the arrangement that Indians can keep their casinos, which is in effect, a cost for casino operations.

The UFF ratification vote will be held on February 12 and 13. The re-opener of the collective bargaining agreement negotiations has been completed. The elections will be from 10 to 4 p.m. The documents are posted on UFF’s web page.

**Promotion and Tenure Committee - Katherine Robinson**

The Committee held several meetings to discuss P&T dossiers and then met with the Provost for a briefing session. The reviews and results were:
20 candidates for promotion to associate professor and tenure – the committee gave a positive recommendation to all 20.

13 candidates for promotion to professor – the committee gave a positive recommendation to 10 and a negative recommendation to 3.

1 candidate for tenure only – the committee gave a positive recommendation.

**Campus Safety Advisory Council – Cynthia Nyquist-Battie**
As everyone has probably noted, there is a skateboard problem. This fall, some of the Committee members proposed a ban in campus core area. The students that sit on the committee were not in favor of a ban, so the UNFPD tried enforcement, however it has not worked. The SGA is supposed to mount a safety awareness program, but it has not yet been presented. Faculty should send suggestions on how to deal with this to Cindy Battie.

**Question from Dale Clifford:** Has anyone been hurt?
**Response from Cindy Battie:** There have been a couple of problems of skateboards going through plate glass windows. One police had to arrest an out of control skateboarder and put in jail. A number of near hits have occurred.

**Comment from Debra Murphy:** There is also a problem with students smoking in doorways, especially in the Fine Arts Building area. Some are polite and move when asked, but others do not. There are also incidents of people driving thru stop signs in parking garage. There could be greater awareness for a number of safety issues.

**Response from Cindy Battie:** The regulations related to smoking are rather vague while those related to skateboard can result in handling by the Police. The Committee had a role in getting the road by child care center closed and the new light by University center installed.

**Comment:** Directional arrows on lights are needed to prevent traffic accidents as well.

**Comment from Mina Baliamoune:** Eight years ago issues such as these were not an issue. We must think about new policies as changes occur.

**VI. QUESTIONS AND RESPONSES (10 minutes)**

**Question from Dale Clifford:** Two years ago, Dale asked if Building 8 was considered to be a slum. Is VP Shuman aware of what a good job her crew did in remodeling Building 8, and would the rest of the faculty like to come and have a look at the work?

**Question from Scott Hochwald:** The first floor permit often has no spaces for those who have paid a premium to park there. What is going on?

**Response from Diane Tanner:** First floor parking spaces are sold in a ratio higher than the number of spaces available so a space is not
guaranteed. A number of the spaces have turned into reserved.

**Question from Mina Baliamoune:** I have a space in designated and often have trouble finding an available space to park in the Lot 2 designated area, why is there no towing? There seems to be more people with permits than assigned spaces. Ticketing doesn’t seem to work very well.

**Response from Chip Klostermeyer:** Parking services spends a lot of time trying to police illegal parkers and issue tickets. With a finite budget, they cannot station an attendant in each lot.

**Comment from Judy Solano:** There is also designated parking with empty spots behind Building 9.

**VII. LEGISLATIVE ITEMS** (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

**Agenda Item # 1 - FA 08-01 submitted by the Strategic Planning Committee**
Second Reading: By-Laws Revision and Committee Name Change Proposal
Kathy Robinson moved the item.
The item was passed.

**VIII. INFORMATION ITEMS**

I. Faculty Association Officers (2008-2010)
II. Faculty Association Standing and University Committees

**IX. ADJOURNMENT**

Chip Klostermeyer adjourned the meeting at 1:24 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
Faculty Association Meeting Minutes September 6, 2007

I. CALL TO ORDER

The meeting was called to order at 12:18 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES – July 5, 2007

A motion to approve the minutes was made by Steve Shapiro. The minutes were approved.

III. ANNOUNCEMENTS

Fall Convocation and Appreciation Picnic: The Fall Convocation will be held at 10:00 AM in Lazzarra Theater. President Delaney will give his State of University address and faculty awards will be given out. The faculty and staff picnic will follow at 11:30. A ticket is needed for the picnic.

Faculty Association New Faculty Luncheon: The luncheon will be held on October 9. A reminder will be sent out. New faculty are encouraged to attend.

John Frank, Peace Awareness Week: The Fine Arts Center is hosting a Peace Awareness week to be held the week of September 30 to October 6. There has been a three-year buildup to advance multicultural studies at UNF. A symposium will be held with 14 UNF faculty making presentations as well as 5 internationals. John Frank encourages faculty to visit the UNF Peace Awareness website (http://www.unf.edu/thefloridacenter/CTSymposium) and get involved.

Jeanne Middleton, Family Weekend: This is the 12th year of the UNF family weekend for students and their families. Faculty are asked to participate including the reception in the Faculty Commons on Friday, October 5.

Pierre Allaire, Institutional Advancement, Caring Awards: There are two recognitions under the Caring Award program: a Caring award for volunteer spirit among students, and a Caring internship in Washington, DC. Nicole McKnight, Health Science major, was introduced and recognized as last year’s Caring Award Recipient. The deadline to nominate a student this year is Friday, October 19. Nominations can be found on the UNF website. A luncheon
to celebrate the top 5 finalists will be held for the finalist and their respective nominators.

Rachel Bukanc, Asst. Director of University Conduct, Student Conduct Information: Faculty can refer students that exhibit disruptive behavior in classrooms can be referred to the University Conduct office. The campus counseling center is available on campus for students as well. A committee will work with student cases. An online reporting site will be available soon for faculty to refer or report students.

Another announcement from Chip Klostermeyer: The Alumni Association Board needs a faculty representative for the coming year to sit on its board. Any faculty member that is interested should inform Chip Klostermeyer.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Arturo Sanchez

The Committee met this morning and processed 25 APC forms. The Committee will be meeting regularly. The next meeting will be on Thursday, October 4 in the Faculty Association Meeting Room at the Honors Hall, Bldg 11/1130.

Academic Standards Committee - Judy Solano for Marcia Lamkin

Marcia Lamkin is the newly elected chair. The Committee met last Wednesday. The Committee had a request to make a minor modification to the Misconduct and Appeals process that was approved during the summer. This item will be submitted for approval at the October Faculty Association meeting. Marianne Jaffee will be tracking petitions to see if there are any problems and to see if the policies are functioning as expected. The next meeting is TBA. Items on the Committee’s agenda for the future are: withdrawal after the deadline, WP/WF grades, reinstatement into classes, and course shopping.

Adjunct Affairs Committee - Joe Flowers

No report.

Budget Advisory Committee - Jeffery Harrison

The Committee met twice during the summer for discussions of the state’s undergraduate performance model that placed emphasis on student retention and graduation rates. This puts UNF low on the list because of being a regional University. Tom Serwatka met with the Committee in August and shared some of the University’s issues. The Committee has written a narrative and will present at the next meeting. The Committee will invite someone from Academic Affairs to talk about the budget. Another issue the Committee has concerns with is staff compensation. The Committee will meet Wednesday, Sept. 19 at 10:30 AM, COH, room 4032.
Campus Technology Committee - Katharine Brown

The Committee has set up the meetings on the first Monday of each month, the same day as the UTC committee meetings. The Committee will look at any new technology related to the teaching/learning process. The next meeting is next Monday at noon, in 15/3004.

Faculty Affairs Committee - Chris Rasche

A new chair will be elected at the next meeting. The Committee approved an honorary degree for Anna “Patty” Duke for her work in mental illness. Other items on the Committee's agenda include the role of service in the faculty portfolio for P&T, electronic faculty course evaluations, evaluation of administrators, and the chalkboard versus whiteboard controversy.

Faculty Enhancement Committee - Gordon Rakita

Gordon Rakita was elected as the incoming chair. The Committee has been meeting as a search committee for the Faculty Enhancement director over the summer. The committee will help the new director get acclimated once hired. The committee will be reviewing summer teaching grants. No meeting is scheduled yet.

Nominations and Elections Committee - Robert Frankel

No report.

Research Committee - Layne Wallace for Kathaleen Bloom

The committee has been holding cyber elections. Negotiations are ongoing.

Strategic Planning Committee - Yemisi Bolumole

No Report.

Support Services Committee - Rama Rao for Adel El-Safty

Adel El-Safty was elected as chair for the coming year. The Committee met on August 30 to set an agenda for the year. The next meeting is scheduled for September 26 at 12:15 pm, building 10, room 1130.
Executive Committee - Katherine Robinson

The Committee met on August 21 for its annual Faculty Association luncheon with both outgoing and incoming chairs of the FA committees. The Committee set the agenda for this faculty association meeting. The next meeting is scheduled for September 18 at 12:15 pm in the FA meeting room.

V. SPECIAL REPORTS

Legislative Liaison Report - Janet Owen

The Committee process of the legislature has begun. The State’s budget deficit reduced UNF’s budget by 4% less than what was appropriated. The special session scheduled for September 18 has been postponed. The House and Senate are far apart on how to deal with cuts. The Senate wants 4% across the board cut, while the House wants to look at targeted budgeted cuts. President Delaney, along with the Presidents of UF and FSU were invited to address the House and Senate appropriations’ committees concerning the impact of budget reductions on higher education. The State is looking at a billion dollar cut for this fiscal year. There are questions of whether a January, mid-year tuition increase may be approved. BOG will meet in September in Tallahassee. Things to look for in the BOG meeting include whether John Dasburg will have a strategic plan for the system, whether the BOG will revisit the idea of increasing tuition, whether it will include the funding needed for Bright Futures, and whether the BOG will retool budget request for 2008-2009 which is already approved.

President John Delaney

Budget Issues:
UNF adjusted and retooled a 4% budget cut by reserving that amount at the beginning of the year in anticipation of the cuts, so the effect was not felt as much. The big issue is whether there will be an additional cut. President Delaney expects to get guidance on this in about 2 weeks. We have been advocating for some time that students bear a larger percentage of the cost their tuition. Right now they pay about 25% of the cost, which is one of the lowest in the nations. Some states require students to pay up to 80% of the cost. A 5% tuition increase causes a 1% increase in our budget. A 1% increase in our budget creates enough for a 2% raise for employees. The student body presidents met with Governor Crist. Ten of eleven of the student body presidents told the Governor they would support an increase if no more money is available from the State.

Connection with the Duval County Community:
There is a tremendous drop out rate and very low graduation rate in Duval County. Many students going thru K-12 don’t think about attending college due to economic background even though a large segment of those students are capable. UNF has been working with JU, Edward Waters College, and FCCJ to come up with a plan to guarantee a free ride to low income students that are able to meet admission standards. We have been working with the School Board which needs to enhance its college advising areas that have a ratio of 800 students to one advisor. We have approached the City of Jacksonville to fund a scholarship. We have raised $1 million to fund the UNF portion. A
formal announcement will be made during November.

