



MEMORANDUM

TO: President Edward T. Foote II

FROM: *X* Kamal Yacoub *Kamal Yacoub*  
Chair, Faculty Senate

DATE: April 21, 1994

SUBJECT: Faculty Senate Legislation #93004(B) -  
Repeal of Faculty Senate Legislation #87028(B)  
Disestablishment of the Guidance Center as an Academic Unit

*4/24*  
*Kamal,*  
*I appreciate -*  
*Thanks.*  
*EDF*

The Faculty Senate, at its meeting of March 21, 1994, voted to approve Faculty Senate Legislation #93004(B) - Repeal of Faculty Senate Legislation #87028(B) - Disestablishment of the Guidance Center as an academic unit. The text of the legislation is as follows:

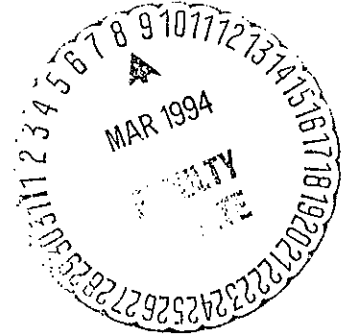
"The Faculty Senate repeals Bylaw 7 (now Bylaw 6 in the Faculty Manual draft revision,) (Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an academic unit in which there are faculty appointments and a Faculty Senator. Faculty members tenured in the Guidance Center shall retain tenure at the University and shall maintain all the rights, privileges and benefits of their tenured status."

This legislation is now forwarded to you for your action.

KY/b

Enclosure

cc: Provost Luis Glaser  
Dr. Malcolm Kahn




Executive Vice President and Provost

MEMORANDUM

March 8, 1994

TO: Kamal Yacoub  
Chair, Faculty Senate

FROM: Luis Glaser  
Executive Vice President and Provost 

SUBJECT: Senate Legislation #87028(B) [Revised]

Upon approval of Faculty Senate Legislation #87028(B) [Revised], disestablishing the Guidance Center as an academic unit, the tenured faculty in the Guidance Center will be assigned to the College of Arts and Sciences for the purposes of promotion and participation in faculty governance. They will retain all the rights, privileges, and benefits of their tenured status. The College of Arts and Sciences has approved the reassignment of these faculty. They will vote within the College in matters of representation to the Senate, and the Department of Psychology has voted to accept them as part of its voting group in Senate elections. They will be accorded voting rights in College meetings on matters of general faculty interest. Annual Reviews for salary increases will be conducted by the Vice President for Student Affairs in consultation with the Dean of the College of Arts and Sciences. Special Reviews for promotion will be conducted by the Dean of the College, after consultation with the Vice President for Student Affairs as to the service contributions of the faculty member under consideration. A Special Evaluation Committee appointed by the Dean of the College of Arts and Sciences will develop any special criteria for promotion in consultation with these faculty.

:gb

CAPSULE: Faculty Senate Legislation #93004(B) -  
Repeal of Faculty Senate Legislation #87028(B) -  
Disestablishment of the Guidance Center as an Academic Unit

RESPONSE BY THE PRESIDENT:

DATE: 4/25/94

APPROVED: Yes 302

OFFICE OR INDIVIDUAL TO IMPLEMENT OR PUBLISH: \_\_\_\_\_

EFFECTIVE DATE OF LEGISLATION: \_\_\_\_\_

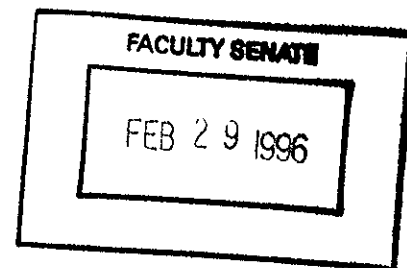
NOT APPROVED AND REFERRED TO: \_\_\_\_\_

REMARKS (IF NOT APPROVED): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



COLLEGE OF ARTS AND SCIENCES

CDFH1



Office of the Dean

MEMORANDUM

February 2, 1996

TO: Steven G. Ullmann, Vice Provost  
for Faculty Affairs

FROM: <sup>PHB</sup> Paul H. Blaney, Associate Dean  
College of Arts and Sciences

RE: Faculty Previously Holding Tenure in the Guidance Center

I had thought the matter of Drs. Kahn, Rappaport, Rogers, and Zwibelman had been resolved in 1994 in a way which assured the faculty voting rights of these individuals. However, I am told by Dr. Kahn that these individuals have not been receiving Faculty Senate ballots, nor other related Senate materials. This is apparently because the Faculty Affairs office has not been including these individual's names on faculty rosters from which the Senate works.

I would appreciate it if you would make sure that (a) the name of Dr. Rogers is entered on faculty rosters in such a way as to allow her to vote in Senate elections along with our English faculty, and (b) the names of Drs. Kahn, Rappaport and Zwibelman are shown as being entitled to vote in Senate elections along with psychology faculty. As these individuals are all tenured, their inclusion on these lists is not time-limited. Keep in mind, of course, that these individuals' titles do not conform to their voting rights; for instance, though Dr. Rogers is an Associate Professor who votes with (and teaches in) the Department of English, she does not hold the title "Associate Professor of English."

Should you wish to consult the documentation on this, I refer you to FS #93004(B), passed on March 21, 1994, and related correspondence from Luis Glaser to Kamal Yacoub dated March 8 and May 2 of that year. I have copies of these and related documents if you wish to see them.

I would appreciate receiving confirmation that this matter has been addressed.

phb:ek\counsel.cen



Executive Vice President and Provost

MEMORANDUM

May 2, 1994

TO: Dr. Kamal Yacoub  
Chairman, Faculty Senate

FROM: Luis Glaser  
Executive Vice President  
and Provost

A handwritten signature in black ink, appearing to be "Luis Glaser", written over the printed name.

SUBJECT: Senate Legislation 87028 (B) [Revised]

Paul Blaney has pointed out to me that we probably should have a clarification on my March 8 memorandum to you regarding the fact that only three of the individuals in the Guidance Center will vote in the Department of Psychology. One will vote in English and I have so restated the memorandum.

I am sorry about any confusion this might have caused.

LG:tmp

Enclosure

cc: Dean Ross Murfin  
Dr. Paul Blaney

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758



Executive Vice President and Provost

REVISED

MEMORANDUM

March 8, 1994

TO: Dr. Kamal Yacoub  
Chair, Faculty Senate

FROM: Luis Glaser  
Executive Vice President  
and Provost

A handwritten signature in black ink, appearing to read "Luis Glaser", written over the printed name in the "FROM" field.

