

**Senate Steering Committee  
Minutes  
July 7, 2005  
12:00 -2:20 P.M.  
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**Agenda:**

Approval of Minutes  
Chair's Report  
President's Report  
Information Items  
Council Reports

**Attendees:**

**Present:**

Frank Bova  
Sandra Chance  
Robert Cousins  
Joe Glover  
Mike Katovich  
Saeed Khan  
Bernie Machen  
Kim Tanzer  
Barbara Wingo  
Danaya Wright

**Absent:**

Pradeep Kumar  
Jack Mecholsky  
Scott Nygren  
Pierre Ramond

The Meeting was called to order at 12:00 P.M. by Kim Tanzer

**Approval of Minutes:**

Kim Tanzer

The minutes from the May 26, 2005 meeting were unanimously approved.

**Chair's Report:**

Kim Tanzer

Professor Tanzer updated the committee on progress on meetings with college deans regarding college Senate participation.  
She will also meet with faculty and student groups to gather feedback about improving the university.  
Professor Tanzer explained the council concerns matrix to be used at the Senate workday.  
It includes pairing administrators with each policy council.  
Individual listservs are being created for each college's senators.  
There is now an e-mail address for the Faculty Senate chair. It is [facultysenatechair@ufl.edu](mailto:facultysenatechair@ufl.edu).  
A block of time will be set aside for open discussion at future Steering Committee meetings.

## **President's Report:**

Dr. Machen

Dr. Machen discussed the budget for the upcoming year and said he would meet with the appropriate council to discuss further. He emphasized the tuition budget shortfall and the high cost of energy. Kim Tanzer volunteered to write a letter concerning campus energy use to Ed Poppell. Dr. Machen also said the results of the faculty and staff survey will be available later this month. Finally, Dr. Machen talked about the plan for administrative evaluations. He will work in conjunction with the appropriate council to develop a procedure for the evaluations.

## **Information Items:**

### **Shared Governance**

Kim Tanzer

Professor Tanzer talked about building shared governance through involvement at the unit level. She explained that the priority should be to look at working principles that can be applied throughout the university rather than definite structures that may not work for colleges of different sizes.

### **Sunshine Laws**

Barbara Wingo

Dr. Wingo spoke about the function of the Steering Committee and how it relates to public records law. She noted that the most recent version of all by laws and the constitution are on the General Council's Web-site. She stressed the importance of notice for public meetings and the procedure for taking minutes.

### **PeopleSoft Update**

Kim Tanzer

There was no PeopleSoft update.

## **Council Reports:**

### **Budgeting Council**

Frank Bova

The council has ended its first year of fact finding meetings and will determine which issues to focus on in the upcoming year. Dr. Bova expressed the council's desire to have more faculty representation on the RGP Board.

### **Faculty Welfare Council**

Mike Katovich

The council discussed obtaining information on the faculty surveys, becoming involved in the administrative evaluations and the creation of an ad hoc subcommittee on benefits.

### **Research Council**

Saeed Khan

Professor Khan brought up concern about the budget and graduate student tuition increases.

The meeting was adjourned at 2:20 P.M.

### **Action Items:**

Steering Committee members will submit topics for Professor Tanzer's discussion with faculty and student organizations.

Submit names of administrators to invite to Senate workday as well as issues you would like to discuss.

Barbara Wingo will create a one page summary about the sections of the Sunshine Laws that pertain to the various councils and committees and public records.