**Question from Judy Solano:** When will we be looking for these students to begin?  
**Answer:** Fall of 2008

**United Faculty of Florida – Henry Thomas**

UFF has been concerned about the current fiscal situation. The statewide UFF presidents have taken a unified position and have been arguing that the Legislature has a choice to cut new programs with no students, or existing programs with students and faculty, and has been encouraging the State to make cuts in new programs instead of those established. Henry Thomas has some real concerns for next year and foresees a bad budget year for us due to the tax referendum.

VI. QUESTIONS AND RESPONSES

**Questions for the Provost:**
How is membership in the TLO selection committee determined? Who selects the members? Are the TLO grant applicants given feedback? Why is it that the process does not appear to be more transparent?  
**Response:** Provost Workman will respond in writing.

**Question from Chris Rasche:**
Why does it seem like we are getting more spam in email than before, and is this a concern of others?  
**Response from Kathy Hughes:** ITS replaced its old spam blocker, Tumbleweed, with new product, Ironport. Good mail blocking is risked when a lower tolerance level is used. Kathy suggests tagging unwanted mail as Junk Mail. The College C-techs can help faculty who need help with the junk mail function.

**Rama Rao:** Can the police step up enforcement of traffic laws?  
**Response:** Mauricio Gonzales will respond in writing.

VII. LEGISLATIVE ITEMS

**Agenda Item# 1 - FA 07-30: Submitted by the Academic Programs Committee**
Coggin College of Business
Graduate – Management (2 items)
New Courses & Programs of Study (2 items)
Item was moved by Jan Bosnick
The item passed.

**Agenda Item# 2 - FA 07-31: Submitted by the Academic Programs Committee**
College of Computing, Engineering, and Construction
Undergraduate & Graduate - School of Computing (16 items)
New Courses, Course Changes & Programs of Study
Item was moved by Jan Bosnich.
The item passed.

Agenda Item# 3 - FA 07-32: Submitted by the Academic Programs Committee
College of Education and Human Services
Undergraduate – Foundations & Secondary Education (7 items)
Graduate – Leadership, Counseling, & Instructional Technology (9 items)
Undergraduate – Exceptional Student and Deaf Education (20 items)
New Courses, Course Changes, & Programs of Study
Item was moved by Jan Bosnich.
The item passed.

Agenda Item# 4 - FA 07-33: Submitted by the Academic Programs Committee
Brooks College of Health
Undergraduate – Public Health (1 item)
Graduate – Athletic Training & Physical Therapy (31 items)
New Courses & Program of Study
Item was moved by Jan Bosnich.
The item passed.

VIII. INFORMATION ITEMS

1.) Summer Term Association Meetings Provision Actions Taken Summer 2007
The items passed during the summer when no quorum existed can be
2) brought up for vote again. No one asked for any items to be
3) reconsidered.
4) Faculty Association 2007-08 Schedule
   Academic Programs Committee 2007-08 Schedule
   University Matriculation Calendar 2007-2008 (Subject to change)

IX. ADJOURNMENT

Chip Klostermeyer adjourned the meeting at 1:01 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
Faculty Association

Faculty Association Meeting Minutes

March 6, 2008

I. CALL TO ORDER

The meeting was called to order at 12:17 p.m. by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES - February 7, 2008 (2 minutes)

A motion to approve the minutes was made by Chris Rasche.
The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

Chip Klostermeyer:
Faculty Association and University Committees are open for nominations. A list of vacancies appears on the FA website.

Kristine Webb from DRC:
Disability Awareness Week is next week. There are two opportunities for faculty (which can be found on the CIRT website) and two opportunities for staff to learn about disabilities and the DRC. The staff at DRC will also come into departments and discuss if asked.

Judy Solano, Vice Chair for Association for Faculty Senates
Judy Solano has been circulating information via email concerning a Legislative resolution to reorganize all education in Florida. A similar situation occurred about ten years ago when the Board of Regents was terminated. A 2002 constitutional amendment established the Board of Governors. The BOG challenged the Legislature and has angered the Legislature. The Legislature wants to put a constitutional amendment on the ballot in November. The bill will appeal to voters because it puts the decision making power in hands of elected officials. If this bill goes through, the legislature could be the body that approves new University programs. The bill has passed the first committee and has one more committee to pass through prior to going to the Senate and House before getting on the ballot. We need to ask our Legislators to slow this amendment down and give it more thought.

Comment from Tom Serwatka: Go to the UNF Governmental Affairs website to get addresses of Legislators to send emails.
Comment from Chip Klostermeyer: President Delaney is going to Tallahassee today to lobby for an alternate solution.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)

Academic Programs Committee - Arturo Sánchez-Ruiz

The Committee met today and approved a few APC forms. There are also some additional APC items on the FA agenda today.

Academic Standards Committee - Judy Solano for Marcia Lamkin

The committee met last week and continued to discuss issues concerning academic appeals along with two items approved and submitted by the Graduate Council concerning probationary and dismissal of students in particular programs. The Committee also discussed distance learning and believes that minimal standards should be established. The Committee is now collecting policies at other state universities in Florida for discussion at the next meeting.

Adjunct Affairs Committee - Joe Flowers

No report.

Budget Advisory Committee - Jeffery Harrison

The Provost’s newsletter highlights some items concerning the UNF budget. For the 2007 and 2008 academic year, UNF is in better shape than other schools in the State. Chip Klostermeyer and Jeffrey Harrison have been invited to sit on the University budget committee. Seventy percent of all of Florida’s revenue is sales taxes. The biggest costs incurred go to: 1-public schools, 2-Medicare, 3-Universities, and 4-corrections. Comparing public state tuition, Florida is the lowest in the nation for tuition and in the bottom quartile nationwide for total funding (state funding plus tuition). We have an 8% increase in tuition planned in the budget and if we don’t get it, it will not be good. The Committee’s next meeting is March 26, at 3:30 pm.

Campus Technology Committee - Katharine Brown

The Committee met with Jeff Durfee who presented information on password security. CTC is close to implementing a stronger password policy which was endorsed by CTC. Information on friendly aliases will come out next month in the Campus Update. A draft document came to CTC from the BlackBoard Governance Team which consisted of the policies use by the Team for managing the BlackBoard system. CTC also discussed at distance learning (DL). Major concerns relate to how to predict the needs of DL courses to assist CIRT and ITS in planning. The next meeting is scheduled for March 24.
Faculty Affairs Committee - Chris Rasche

The Committee met February 8. The meeting was devoted to how to reform academic misconduct process and policies. The next meeting is scheduled for March 8 at noon.

Faculty Enhancement Committee - Gordon Rakita

No report.

Nominations and Elections Committee - Crystal Timmons for Russell Turney

Nominations will be taken from the floor for Faculty Association and University committee. The following nominations were accepted:

- Terry Cavanaugh for Campus Technology Committee for COEHS
- Alan Harris (CCEC) for Strategic Planning
- Paul Mosley (Library) for the Athletic Committee
- Dean Kruzienski (CCEC) for the Support Services Committee
- Jenifer Thorn (COEHS) for the Athletic Committee

Elections will be held next month for the Faculty Association and University committees and for the Distinguished Professor.

Research Committee - Kathaleen Bloom

The next meeting is scheduled for March 24. The Committee did not meet in February.

Strategic Planning Committee - Yemisi Bolumole

No report.

Support Services Committee - Adel El-Safty

The Committee met on February 27 and discussed issues concerning safety on campus, the shuttle, and parking spaces on campus. The next meeting is scheduled for March 26 with the chair of the Safety Council.

Executive Committee - Katherine Robinson

No report.

V. SPECIAL REPORTS (10 minutes)

Legislative Liaison Report - Janet Owen
No report. In Tallahassee.

Promotion and Tenure Report from Mark Workman
All 35 candidates received unanimous support from Deans and departments, and chairs, with 9 up for a promotion to Full Professor. The University P&T committee recommended negatively 3 candidates for promotion to Full Professor. Provost Workman reversed all except one of the negative recommendations. All recommendations are now with the President for his consideration.

United Faculty of Florida – Henry Thomas
No report.

VI. QUESTIONS AND RESPONSES (10 minutes)

Question from Rama Rao
What is being done about safety in parking lot 18 and in the AOL parking area at night? Vince said this is an issue for the USPD. Should the Parking Council get involved?

Question from Chris Rasche
As technology is upgraded in classrooms, the classrooms now all have computers and document displays. If technology does not work, one can call ITS but it takes a while to get the equipment repair. Why are there no mobile document cameras to use?

Response from Kathy Hughes and Shari Shuman:
There are two displays available for checkout in CIRT. Shari Shuman will look at buying a couple for ITS for checkout purposes.

Question from Tayeb Guima
Is it possible to get the combination locks on the classroom podiums equipped with keys?

Response from Kathy Hughes
We looked at getting intellikeys, but the doors are not built for this purpose.

Anonymous Question
There are a number of concerns related to the shooting at Northern Illinois. What are we doing to get prepared for that?

Response from Chip Klostermeyer
The Safety Council will hold seminars during the next month or so to teach faculty how to handle emergency situations.

Response from Mark Workman
Information can be found online at UNFPD that addresses what to do in an emergency situation. Extensive efforts are being made relative to this.

Comment from Judy Solano
Judy Solano has raised the question herself and got a whole series of different answers from the Police Chief and others on campus. The information has not been compiled and distributed on campus.

Response from Tom Serwatka
A new program called Code Red which is a reverse 911 system will be going up in the summer. It will include faculty and student phone numbers. Tom Serwatka will get to Sharon Ashton to communicate the plans with students, faculty, staff, and parents.
Comment from Chris Rasche
It would be helpful to do something before the end of the term.

Anonymous Question for the Provost:
Concerning the efforts of UNF trying to increase research and encourage faculty to conduct research with students, what is being done about the apparent suspension of support such as course releases?
Response from Mark Workman
Academic Affairs is in the process of how to deal with budget cuts. A number of releases have been frozen. AA plans to restore legitimate releases as soon as the budget permits.

Anonymous Comment:
Faculty members have no budget during searches such as drives to the airport and meals, though administrators seem to have a budget for these occasions.

Question for Kathy Hughes
Is it true that ITS has purchased and is installing, without telling anyone, a package designed to monitor all network traffic on campus and to keep track of exactly what each user is doing?
Response from Kathy Hughes
No, it is not true. The package maximizes and monitors bandwidth, not users.

VII.

LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

Agenda Item# 1 – FA 08-08: Submitted by the Executive Committee
Amendment to the UNF Constitution
Item was moved by Judy Solano.
Item passed.