SUBJECT: Senate Legislation #87028 (B) [Revised]

Upon approval of Faculty Senate Legislation #87028 (B) [Revised], disestablishing the Guidance Center as an academic unit, the tenured faculty in the Guidance Center will be assigned to the College of Arts and Sciences for the purposes of promotion and participation in faculty governance. They will retain all rights, privileges and benefits of their tenured status. The College of Arts and Sciences has approved the reassignment of these faculty. They will vote within the College in matters of representation to the Senate, and the Department of Psychology has voted to accept three of them as part of its voting group in Senate elections, and one will vote in the Department of English. They will be accorded voting rights in College meetings on matters on general faculty interest. Annual Reviews for salary increases will be conducted by the Vice President for Student Affairs in consultation with the Dean of the College of Arts and Sciences. Special Reviews for promotion will be conducted by the Dean of the College, after consultation with the Vice President for Student Affairs as to the service contributions of the faculty member under consideration. A Special Evaluation Committee appointed by the Dean of the College of Arts and Sciences will develop any special criteria for promotion in consultation with these faculty.

LG:tmp

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758

**Faculty Senate Legislation #93004(B) -  
Repeal of Faculty Senate Legislation #87028(B)**

The Chair reviewed the supporting documentation of the proposed legislation to disestablish the Guidance Center as an academic unit. It was *moved* and seconded to approve the proposal. The *motion carried*.

**Proposal for a Ph.D. program in Physical Therapy (first reading)**

Professor Warren presented the proposal for its first reading and distributed a caveat to the recommendation of the review committee. The Director of the Program, Dr. Sherrill Hayes, responded to questions from the Senate relating to the possibility of a deficit in the department budget which might impact on the general University budget, possible coordination between the program and the School of Nursing. Dr. Hayes also answered questions about the program faculty, curriculum, the stipends to be offered students, and the nature of the scholarly field of endeavor. She stated that there are only ten existing Ph.D. programs in the country. However, faculty in the proposed Ph.D. program have their degrees mostly in the basic sciences, epidemiology, neuroscience, neuropsychology and higher education administration. Following discussion, it was suggested that, at a subsequent time, the issue of graduate stipends should be examined.

**Proposal for a Ph. D. program in Epidemiology (first reading)**

Professor Warren introduced Professor Trapido, Director of the Program, Professor Donohue and Professor Prineas, Chair of the Department of Epidemiology to answer questions from the Senate. He then presented a summary of the proposed program. Professor Green suggested that the Departments of Mathematics and Biology be contacted, prior to the next reading, with regard to including a biostatistics or mathematical statistics course in the curriculum. He said that this concern was expressed by the outside reviewers and the Graduate Council. The issue of space fragmentation was addressed by Professor Prineas who said that the class space is adequate although scattered and there are sufficient computer facilities for each graduate student to have a work station. In response to a query about whether this program, or the Public Health program in general, coordinated with the Health Administration in the School of Business Administration, Vice Provost Ullmann said that it is not at this time but does not preclude some affiliation in the future. It was suggested that the doctoral degree existing courses and course number and the proposed courses, along with an abbreviated syllabus, be provided for the next reading of the proposal. Professor Ladner noted that ARPANET is no longer available as a computer network.



Executive Vice President and Provost

MEMORANDUM

March 8, 1994

TO: Kamal Yacoub  
Chair, Faculty Senate

FROM: Luis Glaser  
Executive Vice President and Provost

SUBJECT: Senate Legislation #87028(B) [Revised]

A handwritten signature in cursive script, appearing to read "Luis Glaser".

Upon approval of Faculty Senate Legislation #87028(B) [Revised], disestablishing the Guidance Center as an academic unit, the tenured faculty in the Guidance Center will be assigned to the College of Arts and Sciences for the purposes of promotion and participation in faculty governance. They will retain all the rights, privileges, and benefits of their tenured status. The College of Arts and Sciences has approved the reassignment of these faculty. They will vote within the College in matters of representation to the Senate, and the Department of Psychology has voted to accept them as part of its voting group in Senate elections. They will be accorded voting rights in College meetings on matters of general faculty interest. Annual Reviews for salary increases will be conducted by the Vice President for Student Affairs in consultation with the Dean of the College of Arts and Sciences. Special Reviews for promotion will be conducted by the Dean of the College, after consultation with the Vice President for Student Affairs as to the service contributions of the faculty member under consideration. A Special Evaluation Committee appointed by the Dean of the College of Arts and Sciences will develop any special criteria for promotion in consultation with these faculty.

:gb



### Annual Report of the Faculty Senate Library Committee

The Library Report was deferred to the February 21 Faculty Senate meeting for discussion with Professor Gregory Bush, Chair of the Library Committee, and Mr. Frank Rodgers, Director of the Libraries.

### Proposed Revision to Faculty Senate Legislation #87028(B)

493004(B)

Professor Yacoub distributed a proposed revision to Faculty Senate Legislation #87028 which was approved by the Senate last spring. He informed the Senate that a vote on the proposal would not be held until the February Senate meeting. Professor Clasby reviewed the proposed changes to the legislation. It was *moved* and seconded to defer further discussion to the February Senate meeting. The *motion carried*.

### Progress Report on Non-discrimination

Professor Carrier summarized the progress being made on the University's Non-discrimination policy. The President stated that agreement has been reached on the principle that sexual preference will be added to the list of human characteristics about which the University is not allowed to discriminate. However, agencies which have a University association but are beyond the control of the University, an exception will be made. Professor Yacoub suggested that once a policy has been agreed upon by the administration and the Senate representatives, it will be forwarded to the Senators to allow time for discussion with their constituencies. Professor Green reminded the Senate that the General Counsel's office offered to provide the Senate with a list of institutions, their policies on sexual harassment, and specific wordings where there is some partial exclusion or caveat. Professor Oxman urged that an official internal interpretation of policy be made by the administration.

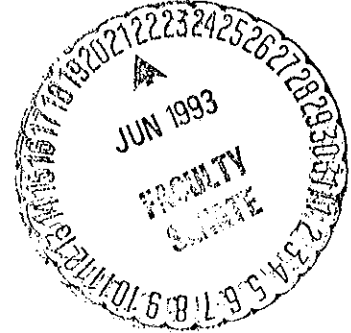
### Progress Report on Misconduct in Research

Professor Warren reported on the progress of the University's policy on Misconduct in Research. He stated that the issue of misconduct, and how broadly it should apply, has tentatively been decided. The issue of process, dealing with the committee structure, remains to be resolved. The Research Council has recently joined the discussion and will contribute to the final outcome. Professor Warren outlined the timetable for having material ready for distribution to the Senate.

FIXED  
6-22-93  
WJW



COLLEGE OF ARTS AND SCIENCES



Office of the Dean

MEMORANDUM

June 21, 1993

TO: William Whelan, Chairman  
Faculty Senate

FROM: Paul H. Blaney, Associate Dean  
College of Arts and Sciences *PH Blaney*

RE: Senate Legislation #87028(B)

When a copy of this legislation was sent to the office last March or April, Dean Murfin passed it on to me for action. It became clear to me that the legislation was unclear at several key points, as I indicated in subsequent memos to the Senate.

Since that time, I have been involved in a number of conversations regarding the matter, and I believe that I have come up with a redraft which, while maintaining the exact intent of the legislation, avoids its lack of clarity and specificity. I have shared the enclosed wording with the key individuals involved, and I believe that they find this wording acceptable. (This is not to say that all individuals laud the changes that were instituted in the functioning of the Guidance Center in the mid-1980s, but that is a separate matter.)

In any case, that redraft is enclosed. It might be appropriate if the Senate would now pass that redraft, if it approves, and if this new version were viewed as settling the matter.

cc: Luis Glaser, Provost  
Barry Zwibelman  
Malcolm Kahn  
Charlotte Rogers  
Josephine Johnson

DRAFT 5/17/93

Proposed revision of Faculty Senate Legislation #87028(B).

1. The Faculty Senate repeals Bylaw 7 (now Bylaw 6 per Faculty Manual draft revision, Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an independent academic unit in which there are faculty appointments and a Faculty Senator. This action does not, however, disestablish the Counseling Center (which is the remaining subunit of the Guidance Center) as an administrative unit engaged in teaching and research and in providing services to the University community.

2. Persons holding tenure in the Guidance Center shall retain tenure at the University, at their current academic rank. These individuals shall maintain all existing rights, privileges, and benefits of their tenure status. With respect to title, for those currently appointed to the Counseling Center, the term Guidance Center will be replaced with Counseling Center (e.g., "Associate Professor in the Guidance Center" becomes "Associate Professor in the Counseling Center"). For the individual currently assigned to full-time teaching in the College of Arts and Sciences, the new title will be "Associate Professor in the College of Arts and Sciences".

3. Persons holding tenure in the Guidance Center shall be assigned to the College of Arts and Sciences for the purposes of faculty rank and tenure and for participation in faculty governance, including eligibility for election to any position for which other Regular Faculty in the College are eligible. In particular, they shall vote within the College with regard to representation to the Faculty Senate, to the College Council, and other matters of general faculty interest, and they shall hold voting rights at general faculty meetings of the College of Arts and Sciences. Secondary appointments may be made (or continued) in appropriate departments.

4. Persons holding tenure in the Guidance Center shall retain their prerogatives regarding salary increases and promotions.

4A. Annual merit increases shall be determined by the Provost, based on evaluations and recommendations provided by the administrative officer(s) to whom the faculty member reports. For those serving in the Counseling Center, this refers to the officer(s) to whom they report with respect to their professional responsibilities as members of the Counseling Center, and such increases shall reflect their status as tenured faculty and their performance in the Center. For the individual assigned to a teaching role in the College of Arts and Sciences, these officers will be the Chair of the relevant Department and the Dean of the College.

4B. Evaluations for promotion shall be under the auspices of the Dean of the College of Arts and Sciences, following established procedures for the appointment of a Special Evaluation Committee in cases in which there are fewer than six full professors in a candidate's department. The first such Special Evaluation Committee to be appointed shall be charged not only with reviewing the first such candidate(s) for promotion but also with determining, in consultation with the Director of the Counseling Center, the Dean and Provost, what the reasonable and fair criteria for such promotions should be. These same criteria should be applied with respect to all such individuals if and when they, in turn, are reviewed for promotion.

COPY

Memorandum

TO: Ross Murfin  
Dean, College of Arts and Sciences

FROM: Rod Wellens  
Chairman, Department of Psychology

SUBJECT: Limited Voting for Counseling Center Faculty

DATE: May 28, 1993

At its last regularly scheduled meeting of the academic year, the Faculty of the Department of Psychology voted 26 "for" to 1 "against" to approve limited voting privileges for tenured faculty at the University Counseling Center (N. Deaton, M. Kahn, E. Rappaport and B. Zwibelman) in the matter of Faculty Senate Representative and, if requested, College Council Representative. The Psychology Faculty was very specific in extending voting privileges only to these individuals in the two areas mentioned, provided the legislation outlined in your memo of April 21, 1993 obtains final approval. It should also be noted for the record that this action has no implications for any change in the location of tenure lines currently assigned to the Counseling Center. I was assured of the latter in a telephone conversation with Provost Glaser prior to the faculty vote. The positive vote may be interpreted as a cooperative move on the part of the Department and as a courtesy extended to the Counseling Center faculty.



COLLEGE OF ARTS AND SCIENCES

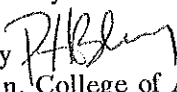
MEMORANDUM

May 5, 1993



Office of the Dean

TO: Josephine Johnson  
Vice Chair, Faculty Senate

FROM: Paul H. Blancy   
Associate Dean, College of Arts and Sciences

RE: Status of Guidance Center Faculty

Enclosed is a proposed revision of Senate Legislation 87028B, for consideration by the Senate. It is the product of an effort to address concerns expressed regarding the version as passed, in a fashion which all concerned parties find acceptable. I believe that, were the Senate to pass this version, the matter would be almost settled.

There are, however, a few loose ends that perhaps remain:

1. The status of Associate Professor Charlotte Rogers. If her status is covered by this legislation (and I think it certain that it would be), some modifications may be needed. That is, this draft makes some mention of details that pertain to the context of the Counseling Center faculty but not to her, i.e. sentence 3 of paragraph 2, and the phrase "the Director of the Counseling Center" in sentence 2 of Paragraph 4B. (Regarding paragraph 2, though it seems clear that her current title of "Associate Professor in the Guidance Center" would be inappropriate under this legislation, it is not clear what title should be used in her case. The present draft thus takes a stance regarding the new titles of Counseling Center staff, but not of Professor Rogers.) In any case, I urge you modify this draft in a fashion which clarifies Professor Rogers' status in this legislation before a new version is passed by the Senate.

2. The matter of the implementation of voting rights. As voting regarding Senate and Council representation is largely departmentalized within the College, the College's willingness to accept individuals onto its voting roster should be viewed as contingent upon willingness of the affected department(s) to do so. Departmental approval is currently being sought. I do not at this point have reason to expect refusal, and I will let you know promptly if a problem arises.

3. The matter of College Council representation. If such departmental approval materializes, it appears clear that the College Faculty also approve the arrangement--at least insofar as it entails the rights of the individuals in question (a) to participate as voting members at meetings of the College Faculty and (b) to participate fully in elections to the Faculty Senate. It is less clear that College Faculty will accept this legislation with respect to the full participation of these individuals vis a vis the College Council. My guess is that, were the Senate to pass this legislation in the present form (i.e., awarding Council participation rights), the College Faculty would probably go along, but I may be wrong.

cc: Dr. Luis Glaser  
Dr. Malcolm Kahn  
Dr. Barry Zwibelman

phb:ek/johnson,jos

DRAFT 5/5/93

Proposed further revision of Faculty Senate Legislation #87028(B).  
Additions are underlined. Rephrasings are boldface.