Agenda Item # 2 – FA 08-09: Submitted by the Academic Programs Committee
COAS – (World Languages): New Courses, Course Changes, & Programs of Study (14 items)
Item was moved by Arturo Sanchez.
Item passed.

Agenda Item # 3 – FA 08-10: Submitted by the Academic Programs Committee
COEHS – (Exceptional Student & Deaf Education): New Courses & Course Changes (4 items)
Item was moved by Arturo Sanchez
Item passed.

Agenda Item # 4 – FA 08-11: Submitted by the Academic Programs Committee
BCH – (Public Health): New Courses, Course Changes & Programs of Study (5 items)
Item was moved by Arturo Sanchez
Item passed.

Agenda Item # 5 – FA 08-12: Submitted by the Academic Standards
Committee

New Grade for Medical Withdrawal (WM)

Item was moved by Judy Solano.
Item passed.

Question from Debra Murphy

Are privacy issues a concern for the WM?
Response from Judy Solano
Students must initiate and request the WM grade.

Agenda Item # 6 – FA 08-13: Submitted by the Academic Standards Committee

New Grade for Military Service Withdrawal (WS)

Item was moved by Judy Solano.
Item passed.

Agenda Item # 7 – FA 08-14: Submitted by the Faculty Association President

2008-2009 Faculty Association Budget Proposal

Item was moved by Jeffery Harrison.
Item passed.

VIII. INFORMATION ITEMS

i. Distance Learning Recommendations

ii. Faculty Association Standing Committees and University Committees

IX. ADJOURNMENT

Chip Klostermeyer adjourned the meeting at 1:04

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 – September 6, 2007

Minutes of September 6, 2007, meeting were approved, as posted. There were no corrections.

III. ANNOUNCEMENTS

- Nominations for outstanding teaching awards due Wednesday, October 17, at 5:00 p.m.
- New faculty luncheon scheduled for Tuesday, October 9, at 11:45 a.m.
- APC deadline for inclusion in 2008-09 Catalog is Wednesday, October 16, before 5:00 p.m.
- Women’s Center reception for new faculty October 25, 12-2:00 p.m., in the Women’s Center.
- Family Weekend events scheduled for October 5-7.
- Faculty Staff Fund has begun. Visit www.unf.edu/ia/development/annual_giving/facstaff.html
- Faculty are reminded of the Early Warning System for students experiencing academic difficulties. Contact the Academic Center for Excellence
- Religious Awareness Week is scheduled for October 22-28.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Arturo Sanchez

Information item included in the agenda packet on page 10, addressing an upcoming APC orientation session, an update on the progress on the APC Workflow project, important notes on the APC process, and additional information with respect to preparing APC forms.
Academic Standards Committee – Judith Solano for Marcia Lamkin

The committee has one item on the agenda. Other items currently under discussion include the WP/WF grades and the phenomena of course shopping.

Adjunct Affairs Committee - Joe Flowers

No report.

Budget Advisory Committee - Jeffrey Harrison

Information item included in the agenda packet on page 11, addressing the SUS Undergraduate Performance Model designed to provide funding based on graduation rates. Committee recommendations: the model should look at 2-3 year averages; it should include non-Florida students; it should take into account part-time students; it should recognize that some degree programs take longer to complete; it should not award the same point value to native graduates as it does to AA transfers who graduate; and there needs to be a mechanism to get credit for those who start here, but finish at another Florida school. Retention rates at UNF compared to other similar schools are better. The conclusion is that the model is flawed and one model is not appropriate. There need to be different models constructed to be congruent with the differing missions of the institutions.

Campus Technology Committee - Katharine Brown

Minutes of the committee may be found on the website.

Faculty Affairs Committee - Chris Rasche

The committee has one item on the agenda regarding online evaluation of faculty. Results of the recent chalk board/white board survey were mixed. The comments were the most revealing. The committee concluded that neither type of board should be ripped out and all need to be better maintained and supplied. The committee is dealing with another misconduct case. When this case is settled, the committee will review the procedure for handling these, because the stakes are high and the cases need to be handled well. The committee will also be talking about an education campaign, as faculty need a better understanding of how easy it can be to overstep the bounds.

Faculty Enhancement Committee - Gordon Rakita

The committee will be hosting a Jaffee double header. Marianne Jaffee will be meeting with the committee about teaching grants. David Jaffee will meet with them to discuss the OFE Director search.
Nominations and Elections Committee - Robert Frankel

The committee is seeking nominations for the COEHS, Library, and at-large openings on the Nominations & Elections Committee. Election will be next month. Send nominations to Chip Klostermeyer or Robert Frankel. There are currently COAS openings on the APC and Research Committees. Anyone interested in serving should contact Chip Klostermeyer.

Research Committee - Kathaleen Bloom

No report.

Strategic Planning Committee - Yemisi Bolumole

The committee met and discussed a clarification of committee’s role and function, as well as its interface with other planning activities on campus. The will be converting the outcomes of last year’s work into action items.

Support Services Committee – Adel El-Safty

The committee met with Vince Smyth, Director of Auxiliary Services.

Executive Committee – Katherine Robinson

Next meeting will be October 16, 2007, at 12:15 p.m., in the Faculty Association Conference Room.

V. SPECIAL REPORTS

Faculty Association President – Chip Klostermeyer

The Board of Governors (BOG) has mandated a 5% tuition increase for Spring 08. This may have to be escrowed until the lawsuit between the BOG and the Legislature, on who has the right to set tuition, is settled. But, the Legislature may approve a 5% increase during the special session. If they do and the Governor doesn’t veto the increase, we could collect it and spend it. The Legislature is considering a proposal to index tuition increase to cost of living increases. The Chancellor would like to move our tuition to the national average over the next five years.
VI. QUESTIONS AND RESPONSES

Scott Hochwald - What is the policy on stocking the chalk boards with chalk and white boards with markers? Shari Shuman will look into this.

Betty Furdell – Noted that contracts were distributed and there were no salary increases for 2007-08. Nor, has there been any feedback with respect to all of the work that was done last year on departmental bylaws. Is everything we did last year lost? This question will be referred to the Union.

Adel El-Safty – Eligibility for the teaching awards is 2 years of service. What about eligibility for those with 1.5 years of service? Chip Klostermeyer responded that the criteria clearly stipulate 2 years. Those with less than 2 years will have to wait until next year.

Katharine Brown – Can we get more signage about and enforcement of the skateboarding rules?
It was reported that this is currently under discussion in the Safety Council.

Anonymous – For David Jaffee, when will we have someone in the OFE Director's position? David Jaffee responded that the earliest would be January 08, but it is more likely to be July 08. He is meeting with the Faculty Enhancement Committee to see if there is interest in appointing an interim

Anonymous - When will UFF get off its duff with respect to departmental bylaws? This question will be referred to the Union.

Anonymous - Why was summer bargaining not held in the sunshine? This question will be referred to the Union and Administration

VII. LEGISLATIVE ITEMS

Agenda Item# 1 - FA 07-34: Submitted by the Academic Programs Committee
APPROVED
College of Arts and Sciences
Undergraduate
Communication (5 items – APC 2 & 3)
Mathematics and Statistics (2 items – APC 1 & 3)
Political Science and Public Administration (3 items – APC 1, 2, & 3)

Agenda Item# 2 -FA 07-35: Submitted by the Academic Programs
Committee
APPROVED
Coggin College of Business
Graduate
Accounting and Finance (2 items – APC 2)

Agenda Item# 3 -FA 07-36: Submitted by the Academic Programs Committee
APPROVED
Brooks College of Health
Undergraduate
Public Health (3 items – APC 1 & 3)
Graduate
Public Health (4 items – APC 1 & 3)

Agenda Item# 4 - FA 07-37: Submitted by the Academic Standards Committee
APPROVED
Minor revision to Academic Integrity Code and Academic Misconduct Policies

Agenda Item# 5 -FA 07-36: Submitted by the Faculty Affairs Committee
FAILED
Recommendation Regarding Article 18.3 of the Collective Bargaining Agreement – Online Submission of University Required Student Evaluations

Friendly amendment to add comment about security: . . . acceptable degree of security and rate of response . . .

There was considerable discussion in opposition to the recommendation, because “we all know the response rate will be lousy.” Chris Rasche pointed out that these evaluations are currently being used without any attention being paid to the response rate and that in of itself is reason to pass this recommendation. Several also raised the point that the validity of the instrument should be established.

VIII. INFORMATION ITEMS

I. Elections for the Nominations and Elections Committee
II. APC Information
III. The SUS Undergraduate Performance Model
IV. Office of Student Conduct Introduction
V. Student Conduct FAQs for Faculty
VI. Student Conduct Links for Faculty and Staff
VII. Early Warning System

IX. ADJOURNMENT

Meeting adjourned at 1:00 p.m.

Minutes submitted by,

Judith L. Solano
I. CALL TO ORDER

The meeting was called to order at 12:19 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES - March 6, 2008 (2 minutes)

A motion to approve the minutes was made by Kathy Robinson. 
The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

Elections are underway and will continue after the meeting today under 4 p.m. and then Friday from 9 to 1:30 pm in the Faculty Commons.

From Pam Chally: The Department of Mental Health Counseling will transfer to BCH from COAS. The current director of rehab counseling is retiring. The BCH will return this line to the University. The program will be on hiatus for a short time. A public hearing will be held and announced later on the program.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)

Academic Programs Committee - Arturo Sánchez-Ruiz

The Committee met today and approved several APCs. They also have a few items on today’s agenda. It is providing feedback to ITS about the online APC Workflow project. The Committee will meet again on May 1.

Academic Standards Committee - Judy Solano for Marcia Lamkin

The Committee has one item on the agenda and one information item in the packet. The next meeting is Friday, April 11 at 10 AM instead of April 4.

Adjunct Affairs Committee - Joe Flowers
No report.

**Budget Advisory Committee - Jeffery Harrison**

Chip Klostermeyer and Jeffery Harrison are sitting on the University’s budget committee which meets every Friday. President Delaney sent an email this past week. The good news is that the budget is not as bad as what was expected. There will be significant cuts for the summer term. Senior level courses are trying to be protected so students can graduate.

The current cuts going through the Legislature now are a half percent cut at the House level and a 1.6% cut in the Senate level. The post election in November could include call backs. The Legislature has a 6% tuition increase in the budget. Rumors have it that Crist may veto it. Even if the Governor vetoes it, there is a statutory requirement for a 4.2% increase. There will be a 500 FTE reduction in enrollment at UNF to offer fewer courses.