1. The Faculty Senate repeals Bylaw 7 (now Bylaw 6 per Faculty Manual draft revision, Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an independent academic unit in which there are faculty appointments and a Faculty Senator. **This action does not, however, disestablish the Counseling Center (which is the remaining subunit of the Guidance Center) as an administrative unit engaged in teaching and research and in providing services to the University community.**

2. Persons holding tenure in the Guidance Center shall retain tenure at the University. Existing tenured faculty shall maintain all existing rights, privileges, and benefits of their tenure status. Their titles (and options for titles on promotion) will remain as they have been, except that, for those currently appointed to the Counseling Center, the term Guidance Center will be replaced with Counseling Center (e.g., "Associate Professor in the Guidance Center" becomes "Associate Professor in the Counseling Center").

3. Existing tenured faculty in the Guidance Center shall be assigned to the College of Arts and Sciences for the purposes of faculty rank and tenure and for participation in faculty governance, including eligibility for election to any position for which other Regular Faculty in the College are eligible. In particular, they shall vote within the College with regard to representation to the Faculty Senate, to the College Council, and other matters of general faculty interest, and they shall hold voting rights at general faculty meetings of the College of Arts and Sciences. Secondary appointments may be made (or continued) in appropriate departments.

4. Existing tenured faculty shall maintain opportunities for evaluation for merit salary increases and promotions.

4A. Annual evaluations for merit increases shall be determined by the Provost, based on recommendations from the administrative officer(s) to whom they report with respect to their professional responsibilities as members of the Counseling Center; such increases shall reflect their status as tenured faculty and their performance in the Counseling Center.

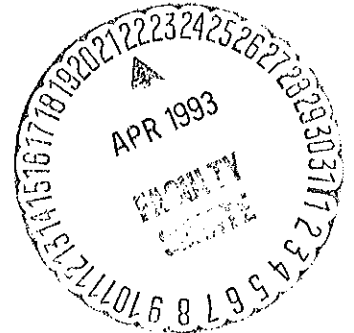
4B. **Evaluations for promotion shall be under the auspices of the Dean of the College of Arts and Sciences, following established procedures for the appointment of a Special Evaluation Committee in cases in which there are fewer than six full professors in a candidate's department. The first such Special Evaluation Committee to be appointed shall be charged not only with reviewing the first such candidate(s) for promotion but also with determining, in consultation with the Director of the Counseling Center, the Dean and Provost, what the reasonable and fair criteria for such promotions should be. These same criteria should be applied with respect to all such individuals if and when they, in turn, are reviewed for promotion.**



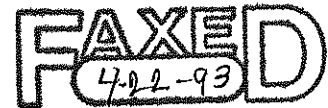
COLLEGE OF ARTS AND SCIENCES

M E M O R A N D U M


April 21, 1993



Office of the Dean



TO: William Whelan, Chairman  
Faculty Senate

FROM: Paul H. Blaney, Associate Dean   
College of Arts and Sciences

RE: Senate Legislation #87028(B)  
Status of Guidance Center faculty

This is a sequel to my memo to you of April 5, on the same topic. At that time, drawing upon a consensus of the College Council, I suggested that, if this legislation is to be accepted by the Faculty of the College, several changes and clarifications probably need first to be made. The matter was raised as an informational issue before the Faculty of the College at its meeting of April 19, and a motion was made which suggests that the Faculty's position differs slightly from that taken by the College Council, as expressed in my memo of April 5.

Specifically, the College Council's view was that, following the proposed change of status, Guidance Center faculty still should not have voting rights in meetings of the Faculty of the College. However, the College Faculty, on April 19, clearly had no objection to the bestowing of such rights upon the Guidance Center faculty. It was noted, for instance, that persons holding Research Faculty appointments vote in faculty meetings, as do persons holding their appointments in the Departments of Military Science and of Aerospace Studies, and that Guidance Center faculty, if located in the College, would certainly be no less deserving of full participation in faculty meetings. Thus the College Faculty seems a bit more open regarding the proposed legislation than the College Council did.

The Faculty appeared, however, to share the Council's sense that Guidance Center faculty should not participate in elections to the College Council. In other respects as well, I believe that the views expressed in my memo of April 5 remain un-preempted by the position taken by the full Faculty of the College.

There is one further issue, not previously raised, that should probably be clarified in the proposed legislation: the question of the academic titles held by these

individuals. I assume that there will be no change (i.e., Associate Professor in the Guidance Center), but I believe that this should be made explicit.

I understand the Professor Josephine Johnson is representing the Senate on this matter. The Provost has suggested that I meet with her and Dr. Zwibelman to ascertain what step should next be taken. I plan to arrange such a meeting soon.

phb:ek\guidecent.leg

cc: Luis Glaser, Executive Vice President and Provost  
Rod Wellens, Chairman, Department of Psychology  
Barry Zwibelman, Counseling Center  
Josephine Johnson, Department of Speech Communication





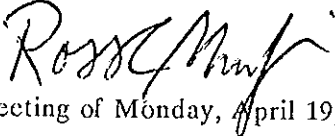
COLLEGE OF ARTS AND SCIENCES

M E M O R A N D U M

April 26, 1993

Office of the Dean

TO: Faculty of the  
College of Arts and Sciences

FROM: Ross C Murfin, Dean 

SUBJ: MINUTES of Faculty Meeting of Monday, April 19, 1993 at 3:30 p.m.  
at the Faculty Club

PRESENT: Approximately 60 faculty members

I. Approval of agenda

The proposed meeting agenda was approved.

II. Approval of minutes of faculty meeting of February 23, 1993

Minutes of February 23 meeting were approved.

III. Dean's report

Dean Murfin announced that Donald Spivey, distinguished American historian, the near-unanimous choice of the history department, has accepted the position of chairperson and will be joining the College in the fall.

Dean Murfin thanked members of the faculty who met with Visiting Committee members. He reviewed the Visiting Committee membership list and said their reports are coming in and will be consolidated into a report to be given to the Board of Trustees in September.

The College did receive a small permanent cut in its budget due to the slight student shortfall experienced in the fall.

The new dissertation secretary, Sandra Hart, has been finding too many errors in the dissertations she sees. She is now reviewing the first 25 pages of each dissertation and returning them to the committee, by way of the Dean's office, if they are poorly done grammatically. Dean Murfin recommended having at least one native English speaker on every dissertation committee to catch basic problems with grammar, syntax, and spelling.

IV. Faculty Senate legislation regarding Counseling Center

Associate Dean Blaney summarized legislation regarding tenured faculty currently holding appointments in the Counseling Center, recently passed by the Senate contingent upon College approval. These faculty now answer to no academic dean, and the intent of the legislation is

to bring them under the Dean of the College of Arts and Sciences for purposes of promotion etc., placing them within the College for purposes of voting rights, while leaving them within their present home (Student Affairs) with respect to other administrative issues (e.g., salary). The consensus of the Council was that the legislation needed to be reworded to make it clear that Counseling Center faculty should not be given the right to vote in faculty meetings of the College, but that their faculty voting rights should be specified as pertaining to Faculty Senate elections (probably grouped with psychology). College Council members agreed that it was appropriate to await such rewriting of the legislation before it is brought before the faculty of the College or the psychology department.

Professor Knoblock recommended that the College propose to the Senate accepting these persons so that they will have the right to vote not only in Faculty Senate elections but also in general meetings of the College faculty. Faculty members voted unanimously to modify the College Council's recommendation in this way.

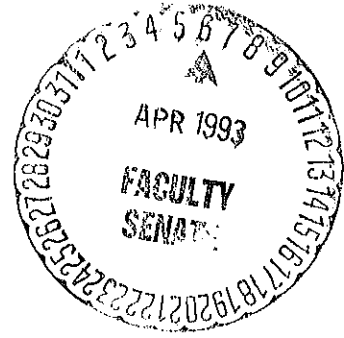
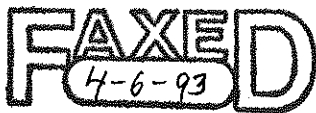
V. New Proposal from Admissions and Academic Standards Committee

Dean Murfin said that in 1991 the faculty voted to almost phase out ASI F6s, with the goal of reducing the number of enrolled F6s to 10 by 1994-95. The Provost has asked the faculty to revisit this issue. He feels that since the College enrolls 55% of the undergraduate body, and the University's goal is to enroll 100 F6s, the College should enroll not 10 but 55. The Provost asked that the College faculty consider revising the goal of 10 F6s. After several meetings (the Admissions and Academic Standards Committee met with the Provost, the College Council and the Committee met with the Provost), the Committee has come up with a new plan that would change the number of academically marginal students coming into the College. If this plan is accepted it will replace the plan which was accepted in 1991.

Professor Howard Pospesel, Chairman, introduced the members of the Admissions and Academic Standards Committee: Will Betsch, Ron Hofstetter, Ken Smith, Lindsey Tucker, Vic Pestien, Ray Winters. He then gave some background information about where the College stands on admissions, and showed transparencies which gave additional information. He explained that there are two selectivity indices, one used by Admissions (ASI) and the other used by Planning and Institutional Research (CSI). Using the CSI statistics shows that the number of weak students admitted into the College has been decreasing, while the number of weak students admitted for non-Arts and Sciences schools has climbed, especially in 1991 and 1992. Between 1990 and 1992 there was a 14 point increase in the combined SAT mean for Arts and Sciences students, while for students outside Arts and Sciences there was a 30-point decline. Professor Pospesel thinks the main explanation for this is change of student interest nationwide, particularly among better students.

Professor Pospesel said that the faculty policy, adopted about four years ago, of raising the minimum transfer GPA, by increments of .1 each year from 2.0 to 2.5, is largely responsible for the improvement of the enrolled transfer class.

Following his review and discussion of admissions statistics (copies attached), Professor Pospesel described the Committee's proposals. They propose to adjust existing F5 and F6 targets, to begin using the CSI index (it is objective; ASI is admittedly not objective), and to view CSI F6 as a "special admissions" category. The Admissions Office would be asked to refer applications to the College's Committee only when there is a special reason to consider them (such as special talent, disadvantaged background, extremely strong letters of recommendation). The Committee further recommends a gradual tightening of standards for



COLLEGE OF ARTS AND SCIENCES

Office of the Dean

MEMORANDUM

April 5, 1993

TO: William Whelan, Chairman  
Faculty Senate

FROM: Paul H. Blaney, Associate Dean  
College of Arts and Sciences

RE: Senate Legislation #87028(B)

We understand that this legislation, pertaining to appointments of tenured faculty in the Guidance Center, was recently passed, contingent on the acceptance of its terms by the College of Arts and Sciences. The Arts and Sciences College Council took up this matter at its meeting of March 31. I imagine that the views of the Council are representative of College Faculty views, and I believe that several matters need to be dealt with before the matter is ready to be on the agenda of a meeting of the College Faculty.

1. The legislation, though not entirely clear, seems to mandate that tenured Guidance Center faculty would vote in meetings of the College Faculty. This would be a new privilege, and the Council does not view it as an appropriate change. We see no logic in these individuals having a voice in matters such as curriculum within the College. Less clear is the matter of whether the legislation mandates that these individuals vote on elections to the College Council; the view of the Council is that such representation is not warranted, given the matters typically dealt with by the Council.

In short, the legislation's chances of acceptance by the College Faculty would be greatly enhanced if the wording of paragraph 3 were changed to clarify and circumscribe the notion of "participation in faculty governance." Obviously participation in the election of Senate representation must be assured. Indeed, one might be tempted to suggest that this be specified as the only participatory right which was assured by this legislation, though there may be others that should be retained. For instance, if a Guidance Center faculty member were to be promoted to full professor, one would expect that that individual would be entitled to serve on promotion review committees pertaining to subsequent promotions of Guidance Center faculty to full professor; this might be assured if the wording of the legislation indicated that the tenured Guidance Center faculty would have the

William Whelan, Chairman, Faculty Senate  
April 5, 1993

Page Two

status of a Department vis a vis its internal academic governance.

2. It is one thing to agree that Guidance Center faculty should participate in College elections to the Senate, it is quite another thing to know exactly how this would occur. College Senate elections are, to oversimplify, departmentalized. Accordingly, if these individuals were to be within the College they would need to be grouped with a department for purposes of the Senate vote. Given their professional identifications, Psychology would be the most appropriate department. Given that all other matters regarding this legislation had been resolved, the Council would be willing to request that the Department of Psychology accept the four current tenured Counseling Center faculty onto its roster for purposes of the Senate election (only). Only if the Department of Psychology does so would the Council recommend to the Faculty that it accede to this legislation. Only when the matter mentioned above (paragraph 1) is resolved should the Department of Psychology be approached.

3. The legislation does not make it entirely clear which individuals it is designed to cover. Clearly the faculty in the Counseling Center (N. Deaton, M. Kahn, E. Rappaport and B. Zwiebelman) are involved, and the non-tenure-track staff psychologists at the Center (P. Deroian and K. Fuller) are not. In the past it might have been argued that K. Lingswiler was involved, but I am told that this is no longer the case, by virtue of his having been accepted as a tenured faculty member of the Department of Teaching and Learning.