**Campus Technology Committee - Katharine Brown**

The Committee has one information item on today’s agenda relating to how to get a better email address. There will be a presentation by Rhonda Mitchell and Jason Ottie to show the changes in VISTA and Office 2007. Faculty must RSVP to CIRT to attend. CTC supported a recommendation from Jeff Durfee in ITS to move to a stronger password system. Everyone will be forced to move to a 15 character password when their current password expires in the summer. The change is due to ease the possibility of cracking passwords that have less than 14 characters or less.

Information will be sent out by ITS soon. CIRT will send out a faculty technology survey will appear soon and a response will be appreciated. CTC will meet again on April 28.

**Faculty Affairs Committee - Chris Rasche**

The Committee met on March 4 and discussed how to revise the academic misconduct process. There are two goals in this process: 1) To make sure the process for handling these will be not procedural onerous, and 2) to keep the process a peer review system. The Committee also wants to protect the accused if falsely accused, and to protect the University against those who commit misconduct. The Committee will meet again on April 11, at 1:45 p.m. in 15/3004.

**Faculty Enhancement Committee - Gordon Rakita**

Applications for the Summer Course Redesign Workshop are due on April 4. OFE has started a Faculty Enhancement blog. On April 3, there will be a presentation by the Safety Director of Jacksonville Community Council. The Committee will meet again on April 7, at noon, in the OFE library.

**Nominations and Elections Committee - Nick Hudyma for Russell Turney**
Don’t forget to vote today.

Research Committee - Kathaleen Bloom

The Committee met on March 24 with Marianne Jaffee on the research grant process. The next meeting is scheduled for April 21 with Dr. Ebong.

Strategic Planning Committee - Ellie Scheirer for Yemisi Bolumole

The Committee met on March 14 to go over the revised UNF Mission and Vision statement completed by Provost’s task force. The Committee will meet with President Delaney as a follow up on April 18 at 2 PM.

Support Services Committee - Adel El-Safty

The Committee will meet on April 23 with Cynthia Battie-Nyquist, the chair of the UNF Safety Council who will discuss security and safety on campus.

Executive Committee - Katherine Robinson

The Committee met on Tuesday, April 15 at 12:15 in FA Meeting Room to set the agenda for this meeting.

V. SPECIAL REPORTS (10 minutes)

Legislative Liaison Report - Janet Owen

No report.

From Chip Klostermeyer:
Based on a conversation with President Delaney, the current budget coming out of Tallahassee may not reflect reality. The Governance bill was passed in the Senate to restructure the SUS governance system.

From Judy Solano: The Legislature recently appointed a new member of the BOG who opposes the BOG.

From Chip Klostermeyer: The Legislature feels they have complete authority to set tuition and that the BOG should be answerable to the voters, which is hypocritical in that the Legislature seems to feel our elected county commissioners should not be answerable to voters for their property taxes.

From Judy Solano: One senator who supported the Governance bill said he doesn’t know what it means and did not understand it, but he would vote for it.

From Chip Klostermeyer: The Auditor’s report from the State concerning the audit of UNF. One recommendation concerning faculty stated that there should be documentation for faculty payroll...in other words, timesheets. A section finding criticized that faculty don’t fill out FARs.

From Shari Shuman: UNF’s response back to the Auditors was that UNF does not agree, and that faculty are monitored by their supervisors. The response to the FARs by UNF was that they are being filled out but just not timely.
Question from Kathy Robinson: Is electronic signature available for FARs?
Response by Judy Solano: That feature is not available here at UNF yet. A group of chairs has pushed for electronic signatures and we are moving in that direction.

United Faculty of Florida – Vicky Stanton for Henry Thomas
The elections for P&T and Sabbatical selection committees will be held from 10 to 4 next Wednesday. Nominees for the P&T committee must be in-unit and tenure earning and tenured for the Sabbatical Selection Committee. A new committee for Professional Development Leave is for instructors and librarians.
UFF will hold a membership dinner on April 10 at 6:30 PM. It is free to all dues paying UFF members. Spouses are welcome. There will be a small charge for non members. UFF is following the State budget situation.

VI. QUESTIONS AND RESPONSES (10 minutes)

Question from Pam Zeiser:
Is Information Item 1 the student or faculty academic misconduct policy?
Response from Chip Klostermeyer: Student.

Question from Pam Zeiser:
Concerning the revised Academic Misconduct Reporting form...Who can check if a student has academic misconduct in the past?
Response from Judy Solano: Chairs and Deans can respond to a question from a faculty member about whether a first time occurrence has incurred or a history exists for a particular student.

Question from Larry Daniel:
Is it possible that Academic Affairs or the Faculty Association can revisit the policy regarding activities on the green? Faculty that have classes near the green have been advised, but offices near the green have not being advised at all. The current policy does not adequately inform all those who may be affected.
Response from Chip Klostermeyer: There is an existing policy. Requests should be made. An improved notification would be helpful. Chip will contact Student Affairs.

Cynthia Jordan: The noise can be heard in the Library as well.

Anonymous Comment to Research Committee: There is a concern about bias in the awarding of summer research grants towards hard sciences away from social sciences and humanities. Chip will forward this to the Research Committee.

VII.

LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

Agenda Item# 1 - FA 08-15: Submitted by the Academic Programs Committee
College of Arts and Sciences
Undergraduate – Biology (APC 1 & 3 – 2 items)
Graduate – Biology (APC 1&3 – 4 items)

Item was moved by Arturo Sánchez-Ruiz
The item passed.

Agenda Item# 2 - FA 08-16: Submitted by the Academic Programs Committee

**Committee**
*Coggins College of Business*
Undergraduate – Accounting and Finance (APC 1– 1 item)

Item was moved by Arturo Sánchez-Ruíz
The item passed.

**Agenda Item# 3 - FA 08-17: Submitted by the Academic Programs Committee**
*College of Education and Human Services*
Undergraduate – Childhood Education (APC 1, 2, & 3 – 4 items)
Undergraduate – Exceptional Student & Deaf Education (APC 2 – 12 items)

Item was moved by Arturo Sánchez-Ruíz

**Question/comment from Mike Smith** (COEHS) concerned item 07/08-344 EDG 4XXX: Mike Smith teaches art education in foundations of secondary education and is speaking against this item. Faculty who submitted the APC together are not qualified to teach the course. The APC forms also state that no new resources will be needed to teach these courses. When at least two and sometimes three sections will be needed every semester, if the proposed instructors are released to teach this course, other faculty will be required to teach other courses. Mike Smith believes that this item should be sent back so to resolve resource and faculty concerns be resolved.

From Candace Carter: They stated they are qualified to teach these courses, and they have terminal degrees. They have good reason to believe that the State will require elementary majors to have a special education course in their program. A new course covering combined music and art was needed to cover this.

From Judy Solano: Judy made a motion to divide this item into 2 APCs – separating item 07/08-344 from items 345, 346, and 347. The motion was seconded.

  Motion to separate the items passed.

**Continued discussion for item 07/08-344:**

**Question from Debra Murphy:** What does a terminal degree in the arts mean---visual arts, or language art?
  **Response from Mike Smith:** A terminal degree in art education is a PhD in art education. A terminal degree in music education is a PhD in music education.
  **Response:** A terminal degree in art for undergraduate courses is a master’s degree.

**Question from Debra Murphy:** Are other universities in the state combining their courses?
  UF has had their course combined for last 8 to 10 years. UCF has had their program combined for a few years.

**Question from Tayeb Guima:** Are Dr. Smith and these two ladies in the same department?
  **Response from Mike Smith:** No. The reorganization split them into separate units.

  **Question from Chris Rasche:** Is the question over course merits or the resources available to teach the course?
  **Response from Mike Smith:** The objection is two issues. The faculty are not qualified (resource issue), and COEHS created this course to make room for other courses.
Clarification from Chris Rasche: Is the primary issue that the resources do not exist in the department to teach the course?
Response from Mike Smith: Yes. And lack of qualified faculty are problem also.
Response from Larry Daniels: He respectively disagrees and thinks he has qualified faculty in the Department of Childhood Education. Faculty also extended an invitation to be involved in the course development. He welcomes Mike Smith’s input in the future planning of this course.
Response from Mike Smith: He was not involved in the development of the new course. The APC form was signed by the Dean under the impression that he had been consulted.
Response from Larry Daniels: He asked the question of whether the other faculty had been consulted and he was told the course had not been completed planned. Dr. Carter from the CE department extended opportunities to participate. As the course is rolled out over the next few months, Dr. Smith will be involved with this.

Chris Rasche comment: Because it sounds as if there is some disagreement, a motion is made to send it back to APC committee. Seconded by Tayeb Guima.

Comment from Arturo Sánchez-Ruizi: Discussions such as this should have taken place in other parts of the APC process before it gets to the Association floor. APC meetings are open to all and are the best forum for discussions, and there should be plenty of discussion prior to getting this point.

Comment from Len Roberson: As chair of the UG APC committee in his college, public meetings are held and opportunity to participate exists.

Item passed to be sent back to committee.

Motion by Kathy Brown to send the other three items (07/08-345, 346, and 347) back to committee since without 07/08-344, they don’t make a lot of sense.

A friendly amendment was accepted and 344, 345, 346, and 347 will be sent back.

Motion made by Arturo Sánchez-Ruiz for items 07/08-332 to 343.

Question from Judy Solano: Will these require new faculty and new resources?
Response from Candace Carter: No.

Item passed the forms of the Exceptional Student and Deaf Education..

**Agenda Item# 4 - FA 08-18: Submitted by the Academic Programs Committee**

*Brooks College of Health*

Undergraduate – Public Health (APC 3 – 2 items)
Undergraduate – School of Nursing (APC 2 – 1 item)
Graduate – School of Nursing (APC 2 – 1 item)

Motion made by Arturo Sánchez-Ruiz.
Item passed.

**Agenda Item# 5 - FA 08-19: Submitted by the Academic Standards Committee**

"Satisfactory Academic Progress” from The Graduate School

Item moved by Judy Solano.
Item passed.
VIII. INFORMATION ITEMS

i. Academic Integrity Code & Academic Misconduct Policies & Reporting Form

ii. Get a Better UNF Email Address

iii. Vitae Summaries of Finalists for 2008 Distinguished Professor Award

iv. Faculty Association Standing and University Committee & Distinguished Professor

IX. ADJOURNMENT

Chip Klostermeyer adjourned the meeting at 1:12 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

The meeting was called to order at 12:19 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES – October 4, 2007 (2 minutes)

A motion to approve the minutes was made by Kathy Robinson. The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

The Learn UNF Group will hold a session on November 5 @ 3:00 pm, Bldg 14, Room 17. The topic is National Trends—How UNF Student Affairs is Exceeding Them. Faculty Staff and Students are invited.

IV. STANDING COMMITTEE REPORTS

Academic Programs Committee - Arturo Sánchez-Ruïz

The Committee met today and is scheduled to meet at 10:00 next week on Thursday. The Committee will process the remainder of 150 APCs forms and will have quite a few items for next month’s agenda.

Academic Standards Committee - Judy Solano for Marcia Lamkin

The Committee met last week and was gathering data concerning appeals and petitions relating to academic policies. The next meeting is scheduled for the end of November.

Adjunct Affairs Committee - Joe Flowers

No report.
**Budget Advisory Committee - Jeffery Harrison**

The Committee will meet Wednesday, November 14, 10:30 am, Bldg 39, Room 4032B. The Committee will meet with VP Shuman to discuss the current year’s budget.

**Campus Technology Committee - Katharine Brown**

The Committee has had two meetings since the last report. One concern is the upgrade to Vista and Office 2007. Given that this is not like a normal upgrade, the Committee is developing a plan and working with the C-techs, CIRT, the Department of Professional Training, and other campus groups to schedule faculty and staff training in order to prepare for the change over to Vista. The general campus labs will convert in summer term. Faculty have Spring term to get trained. The next meeting is November 26 @ noon in 15/3004.

**Faculty Affairs Committee - Chris Rasche**

The Committee met twice since the last FA meeting. There is one information item today concerning an honorary degree for Patty Duke that the Committee had approved. The Committee met with Dr. Workman about the policy of moving departments within the University from one college to another. The current Academic Misconduct case has been referred to a newly selected panel for review. The panel will review the situation and prepare a report. The Committee will be submitting an item for the next Faculty Association meeting resolution to support the Governor Crist’s Green initiatives.

**Faculty Enhancement Committee - Gordon Rakita**

The Committee met last Monday, October 8. The Committee approved a statement of appreciation to past chair, Richard Chant. The Committee also met with Marianne Jaffee to discuss the summer teaching grant proposals. There are 21 applications submitted. These will require 63 peer faculty reviews for these submissions. The review process should be completed by November 9, and submitted to Provost by November 18. The Committee also met with David Jaffee. The search for a Director of OFE is reopened and the search committee is being chaired by Dag Naslund. The Search Committee met yesterday and identified five candidates from whom to request additional information. David Jaffee also asked the FEC to manage the process for an interim director of FEC for the spring term. A notice will send to all faculty concerning the search for an internal candidate. The next meeting is scheduled for November 16.

**Nominations and Elections Committee - Lee Richardson for Robert Frankel**

Two ballot corrections were noted:
1) The first vacancy on the ballot is for an ‘at-large’ position, not for Coggin College of Business.

2) The term is January 2008 to December 2009.

The Committee took nominations from the floor. Nile Stanley was nominated from the floor for the COEHS vacancy. Voting will take place today after the meeting and tomorrow in the Faculty Commons.

**Research Committee - Kathaleen Bloom**

No report.

**Strategic Planning Committee - Yemisi Bolumole**

No Report.

**Support Services Committee - Adel El-Safty**

The Committee met on October 24. The Committee will be inviting a representative from Human Resources. The Committee will send an email out to faculty to find out any concerns the committee may need to address. The next meeting is scheduled on November 28.

**Executive Committee - Katherine Robinson**

The Committee has one agenda item concerning the change of name of the Building Construction Management department to Construction Management. The Provost met with the Executive Committee concerning procedures for the possible elimination of some programs. The current policy was resurrected by Judy Solano from the 1987 archives and is now posted on the FA website. The Committee got a preliminary review of a Public Health department proposal which will be looked at next month. The next meeting is November 13, 12:15 PM in the FA conference room.

V. SPECIAL REPORTS (10 minutes)

**President John Delaney**

No report.

**Legislative Liaison Report - Janet Owen**

The Legislature has held 3 special sessions since the close of regular sessions. The Budget Cut Special Session cut 3.6% from the higher education budget. The good news is that when the Legislature implements budget cuts, we have Bright Futures available and the budget cut increases do not have to be escrowed. Performance-based Initiatives:

Out of the $4 million available under performance-based Initiatives money, we get about $214,000, although it is non-recurring. The big question is whether we have
to cut again this year. A number of revenue sources in Tallahassee are down, totaling about $700M under for the State this year.

Looking to the 2008 session, there are 542 senate bills already filed, with another 197 for the House. A sample of these bills includes:

- A bill to allow technical centers to become technical colleges. Community Colleges are unhappy about this.
- A bill filed on behalf of UCF that will allow UCF to charge differential tuition (similar to the UF and FSU 30 and 40% increases slated for this year.)
- A bill to take USF Lakeland’s branch and allow it to become its own College in the State University system.

The BOG will meet December 5 and 6 in Orlando and will revise their Legislative budget request for 2008-09. One change since September is a system-wide engineering initiative that will allow us to get additional money. Budget for 2008-09: Given there is an enrollment growth freeze, we are not able to get money for that purpose. However, we can ask for money for unfunded growth such as transfers from community colleges, natural growth, and unfunded students. The BOG will discuss the Pappas Report, a report from a group of consultants that were hired to determine what the system should look like in Florida. The latest draft is on Janet Owen’s website. There are three primary categories in the draft—improved quality, increased baccalaureate degree production, and providing of appropriate funding. A number of additional items are listed under these three categories, which relate to what governance issues the BOG will assert. Anyone having comments concerning the drafts up through December 5 and 6 should contact Janet Owen.

**United Faculty of Florida – Henry Thomas**

UFF has been involved in State-wide operations. In addition, the Florida Tax and Budget Reform Commission have been meeting. Members of UFF have been calling members of the Commission to iterate the Union’s position. Henry Thomas urges all to do the same.

UFF chapter has two coffees with the President scheduled. The first is November 5 at 9:00 am and November 14 at 4:00 pm. Cheryl Frohlich sent a message to let everyone know that she is in pretty good spirits. Chris Rasche asked Henry to state what happened to Cheryl. Henry replied that she was in an automobile accident on I-95. She was life flighted to Shands with broken bones and other injuries. She will be out a lengthy period to recover.

VI. **QUESTIONS AND RESPONSES** (10 minutes)

**Question from Scott Hochwald:**
A colleague reported that the entrance way to parking garage near the fine arts building has a big hole that keeps emerging even after repairs. Is there a plan to repair the holes in the parking lot?

Judy Solano commented that the shuttle bus had to be rerouted as a result of the ‘crater’ as well.

*Shari Shuman will respond.*

**Question from Judy Solano:**
What is going on related to the review of the bylaws by the Union? The faculty put a
lot of work into these. Is there any time line set up?

Response from Henry Thomas:
The union and administration are meeting and will be coming back to the departments with comments. Henry hopes this will occur shortly.

VII.

LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

Agenda Item # 1 -FA 07-39: Submitted by the Executive Committee
Building Construction Management Department Name Changed Request
Chip Klostermeyer offered one clarification on Page 2 of the packet: The appropriate signatures and approvals were obtained even though they do not appear in the packet. Kathy Robinson moved the item. The item passed.

Agenda Item # 2 -FA 07-40: Submitted by the Academic Programs Committee
COAS – (Sociology & Anthropology; Political Science & Public Administration): New Courses, Course Changes, & Programs of Study (10 items)
Arturo Sánchez-Ruỉz moved the item. The item passed.

Agenda Item # 3 -FA 07-41: Submitted by the Academic Programs Committee
CCB - (Economics & Geography): New Minor (1 item)
Arturo Sánchez-Ruỉz moved the item. The item passed.

Agenda Item # 4 -FA 07-42: Submitted by the Academic Programs Committee
CCEC - (School of Computing; School of Engineering/Civil, Electrical, Mechanical): New Courses, Course Changes, & Programs of Study (73 items)
Arturo Sánchez-Ruỉz moved the item.

Question from Chris Rasche:
Concerning the summary of changes on page 19 that were approved in April by the Faculty Association and then by the BOT in June. If the program was approved, why is this on the agenda again?

Response from Judy Solano:
The program was approved in April. This item seeks approval of the individual APCs for the courses.
The item passed.

VIII. INFORMATION ITEMS

I. The APC Process and Curricular Governance
   The APC committee is holding an orientation luncheon in the Academics Affair conference room at noon tomorrow, November 2, to assist Departments and other in making the APC process run smoothly

II. Office 2007 File Compatibility

III. Mrs. Anna Duke Pearce Awarded An Honorary Degree

IV. Election of Nominations and Elections Committee
IX. ADJOURNMENT

Chip Klostermeyer adjourned the meeting at 12:50 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

The meeting was called to order at 12:21 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES - April 4, 2008 (2 minutes)

A motion to approve the minutes was made by Judy Solano. The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

From Chip Klostermeyer: The June and July Faculty Association meetings will begin at 12:45 p.m., not 12:15 pm.

From Mary Borg: UNF Athletics have had an exciting year. The transition from NCAA Division 2 to Division 1 is at the end of the 4th year. This is the year the self study was prepared and submitted. Special thanks to Janet Owen, Heather Patterson, and the chairs of subcommittees...David Jaffee, Lina Monell, and Karen Stone. The Peer Review visit will be on September 30 to October 2. The certification decision will be made in February 2009.

The golf team won the Atlantic Sun Conference Championship. A Sun TV allows subscribers to see all UNF conference games on TV. Michael O'Neill was named as both the scholar athlete of the year and the best athlete of the year. Amy Stroder won the first individual indoor track and field championship for UNF. Dusty Rhodes was inducted into the College Baseball Hall of Fame. We hired two new head coaches this year, one in women’s soccer and one in women’s volleyball. The coach of the women’s softball is retiring this year and just had her 500th career win. Baseball team defeated 4 nationally ranked teams. Our student athletes have a higher GPA than non-athletes at UNF.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)

Academic Programs Committee - Arturo Sánchez-Ruiz

The Committee met today and processed APCs and has a few legislative items on
today’s agenda.

**Academic Standards Committee - Marcia Lamkin**

The committee met for discussions and will continue at its next meeting.

**Adjunct Affairs Committee - Joe Flowers**

No report.

**Budget Advisory Committee - Jeffery Harrison**

The Committee met on April 23 and discussed the upcoming budget cuts. The Provost’s email sent out to faculty discussed the budget roller coaster. The total budget is budget in Academic Affairs is about $85 million per year. The reality of budget cuts is 4 to 5%. To accommodate the cuts, we have not filled 24 faculty lines, of which are included those who have retired and non-successful recruitments. We have not filled 11 vacated staff positions. No searches were cancelled. Other actions include increasing departmental chairs’ teaching load and reductions in adjunct usage and faculty overloads. No filled lines have been cut. Funds for travel are still available for next year. There are now limitations on new enrollments. The Committee’s next meeting will be on May 21 at 3:30 p.m.