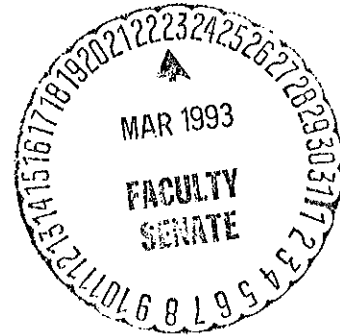
Ambiguity remains, however, with regard to C. Rogers, whose tenure is in the Guidance Center. Professor Rogers has for several years been teaching within the Department of English, but she has not received--and is not slated to receive--a tenured appointment in that Department. I am told that the individuals who drafted this legislation may not have viewed it as pertaining to Professor Rogers, but I do not see how it could be interpreted otherwise. If this legislation takes effect without applying to her, and if no other legislation addresses her status, she will in effect become a tenured faculty member without access to voting rights (e.g., regarding Senate representation); I doubt that any of us would view such an anomaly as acceptable (even if Professor Rogers herself did not object).

phb:ek\guidecent.log

cc: Luis Glaser, Executive Vice President and Provost  
Rod Wellens, Chairman, Department of Psychology  
Barry Zwibelman, Counseling Center



CDFH



Executive Vice President and Provost

MEMORANDUM

March 18, 1993

FAXED  
3-23-93

TO: Dr. William Whelan  
Chairman, Faculty Senate

FROM: Luis Glaser  
Executive Vice President  
and Provost

SUBJECT: Reassignment of Counseling Center Faculty

Sometimes we need to have some patience. I understand Professor Zwibelman's concerns; in addition some confusion was generated in the material sent to Arts and Sciences. There is no intent, and certainly I do not read the proposed language of Legislation 87028(B) as modified, that the evaluation for merit increases shall be done by the Dean of Arts and Sciences. Rather, it should be made clear that it is done by Student Affairs or whatever equivalent office to whom they might at some future time report.

In any case, this requires approval from the faculty in Arts and Sciences, and that will happen in due course as they meet.

Having waited since 1987, I am sure we can stay the course for a few more weeks.

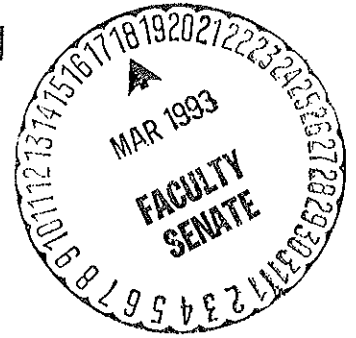
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cc: Dean Ross Murfin  
Dr. Barry Zwibelman

**FAXED**  
3/18/93



CDFHI



March 18, 1993

**MEMORANDUM**

TO: Dr. Josephine A. Johnson, First Vice Chair  
Faculty Senate  
325 Ashe

FROM: Dr. Barry B. Zwibelman, Faculty Senator *B. Zwibelman*  
Guidance Center

RE: Re-assignment of Counseling Center faculty

In reference to the March 15 memo I sent to you with copies to Provost Glaser and Dean Murfin, I now have some answers to the questions I raised about Dean Murfin's response to the re-assignment of Counseling Center Faculty to the College of Arts and Sciences.

Dean Murfin delegated to Associate Dean Paul Blaney the task of consulting with me about the facts of this matter. Yesterday, I had several telephone conversations with Professor Blaney in which he made it clear that the legislation has no validity without the approval of the College.

I would like to be optimistic that the College will eventually approve of the legislation. However, until the legislation is approved in its entirety by the College (and by the President), it is my understanding that nothing is changed about the Guidance Center as an academic unit in which there are faculty appointments and a Faculty Senator.

I am therefore requesting that Bylaw 6 not be removed from the Faculty Manual until all the necessary approvals are in place. Otherwise, our faculty would be left in a limbo status, which is of great concern to us.

I trust that you recognize our apprehension about removing Bylaw 6 under the present circumstances.

Copies:  
Provost Glaser  
✓ Professor Whelan  
Associate Dean Blaney

Counseling Center  
P.O. Box 248186  
Coral Gables, Florida 33124-5520  
(305) 284-5511  
FAX (305) 284-5340



MEMORANDUM

To: Provost Luis Glaser

From: William J. Whelan *WJW*  
Chair, Faculty Senate

Subject: Disestablishment of the Guidance Center and Relocation of the Faculty

Date: March 17, 1993

When the Senate meets on March 22 we would like to hear from you as to the progress being made in placing faculty of the Guidance Center in departments of the College of Arts and Sciences as provided for in the legislation approved by the Senate on February 22. May we expect a report?

(This was dictated before the message arrived from Zwibelman)

WJW/ca



March 17, 1993



MEMORANDUM

TO: Professor William J. Whelan, Chairman  
 Faculty Senate  
 325 Ashe

FROM: Dr. Barry B. Zwibelman, Faculty Senator

RE: Error in Faculty Senate Minutes of February 22

*B. Zwibelman*

I would like to draw your attention to an error in the minutes of the Senate meeting of February 22, concerning Disestablishment of the Guidance Center.

At the top of Page 5, as distributed to me today, the sentence reads, "Their annual evaluations for merit increases would be determined by the Dean of the College of Arts and Sciences." The pertinent part of the legislation which was passed is as follows:

"4A. Annual evaluations for merit increases shall be determined by the administrative officer to whom they report, reflecting their status as tenured faculty and their performance in the Counseling Center."

"4B. A special review panel shall be appointed by the Dean of the College of Arts and Sciences to determine reasonable and fair criteria for promotions, to review in an orderly fashion the performance of faculty members in accordance with these criteria, and to vote on promotions."

be advised that at the meeting on March 22, I will ask for reaction of these minutes at the appropriate time of t'





March 17, 1993

Dr. Luis Glaser  
Executive Vice President and Provost  
240 Ashe Building, 4638

Dear Luis:


**Guidance Center Faculty**

I am writing concerning the memorandum of March 15 from Barry Zwibelman to Josephine Johnson and am taking up the matter myself because Josie is out of the country.

Could I take it that you will reply to Dr. Zwibelman and inform him of the current status of the relocation of the Guidance Center Faculty, including the role of Dean Murfin?

Thank you.

Yours sincerely,

A handwritten signature in cursive script that reads "W. J. Whelan / ca".

William J. Whelan  
Chair, Faculty Senate

WJW/ca

cc: Dean Ross Murfin  
Professor Josephine Johnson

Marked to J.J. 3-16-93

FAXED  
3-16-93

CDFHI



March 15, 1993

MEMORANDUM

TO: Dr. Josephine A. Johnson, First Vice Chair  
Faculty Senate  
325 Ashe

FROM: Dr. Barry B. Zwibelman, Faculty Senator *B. Zwibelman*  
Guidance Center

RE: Re-assignment of Counseling Center faculty

First, let me thank you for your assistance in the Faculty Senate approving on February 22 the re-assignment of the Counseling Center faculty to the College of Arts and Sciences.

As you may recall, the question was raised by one of the senators as to whether Dean Murfin had been consulted about the details of this legislation.