**Campus Technology Committee - Katharine Brown**

The Committee has information items today from ITS. Two of the items are related to Windows Vista and Office 2007 which will start at the beginning of summer term. The building 15 computer lab and teaching labs will be part of the upgrade. Other technology classrooms will be delayed for summer term. Faculty are encouraged to start testing their software and look at information items. To upgrade to Office 2007 in faculty offices, contact C-tech for home machines. Faculty can buy upgrades for their home machines through the myWings portal. There are classes at CPDT to introduce the new software. The last information item relates to pass phrases. ITS will be implementing a new policy which specifies passwords to be a minimum of 15 characters starting when individual passwords expire during the summer. The Committee will meet May 19 at 1 p.m.

**Faculty Affairs Committee - Chris Rasche**

The Committee met on April 11 to continue revising the Faculty Academic Misconduct process. The next meeting is scheduled for May 14.

**Faculty Enhancement Committee - Gordon Rakita**

The Committee will not meet on May 5 as shown in the agenda packet. The Committee received an anonymous follow up question for the process used in
selecting recipients of Summer Teaching Grants. A response was forwarded.

**Nominations and Elections Committee - Russell Turney**

No report.

**Research Committee - Kathaleen Bloom**

The Committee met with Dr. Ebong on a variety of issues. The next meeting will be in fall semester.

**Strategic Planning Committee - Ellie Scheirer for Yemisi Bolumole**

The Committee met April 18 with Provost to discuss processes of determining mission/vision as it relates to the work of the Strategic Planning Committee.

**Support Services Committee - Adel El-Safty**

The Committee did not meet in April because its scheduled guest cancelled. The Committee will be meeting in May.

**Executive Committee - Katherine Robinson**

The Committee met and set the agenda for this meeting. The Committee also conducted an open hearing of the proposed movement of the mental health counseling program from COEHS to BCH.

V. **SPECIAL REPORTS** (10 minutes)

**Legislative Liaison Report - Janet Owen**

No report.

**United Faculty of Florida –Vicky Stanton for Henry Thomas**

UFF has opened bargaining sessions for the contract. UFF is addressing the legislative efforts to remove the BOG.

**From Chip Klostermeyer:**

We are hoping the legislative bill that proposes the BOG be eliminated will die. It seems like the house will not take up the bill in the session that ends tomorrow.

Governor Crist stated his willingness to approve a 6% tuition increase as part of the budget.

VI. **QUESTIONS AND RESPONSES** (10 minutes)
Question from Kathy Bloom for Dr. Workman:
In reference to the procedures for developing new policies, it appears that faculty are not involved in this process until after policies developed. Can you describe how the Faculty Association is involved in the early phases of the process, and if not involved, please give rational for why not?
Response from Mark Workman: He will respond in writing.

Question from David Courtwright:
An invitation was received by many faculty members to move from the ORP to the State Retirement Program. Why did they change the law to allow transfer?
This item will be forwarded to Janet Owen for a response.

Question from Chris Rasche:
Given that Microsoft has not stopped selling its XP software, why are we going to Vista and Office 2007?
Response from Kathy Brown: Conditions on license use exist. Microsoft specifies the date for which changeover to the old product will not be supported by Microsoft.
Response from Kathy Hughes: The CGS class texts cannot use XP because publishers have moved to Vista and Office 2007.

VII.
LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

Agenda Item# 1 - FA 08-20: Submitted by the Academic Programs Committee
College of Arts and Sciences
New Courses, Course Changes, & Programs of Study (6 items)
Undergraduate – Art & Design
Graduate – English
Item moved by Arturo Sánchez-Ruзв
Item passed.

Kathy Brown made a motion to reorder and move item #2 to the end.
A motion to reorder and move item #2 to the end moved this item.
Motion passed.

Agenda Item# 3 - FA 08-22: Submitted by the Academic Programs Committee
College of Education and Human Services
Programs of Study (1 item)
Graduate – Leadership, Counseling, & Instructional Technology
Item moved by Arturo Sánchez-Ruзв
Item passed.

Agenda Item# 4 - FA 08-23: Submitted by the Academic Programs Committee
Brooks College of Health
New Courses, Course Changes, & Programs of Study (28 items)
Graduate – Public Health
Undergraduate – School of Nursing
Graduate – School of Nursing
Item moved by Arturo Sánchez-Ruзв
Item passed.
Agenda Item# 2 - FA 08-21: Submitted by the Academic Programs Committee
College of Education and Human Services
New Courses, Course Changes, & Programs of Study (4 resubmitted items)
Undergraduate – Childhood Education

Comment from Chip Klostermeyer: This is the same item that was on last month’s agenda. We voted to return it to the Committee. The APC reprocessed this item.

Item moved by Arturo Sánchez-Ruís.

Comment from Candice Carter: A timeline handout clarifies the evolution of the model.

Comment from Mike Smith: A handout containing a list of errors and inconsistencies in the new APC form was distributed. As such, the item should be returned to an APC open hearing. Because that did not happen, a list of things wrong with the form includes:

- The prefix EDG is wrongly used.
- The faculty listed to teach it remains unqualified to teach the Music Education course.
- The resources section of the form has been left blank even though resources for a faculty member will be required.
- The Music Education department was not brought in and given the opportunity for input.

An attached diagram shows the history of the departmental structure.
The real reason behind this: Art and music education are taught in various ways throughout the State. Art and music are being reduced at the elementary level in public schools. We need to keep art and music viable in public schools.

Comment from Royal Van Horn: The memos imply that Foundations and Secondary Education were consulted although they parties were not consulted. The memo should have been included as an item in today’s packet as it was dated April 11 and delivered on April 14.

Comment from Wanda Hendrick: We have addressed every item questioned.

Was APC process followed? Yes according to the APC Chair.
Are courses added and deleted in Childhood Education Department? Yes.
Are secondary education students affected by this proposal? No.
Are art majors affected? No.
Are any music majors affected? No.
Are any art education or music education students affected? No.
Are any other programs across campus affected? No.

Our current faculty are relatively young and plan to be here a while. The only students that are affected are those in elementary education.

Comment from Candice Carter: The EDG prefix is a general education prefix and is used by throughout the College. The prefix is correct and has been verified by the University.

Comment from Royal Van Horn: The Faculty Association voted to return the item to the AP Committee, so there was no opportunity for others to be involved in the
process. I propose that the process be voted upon by secret ballot.

**Ruling by Judy Solano:** Motions called for secret ballots are not debatable or amendable. They require a majority vote to pass.

A vote was taken and the motion passed to have a secret ballot.

**Comment from Katrina Hall:** All of the inconsistencies have been addressed. Responses have been received from principals in surrounding districts and performed a literature review for integration relating to these courses.

**Comment from Otilia Salmon:** Curriculum issues should rest with the department. When the APC went to the curriculum committee and that was the time that something should have been said. There have been various meetings concerning this issue, and we have tried to solve the problem. The one person that Mike Smith thought was unqualified to teach was taken off of the APC. The purpose is to prepare teachers to integrate art and music into the curriculum, not to actually teach art or music.

**Call the question from Kathy Bloom.**

**Ruling from Judy Solano:** A call the question is not debatable or amendable. It requires a 2/3 vote to approve.

A vote was taken to end debate, and passed.

A secret ballot vote passed 45 to 25 in favor of item FA 08-21.

**VIII. INFORMATION ITEMS**

i. APC Resources Request

ii. Report on legislative agenda item # 3-FA 08-17 returned to the APC (FA meeting held on April 3, 2008)

iii. 3 Information Items from the Information Technology Services

iv. Standing and University Committee 2008-09 Election Results

v. 2007-08 Faculty Awards University Selection Committee Members

vi. Faculty Association 2008-09 Schedule

vii. Academic Programs Committee 2008-09 Schedule

**IX. ADJOURNMENT**

Chip Klostermeyer adjourned the meeting at 1:11 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

The meeting was called to order at 12:17 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES – November 1, 2007 (2 minutes)

A motion to approve the minutes was made by Kathy Robinson. The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

> From Chip Klostermeyer: Immediately after the Faculty Association meeting, there will be a holiday party today in the Faculty Commons until 2:00 pm.

>> From Deb Bundy from Human Resources:
All ORP participants should have received a packet in the mail concerning the changes in the FRS system. There is a one year open enrollment period option to change from ORP to FRS for faculty currently in the ORP system. There are four ways to make the change which will be mailed to those eligible. Everyone is entitled to an estimate of cost under each of these which can be requested from the State Division of Retirement. That estimate can be compared to the ORP money to make a decision of whether to transfer into FRS or remain in ORP. Faculty transfers into FRS must be 62 and have 30 years of service to be eligible for DROP. Workshops will be held after the first of the year.

>>>> Final exam schedule

>>>>> An additional item was made from the floor by Debra Murphy to thank Arturo Sánchez-Ruiz and Cindy Chin the APC for an outstanding job of processing the APCs this year.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)

Academic Programs Committee - Arturo Sánchez-Ruiz
The Committee processed 127 APCs from COAS, CCOB, COCEC, and COEHS which are included as agenda items. The total APCs processed for the whole semester is 384.

**Academic Standards Committee - Marcia Lamkin**

No report.

**Adjunct Affairs Committee - Joe Flowers**

No report.

**Budget Advisory Committee - Jeffery Harrison**

The Committee met on November 14 with Shari Shuman to discuss the 2007-2008 Budget. Shuman stated that the adjusted budget reduction $1,191,992 representing 1.4% of revenue. Joann Campbell will meet with the committee at its next meeting to discuss the Academic Affairs budget on January 23 at 2:30 pm in BCH 4032.

**Campus Technology Committee - Katharine Brown**

The Committee had a meeting on November 26 to continue discussion of the upgrade to Office 2007 and Vista. The student labs will be upgraded at the beginning of Summer term. Faculty are encouraged to get familiar with Vista during the spring term. Faculty may contact CIRT for help/training. Computers that are less than 2 years old or less will likely run VISTA. All new computers will have Vista loaded. Faculty should contact C-techs to become an early adopter. The next meeting is Monday, December 10 at noon.

**Faculty Affairs Committee - Katherine Robinson for Chris Rasche**

The committee is dealing with an academic integrity issue that is the primary issue on the Committee's agenda. The committee has drafted a resolution to show support for Governor Crist's Green initiative which appears as an item for today's meeting. The next meeting is December 12 at 12:15 pm.

**Faculty Enhancement Committee - Gordon Rakita**

Summer Teaching Grant reviews are completed and a list has been submitted Academic Affairs. The results were been sent out this week. The Committee reviewed the applications for an interim director of Faculty enhancement and submitted a recommendation to David Jaffee. The Committee is proceeding with the search for a permanent FEC director.
Nominations and Elections Committee - Robert Frankel

No report.