Specifically, we would like to know if his approval is necessary for the tenured faculty of the Counseling Center to be assigned to the College of Arts and Sciences for the purposes of rank and tenure, as well as all the other components of the passed legislation, such as faculty governance and promotion. If so, has Dean Murfin approved of the contents of the legislation, or is there some question about this?

Assuming Dean Murfin's approval, when would this go into effect? Our faculty would appreciate some sort of written acknowledgement from the Dean welcoming us into the College in this specified capacity.

Thank you for your assistance in this matter.

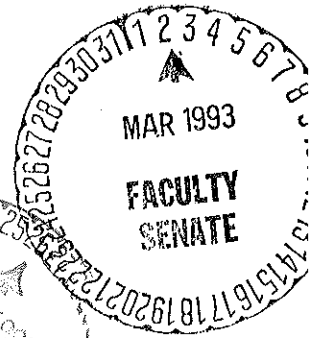
Copies:  
Provost Glaser  
Dean Murfin

Counseling Center  
P.O. Box 248186  
Coral Gables, Florida 33124-5520  
(305) 284-5511  
FAX (305) 284-5340

**FAXED**  
3-2-93



CDEHI



**MEMORANDUM**

To: Provost Luis Glaser  
From: William J. Whelan *WJW<sup>ca</sup>*  
Chair, Faculty Senate  
Subject: Disestablishment of the Guidance Center  
Date: February 26, 1993

Attached is a copy of the legislation proposing the disestablishment of the Guidance Center, representing a revision of an earlier Faculty Senate Action Number 87028 (B) that was approved by the Senate on February 22, 1993, after a discussion in which you took part and where you indicated your approval of the proposal.

We would like to forward this legislation for approval by the President, but I think it would be better to wait until the arrangements for placing the existing tenured faculty of the Guidance Center in the College of Arts and Sciences have been approved so that these faculty will have a secure home base at the time that the disestablishment takes place.

→ Accordingly, I request you to initiate the steps to relocate the faculty and will hold any further action until I hear from you about the faculty disposition.

WJW/ca

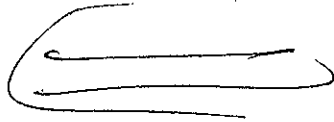
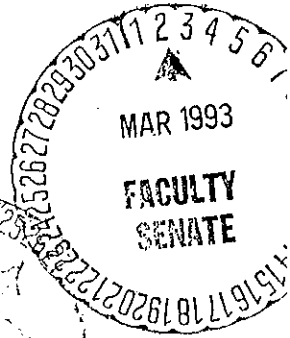
Attachment

*on its way I agree*  
*Thanks*  
*Luis*

**FAXED**  
3-2-93



CD/FHI



**MEMORANDUM**

To: Provost Luis Glaser  
From: William J. Whelan *WJW<sup>ca</sup>*  
Chair, Faculty Senate  
Subject: ~~Disestablishment of the Guidance Center~~  
Date: February 26, 1993

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→ Accordingly, I request you to initiate the steps to relocate the faculty and will hold any further action until I hear from you about the faculty disposition.

WJW/ca

Attachment

*on its way I agree*  
*Thanks*  
*Luis*

PROPOSED REVISION OF  
FACULTY SENATE LEGISLATION #87028(B)

1. The Faculty Senate repeals Bylaw 7 (now Bylaw 6 per Faculty Manual draft revision, Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an academic unit in which there are faculty appointments and a Faculty Senator. However, the Guidance Center, which formerly consisted of four units but now consists of only the Counseling Center, shall continue intact as an administrative unit. The functions of the Counseling Center shall remain unchanged.

2. Persons holding tenure in the Guidance Center shall retain tenure at the University. Existing tenured faculty shall maintain all existing rights, privileges and benefits of their tenure status.

3. Existing tenured faculty in the Guidance Center shall be assigned to the College of Arts and Sciences for the purposes of faculty rank and tenure and for participation in faculty governance, including eligibility for election to any position for which other Regular Faculty in the College are eligible. They shall vote within the College with regard to representation in the Faculty Senate and other matters of general faculty interest. Secondary appointments may be made in appropriate departments.

4. Existing tenured faculty shall maintain opportunities for evaluation for merit salary increases and promotions.

4A. Annual evaluations for merit increases shall be determined by the administrative officer to whom they report, reflecting their status as tenured faculty and their performance in the Counseling Center.

4B. A special review panel shall be appointed by the Dean of the College of Arts and Sciences to determine reasonable and fair criteria for promotions, to review in an orderly fashion the performance of faculty members in accordance with these criteria, and to vote on promotions.

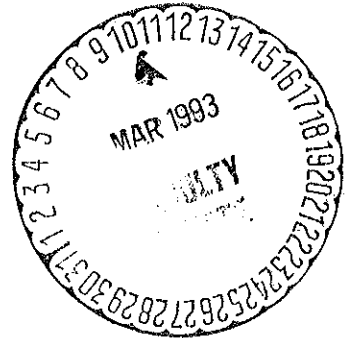


CDFHI

Executive Vice President and Provost

MEMORANDUM

February 24, 1993



TO: Dean Ross Murfin  
College of Arts and Sciences

FROM: Luis Glaser  
Executive Vice President  
and Provost

A handwritten signature in black ink, appearing to be "Luis Glaser", written over the printed name.

SUBJECT: Revision of Faculty Senate Legislation #87028(B)

Enclosed is the Faculty Senate Legislation which is a revision of 87028(B). The intent of this is to maintain the four faculty members in the Guidance Center, which now no longer would exist, as faculty members at large in the College of Arts and Sciences. They could vote for Senate representatives in the College, and could stand for election for the Senate in the College. Their salaries and administrative responsibilities would continue to be the responsibility of the Vice President for Student Affairs, but should they wish to be considered for promotion, the College of Arts and Sciences would appoint an ad hoc committee to consider this issue. The Senate action requires approval by the faculty in the College of Arts and Sciences, and I am herewith requesting that you consider it at an appropriate time.

Professor Charlotte Rogers is currently in the Guidance Center but is functioning as a faculty member in the Department of English. If appropriate, I would like to ask that she not be considered with the other members of the Guidance Center for an at large position but for one in the Department of English. Could you also arrange for the department to consider this in consultation with Professor Rogers?

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758

Dean Ross Murfin  
February 24, 1993  
Page Two

The other members of the faculty who would be the at large members of the College of Arts and Sciences would be Norma Deaton, Malcolm Kahn, Edward Rappaport and Barry Zwibelman. Please be aware that no additional faculty members would be appointed to the Guidance Center in the future. You may wish to obtain appropriate vitae from these potential faculty members for this purpose. They are aware of this document, and in fact proposed the precise language in the legislation that was approved by the Senate.