Research Committee - Kathaleen Bloom

No report.

Strategic Planning Committee - Yemisi Bolumole

The Committee met on November 16. Because the Provost’s task force is reviewing the University’s mission, the committee’s work is being held up. Yemisi Bolumole and Barbara Kruger sit on the task force and the Strategic Planning Committee. The next meeting is scheduled for December 7.

Support Services Committee - Adel El-Safty

The last meeting was held on November 28. Jennifer Neidhardt from HR attended the meeting and discussed the flex card which is not supported at UNF, the changes of life insurance providers, and traditional counseling for employees and dependents, disability insurance, and long term care available for families. The next meeting is January 23, 2008.

Executive Committee - Katherine Robinson

The Committee met to set the agenda for today’s Faculty Association meeting.

V. SPECIAL REPORTS (10 minutes)

Both President Delaney and Janet in Tallahassee at the Board of Governor’s meeting. The chancellor appears to be moving in the right direction for the University system once we can get the appropriate support. The lawsuit by the BOG has been heard but not yet ruled on. The chancellor also prepared a summary of changes proposed for Bright Futures that are being considered to make the Bright Futures program more solvent.

Legislative Liaison Report - Janet Owen

In Tallahassee. No report.

President John Delaney

In Tallahassee. No report
United Faculty of Florida – Shira Schwam-Baird
UFF has been reviewing all the bylaws that have been submitted and then sending them back to the respective departments with comments. All of them will be returned before the end of the semester.

Question from Kathy Robinson: Is there a bargaining session on Monday, and what items are on the agenda?

Response from Shira Schwam-Baird:
Yes, there is a bargaining session scheduled. The session will include a clean up items, a couple of tenure items, a section on leave, a section on class visitation, some rewriting of sabbatical articles to add the selection of sabbatical committee, and changes of the terminology in the P&T section. Bylaws also being rewritten on how procedures of how the bylaws are reviewed so that items will be caught sooner.

VI. QUESTIONS AND RESPONSES (10 minutes)
None.

VII. LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

Agenda Item# 1 - FA 07-43: Submitted by the Executive Committee
Restructuring Proposal to Implement a Nutrition & Dietetics Department
An updated proposal has been distributed. Kathy Robinson moved the item. The item passed.

Agenda Item# 2 - FA 07-44: Submitted by the Academic Programs Committee
College of Arts and Sciences
(Art & Design; English; History; International Studies; Music; Political Science & Public Administration; Psychology; Sociology & Anthropology): New Courses, Course Changes, & Programs of Study (91 items)
Arturo Sánchez-Ruỉz moved the item. The item passed.

Agenda Item# 3 - FA 07-45: Submitted by the Academic Programs Committee
Coggin College of Business
(Economic & Geography; Management): New Courses, Course Changes, & Programs of Study (14 items)
Arturo Sánchez-Ruỉz moved the item. The item passed.

Agenda Item# 4 - FA 07-46: Submitted by the Academic Programs Committee
College of Computing, Engineering, & Construction
(School of Computing): New Courses & Programs of Study (11 items)
Arturo Sánchez-Ruỉz moved the item. The item passed.

Agenda Item# 5 - FA 07-47: Submitted by the Academic Programs Committee
College of Education and Human Services
(Foundations & Secondary Education; Leadership, Counseling & Instructional Technology): Course Changes & Programs of Study (11 items)
Arturo Sánchez-Ruзв moved the item. The item passed.

**Agenda Item# 6 - FA 07-48: Submitted by the Faculty Affairs Committee**
Resolution Supporting Governor Charlie Crist’s Environmental Initiatives
Kathy Robinson moved the item.
Question by Scott Hochwald.... The third sentence stated as: “Whereas, immediate actions are available and required to address the impact of global climates changes” is too vague. A friendly amendment was offered and accepted to delete this clause.
Item passed as amended.

**Agenda Item# 7 - FA 07-49: Submitted by the Faculty Affairs Committee**
Recommendation Regarding Article 18.3 of the Collective Bargaining Agreement University Required Student Evaluations and Response Rate
Chris Rasche moved the item. The item passed.

**VIII. INFORMATION ITEMS**

Result of Election for the Nominations and Elections Committee

**IX. ADJOURNMENT**

Chip Klostermeyer adjourned the meeting at 12:42 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

The meeting was called to order at 12:45 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES –May 1, 2008 (2 minutes)

A motion to approve the minutes was made by Kathy Robinson. The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

From Judy Solano: Given the passing away this past couple of weeks of two of our colleagues, Dr. Sharian Deering and Dr. Ted Stumm, we should have a short moment of silence.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)

Academic Programs Committee - Arturo Sánchez-Ruiz

The Committee met today for its last meeting of the academic year. One legislative item is on today’s agenda. However, given that major items cannot be acted upon during summer Faculty Association meetings, several items that the Committee has already approved will not be presented as agenda items until the September meeting. Arturo thanks his committee members who are leaving their term and welcomes those joining in September.

Academic Standards Committee - Judy Solano for Marcia Lamkin

The Committee met and has one item on today’s agenda. Unless additional new business is pressing, the Committee will not meet until the Fall.

Adjunct Affairs Committee - Joe Flowers
No report.

**Budget Advisory Committee - Jeffery Harrison**

The Committee met on May 21 with both the old and new members. David Jaffee attended and shared the OFE budget for the upcoming year. The Committee supports the OFE budget. The next meeting is scheduled for August 20 at 1:00 pm in the BCH. Janet Owen will share what is happening in the Florida Legislature at that time.

**Campus Technology Committee - Katharine Brown**

The Committee has a reminder information item in the Faculty Association packet that passwords must be stronger (15 characters) on August 5 as passwords begin to expire.

**Faculty Affairs Committee - Chris Rasche**

The Committee met twice since the last Faculty Association meeting and continued revising the Faculty Academic Misconduct process document. The Committee will be running it by University Counsel and will schedule open hearings before presenting it to the Faculty Association as an agenda item. The next meeting is scheduled for July 1.

**Faculty Enhancement Committee - Gordon Rakita**

The Committee is currently in summer hibernation and will not meet until the Fall.

**Nominations and Elections Committee –Russell Turney**

No report.

**Research Committee –Katherine Robinson for Kathaleen Bloom**

The committee has been holding cyber elections. Negotiations are ongoing.

**Strategic Planning Committee –Yemisi Bolumole**

No Report.
Support Services Committee - Adel El-Safty

Adel El-Safty was elected as chair for the coming year. The Committee met on August 30 to set an agenda for the year. The next meeting is scheduled for September 26 at 12:15 pm, building 10, room 1130.

Executive Committee - Katherine Robinson

The Executive Committee met and set the agenda for this meeting. An open hearing about the proposed move of the music education program was held. The next meeting is scheduled for Tuesday, June 17.

V. SPECIAL REPORTS (10 minutes)

Legislative Liaison Report - Janet Owen

The Legislative session ended a month ago. The State budget is $66.2 billion, which is $6 billion less than the final 2007-2008 budget. The Budget includes a provision that the Governor can recommend and the Legislature Budget Commission can meet and authorize transfers to the General Revenue fund up to a billion dollars.

The Legislators cut their own salaries by 5%, but did not cut the Governor’s nor the Cabinet’s salaries.

The GR fund cut was $4.6 million for UNF. We got a 6% tuition increase and some other add backs including new lottery money.

The PECO budget has $6M for utilities and $24M for new part of social sciences building to add 90,000 square feet.

Capital Improvement funds for student fees: We got $500,000 for the student union and $4.5 for a sports performance center.

The Centers of Excellence money was raided. The differential tuition bill has not gone to the governor yet. Distance learning allows us to charge extra for DL, has gone to the governor’s office. Textbook affordability bill was signed by the Governor. It looks like things might turn around during the last quarter of 2009.

Comment from Judy Solano:
The BOG workgroup is looking at the textbook affordability bill that consists of faculty members. The plan is to come up with reasonable procedures and still support the intent of the bill.

United Faculty of Florida –Vicky Stanton for Henry Thomas
No report.

VI. QUESTIONS AND RESPONSES (10 minutes)
No questions.
VII.  LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act on or remove item)

**Agenda Item# 1 - FA 08-24: Submitted by the Executive Committee**
Proposal for Autonomy for the Chemistry and Physics Programs

Item moved by Kathy Robinson.
The item passed.

**Agenda Item# 2 - FA 08-25: Submitted by the Executive Committee**
The Proposed Move and Merge of the Department of Mental Health Counseling from COEHS to BCH

Item moved by Kathy Robinson.
The item passed.

**Agenda Item# 3 - FA 08-26: Submitted by the Academic Programs Committee**
Brooks College of Health
Undergraduate – Athletic Training & Physical Therapy
Courses Changes (2 items)

Item moved by Arturo Sánchez-Ruiz.
The item passed.

**Agenda Item# 4 - FA 08-27: Submitted by the Academic Standards Committee**
Policy for Dismissing a Student from a Graduate Program

Item moved by Judy Solano.
The item passed.

VIII. INFORMATION ITEMS
General Guidelines for Choosing Effective Terms on APC Forms

IX. ADJOURNMENT

Chip Klostermeyer adjourned the meeting at 1:04 pm.

Respectfully submitted,

Diane Tanner, Acting Secretary
I. CALL TO ORDER

The meeting was called to order at 12:22 pm by Chip Klostermeyer.

II. APPROVAL OF THE MINUTES – December 6, 2007 (2 minutes)

A motion to approve the minutes was made by Chris Rasche. The minutes were approved.

III. ANNOUNCEMENTS (5 minutes)

The deadline for Distinguished Professor, Outstanding Scholarship, and Outstanding Service Awards nominations is Thursday, January 17 at 5:00 pm. The preferred method is to nominate online or hand deliver to Cindy Chin in the Faculty Association office.

Nominations for Faculty Association officer positions will be taken from the floor at the February meeting. The descriptions of the roles of the three officers appear in today’s packet.

Mark Workman introduced Professor Courtney Hackney, the new director Coastal Biology Flagship program direction.

IV. STANDING COMMITTEE REPORTS (2 minutes per report)

Academic Programs Committee - Arturo Sánchez-Ruiz

The last meeting was held in December. The committee has several items on today’s agenda.

Academic Standards Committee - Marcia Lamkin

The Committee will meet Friday, January 11, 2008 at 10:00 AM to discuss the new policy to online coursework and testing. The item was referred to the Committee by Chip Klostermeyer given the cheating situation that occurred at FSU this year.
Adjunct Affairs Committee - Joe Flowers

The Committee will meet on Friday, January 18.

Budget Advisory Committee - Jeffery Harrison

The last meeting was November 14 with Shari Shuman as the guest. The meeting was depressing given the current budget situation. The budget reduction at UNF ended up to be about $1.1 million or 1.3% of gross revenue. The situation is not looking better over the next 18 months. Joann Campbell will attend the Committee’s next meeting on January 23 and will talk about the Academic Affairs budget.

Campus Technology Committee - Katharine Brown

The Committee met December 10. The Committee also discussed the new features on Blackboard. The Committee has met with Rick Buck to discuss the Copyright Fair Use Act. A second meeting is scheduled to continue the discussion with Rick this month. Dial-in access to campus servers has been terminated. A lock down browser that allows for online testing is being piloted on campus this semester. Vista and Office 2007 will roll out in the summer. The Committee urges faculty to educate themselves before summer arrives. The Committee meets on the fourth Monday in the Faculty Association meeting room at 11:00 AM, with the next meeting set for January 28.

Faculty Affairs Committee - Chris Rasche

The Committee met on December 6 to discuss three faculty academic misconduct cases. The first case had been referred to a special panel evaluated the case and issued a report stated the case did not meet the standard for the finding of misconduct under the current policy. The Committee reviewed the report from the special panel and agreed that the panel did due diligence. The other two cases were somewhat related to the first case. The informal investigation of both latter cases suggested that while the behavior was imprudent and unwise, but, under the current definition, they did not rise to the level of academic misconduct. Letters are being sent to the parties involved.

The increase in the number of misconduct cases over the last few years is probably due to two things. There seems to be a change in perception and awareness of misconduct, and many faculty are not aware that such a policy exists. The current policy was created a number of years ago to satisfy the Federal government in order to receive funding. The Committee believes that the policy is outdated and no longer adequate and needs to be revised. Some former practices of appropriating student work in order to enhance faculty scholarship and self plagiarism which involves recycling one’s own work will be discussed as well. The current definition of plagiarism in the Graduate Student handbook seems a better definition than the definition in the Faculty Handbook. The Committee will meet with Marc Snow at its next meeting on January 11 to discuss what needs to be
done to update the current policy and procedures relating to how cases of faculty academic misconduct are handled.

Question from Tayeb Giuma:
Can you help us understand what you mean by imprudent and unwise?

Chris Rasche stated she did not choose to define the terms. Chris believes the precise definition of the terminology is where the mine fields lie.

**Faculty Enhancement Committee - Gordon Rakita**

The Committee met December 10 to review the Committee’s review process of evaluating the summer teaching grants and to determine if the results of the current process are effective. The Committee is also preparing recommendations for those receiving summer teaching grants as to how the final reports should be prepared. The Committee is acting as the search committee for a new Faculty Enhancement director. One phone interview with one candidate was conducted. The Committee will have a campus visit from the candidate on January 15, which is also the date of the next meeting. The Committee will meet with the newly-appointed interim FE director Dan Richard as well.

**Nominations and Elections Committee - Russell Turney**

No report.

**Research Committee - Kathaleen Bloom**

The Committee met in December and forwarded the recommendations for the summer research grants.

**Strategic Planning Committee - Ellie Scheirer for Yemisi Bolumole**

The Committee met December 7 worked on revising its bylaws to better reflect what the committee actually does. One item on today’s agenda is the first reading of the Committee’s proposal to revise the bylaws for this committee. The next meeting is scheduled for January 18.

**Support Services Committee - Adel El-Safty**

The Committee met with a representative from Human Resources who addressed several issues. January 23 is next meeting.

**Executive Committee - Katherine Robinson**
The Committee met to set the agenda for today’s Faculty Association meeting.

V. SPECIAL REPORTS (10 minutes)

**Legislative Liaison Report - Janet Owen**
In Tallahassee. No report.

**President John Delaney**
The formal ground breaking of the COEHS was held this morning. This is fourth major project underway. The Brooks College of Health is scheduled to open this fall. The other three are on schedule to open next year.

There is more bad news concerning the budget. An approximate three percent budget callback was made last year. The word is that another 3% budget cut will occur during the next 60 days or so, and another 3% cut next fiscal year. However, tuition did increase this semester to offset some of the cut. The high priority is to keep the cuts from impacting the academic side of UNF if possible. Next year’s budget is projected to be less than this year’s budget. The budget problems are projected to continue to 2009.

**Question from Kathy Robinson:** What is the significance of the Graham suit being tossed out of court?

**Response from President Delaney:** There are two sets of plaintiffs—Bob Graham and the BOG. The court ruled that the plaintiff’s did not have cause to enter into the suit. The BOG will be allowed to replead by stating what it was that the BOG wanted to do that it wasn’t able to do. The BOG may go ahead and increase tuition beyond what the legislature would like and force a suit against them. The ruling delays the amount of authority that the BOG has. There is strong consensus in Tallahassee that tuition authority lies with the BOG. The Chancellor wants to increase tuition to national average and is working to get parties to agree to this. This will likely be introduced over the next 30 days. Some other University’s have talked about laying off faculty to address budget cuts.

**United Faculty of Florida – Henry Thomas**
Bylaws: All departments that submitted bylaws have heard from the administration/UFF review team. He is hoping to have all finalized and in place by March 1. UFF just concluded bargaining session and is planning on having a ratification vote in early February. The document will be on UFF’s website next week UFF plans to meet with faculty in mid to late January to discuss. The budget situation is poor. UFF has taken a very strong position on Amendment 1 to be on the ballot. UFF will likely join the lawsuit again the Legislature for tuition setting power. UFF also filed a suit against BOG with regard to the travel ban on non-state funded and due process issues. The Union has continuing concerns with fiscal matters with securities in the State retirement fund. This issue will be on its next agenda.

**Promotion and Tenure Committee - Katherine Robinson**
The P&T committee met late in December and received the charge from the Provost. The committee is reviewing 34 dossiers and will be starting its first marathon session Friday, January 11, 2008 at 9:00 a.m.

VI. QUESTIONS AND RESPONSES (10 minutes)

**Question from Ellie Scheirer:**
What are the plans and the schedule associated with the election of P&T Committee member for 2008-09? Many of the current committee members have been extended quite a few times.

**Response from Henry Thomas:**
There should be an election in March. He will get specific information later.

**Question from Tayeb Guima for Chip Klostermeyer and the Provost:**
Should the University hold students and faculty to different academic and ethical standards?

**Response from Chip Klostermeyer:**
Different issues are involved with each, but both should be held to the same high standards. The Faculty Affairs Committee is looking at the Academic Misconduct Policy for faculty to bring it up to date. The student policy was recently updated last year.

**Mark Workman will respond in writing.**

**Question from Tayeb Guima:**
The Graduate Catalog considers the submission of substantial portions of the same work to be a violation of academic integrity. Why does this standard not apply to our faculty?

**Response from Chip Klostermeyer:**
I believe it does apply to faculty. The definition that appears in the policy may need to be updated which is what the Faculty Affairs Committee will be considering.

**Question from Tayeb Guima:**
Let me make sure I understand. According to the Graduate Catalog, self plagiarism is a violation of academic integrity. Should this apply to faculty? As the President of the Faculty Association, do you think self plagiarism should apply to faculty?

**Response from Chip Klostermeyer:**
That is a question for the Committee to consider. If you believe strongly, then your input to the committee will be most welcome as the policy is revised.

**Question from Tayeb Guima:**
I am not addressing the Committee. I am addressing you as the President of the Faculty Association.

**Response from Chip Klostermeyer:**
You can ask my personal opinion, but that is irrelevant. I cannot speak for the Faculty Association on that issue.

**Question from Tayeb Guima:**
My question for you is very simple. Do you consider self plagiarism to be a violation of academic integrity for faculty?

**Response from Chip Klostermeyer:**
That is a more generic question. Is it a violation of academic integrity or the UNF academic integrity code? Those are different questions. You have to operate within the definitions of the law.

**Debra Murphy:** I don’t understand what is going on. I don’t have the context for the exchange.

Receiving Mark Workman’s comments in writing would be helpful.

**Response from Chip Klostermeyer:**
I will ask the Provost to send me his response and then I will attach my response to it.

**Request from Mark Workman asking Tayeb to express his questions clearly in writing.**
VII. LEGISLATIVE ITEMS (5 minutes to reorder list) (20 minutes to act immediately on or remove item)

Agenda Item# 1 - FA 08-01: Submitted by the Academic Programs Committee
College of Arts and Sciences
Undergraduate – Art & Design (APC 2 & 3 – 7 items)
Moved by Arturo Sánchez-Ruiz.
The item passed.

Agenda Item# 2 - FA 08-02: Submitted by the Academic Programs Committee
College of Computing, Engineering, & Construction
Undergraduate – Construction Management (APC 2 – 1 item)
Moved by Arturo Sánchez-Ruiz.
The item passed.

Agenda Item# 3 - FA 08-03: Submitted by the Academic Programs Committee
College of Education and Human Services
Graduate – Exceptional Student & Deaf Education (APC 1 & 3 – 10 items)
Undergraduate – Leadership, Counseling, & Instructional Technology (APC 3 – 1 item)
Moved by Arturo Sánchez-Ruiz.

Question from Jeffrey Harrison: It came up as a budget issue. Does anyone know if there will be any resources required?
Response from Len Roberson:
The courses in the new concentration are cross-listed with other courses. They don’t w faculty or resources.
Arturo Sánchez-Ruiz added that the APC process does not challenge issues related to resources and that chairpersons are aware of this. There are two parts to all new degree programs. The first step is the program goes to the BOT to ask for approval, and in this step all resources needed should be requested. When the approval comes back thru the APC process, resource questions should already be answered.
The item passed.

Agenda Item# 4 - FA 08-04: Submitted by the Academic Programs Committee
Brooks College of Health
Graduate – Athletic Training & Physical Therapy (APC 2 & 3 – 23 items)
Moved by Arturo Sánchez-Ruiz.
The item passed.

Agenda Item# 5 - FA 08-05: Submitted by the Academic Standards Committee
Graduation – Associate in Arts Degree: Minimum of the Required Credit Hours
Item withdrawn by the Committee.

Agenda Item# 6 - FA 08-06: Submitted by the Academic Standards Committee
Graduation – Baccalaureate Degree: Minimum of the Required Residence Hours
Moved by Marcia Lamkin.
The item passed.

**Agenda Item# 7 - FA 08-07: Submitted by the Strategic Planning Committee**

1st Reading: By-Laws Revision and Committee Name Change Proposal.
This is the first reading. The item will be voted on next meeting.

VIII. INFORMATION ITEMS

Nomination forms for faculty awards.

IX.  **ADJOURNMENT**

Chip Klostermeyer adjourned the meeting at 1:07pm.

Respectfully submitted,

Diane Tanner, Acting Secretary