LG:nh

Enclosure

cc: Dr. William R. Butler  
✓ Dr. William Whelan

PROPOSED REVISION OF  
FACULTY SENATE LEGISLATION #87028(B)

1. The Faculty Senate repeals Bylaw 7 (now Bylaw 6 per Faculty Manual draft revision, Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an academic unit in which there are faculty appointments and a Faculty Senator. However, the Guidance Center, which formerly consisted of four units but now consists of only the Counseling Center, shall continue intact as an administrative unit. The functions of the Counseling Center shall remain unchanged.

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4A. Annual evaluations for merit increases shall be determined by the administrative officer to whom they report, reflecting their status as tenured faculty and their performance in the Counseling Center.

4B. A special review panel shall be appointed by the Dean of the College of Arts and Sciences to determine reasonable and fair criteria for promotions, to review in an orderly fashion the performance of faculty members in accordance with these criteria, and to vote on promotions.





Executive Vice President and Provost

February 23, 1993

Professor Kenneth Lingswiler  
Director, Office of Developmental Studies

Dear Professor <sup>Ken</sup> Lingswiler:

It is my understanding that the Department of Teaching and Learning has voted to accept you as a tenured faculty member in that department. Since the Faculty Senate has voted to disestablish the Guidance Center, this would be an appropriate appointment for you and I would suggest that this start on June 1, 1993.

Professor Zwibelman has suggested that you may want to be an at large member of the faculty in the School of Education, from my point of view and the University's a much less desirable situation. You may want to discuss this matter with Professor Baldwin and Dean Yarger but I would urge that you become a member of the Department of Teaching and Learning which seems appropriate.

As you know, this is a very unusual situation involving the disestablishment of the Guidance Center as an academic unit, and unusual arrangements need to be made.



Sincerely yours,

A handwritten signature in cursive script, appearing to read "Luis Glaser".

Luis Glaser  
Executive Vice President  
and Provost

LG:nh

cc: Dean Samuel Yarger  
Dr. Scott Baldwin  
✓ Dr. William Whelan

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758

### Appointment of a Hearing Committee

The Chair explained that the Senate is required to appoint a Hearing Committee annually. He then defined the Hearing Committee and its function according to Faculty Policies 11.9. The Advisory Council suggested that the panel should be representative of gender and the various colleges and schools, should consist of tenured full professors, rather than tenured faculty as stated in the *Manual*, and should not contain any member of the Senate or the Committee on Professional Conduct, the Tenure Review Board or the Committee on Rank, Salary, and Conditions of Employment. However, the names of nominees were to be drawn in the first instance, from those who had in the previous year volunteered for membership of the three named Senate Committees, but had not served. A list of 20 faculty names and 1 alternate, meeting the above criteria, and chosen as described, was presented for approval. The Senate concurred with the procedure as outlined by the Chair. The procedure also required the approval of the President and he had indicated his concurrence. It was *moved* and seconded to approve the list as amended. *The motion carried.*

### Retention of Undergraduate Students

The Provost, along with Dr. Mary Sapp, presented an overview of retention and the impact on financial aid. He also distributed a retention activities update and a chart indicating full-time new freshmen retention. Dr. Glaser outlined several reasons why students leave the University. Graduation rates from the University, compared with other comparable private universities, were also discussed.

### Sexual Harassment Policy

Professor Woshinsky, Chair of the Women and Minorities Committee, presented the proposed sexual harassment policy pertaining to faculty for purposes of discussion at a later date. Ms. Lourdes LaPaz, Associate General Counsel, responded to questions from the Senate and requested that comments on the policy be returned to Dr. Woshinsky for consideration by the Women and Minorities Committee.

### Disestablishment of the Guidance Center

Professor Johnson outlined a modified version of Faculty Senate Legislation #87028(B), approved by the Senate in 1987 but not signed by the President, concerning the Guidance Center. Professor Barry Zwibelman, representative from the Guidance Center, presented a similar proposal from his constituency and explained the differences between the modified Senate version and that prepared by the Guidance Center. This version of the legislation, with the Provost's approval, would assign the four faculty members not already assigned to

a school or college, to the College of Arts and Sciences. Their annual evaluations for merit increases would be determined by the Dean of the College of Arts and Sciences. It was *moved* and seconded to approve the proposal from the Guidance Center's faculty on the condition that the College of Arts and Sciences accepts the four tenured faculty members. *The motion carried with one abstention.*

### Agenda for the Senate Spring Retreat

Professor Boardman, Chair of the ad hoc committee to recommend the agenda for the Spring retreat, presented the committee's recommendations. Their first choice of topic is "The Status of Women Faculty". The focus would be on recruitment, retention, salary, and sexual harassment with guest speakers and resources from the outside. The committee prefers to have that topic in the fall because they felt there was not enough time to make proper preparation for the Spring. But, if it is not possible to have it during the fall, they would like to have it now. The second option would be to have an informal, unstructured discussion around several issues including the following: 1) sexual harassment, in particular the gray area between speech and action and the definition of the work place; 2) the problem of the insufficient level of literacy in the graduating students; 3) the major trends in individual schools on campus; 4) FIU as a potential rival and the impact on the University of Miami. It was *moved* and seconded to empower a group to plan a Senate-sponsored retreat in the fall to discuss the status of women faculty. *The motion carried with one abstention.* It was *moved* to have a spring retreat to discuss gender issues, and major trends in the schools, with a concentration in the School of Medicine. *The motion carried.*

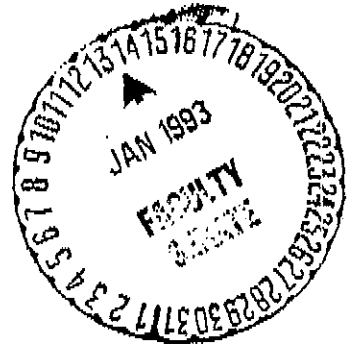
### Status of Medical Plans

Professor Steven Green, Co-Chair of the Budget Committee reported on four information items with regard to salary pool increases approved by the Board of Trustees. He requested comment by the Provost where Deans in two schools have suggested a policy will be imposed for salary increases that differs from that that applies to other schools. The Budget Committee recommends that these policy decisions not be left to individual deans. Professor Green presented the following *resolution*: "In unusual circumstances, a self-funding school may propose a salary raise pool different from the general salary raise pool assigned by the Board of Trustees. Such special recommendation should be discussed with the Faculty Senate Budget Committee and requires the approval of the President and the Board of Trustees." *The motion carried.* The policy has been that salary raises University-wide should be uniform. This resolution would allow exceptions for self-funding schools.

Professor Green informed the Senate of the status of the proposal to adjust the benefits of the University of Miami long-time retirees. An agreement for such an adjustment has been reached between the University and the Retirees' Association with the retirees' situation to



GUIDANCE CENTER



Executive Vice President and Provost

MEMORANDUM

January 13, 1993

TO: Dr. John Knoblock  
 Department of Philosophy

Dr. William Whelan ✓  
 Chairman, Faculty Senate

FROM: Luis Glaser  
 Executive Vice President  
 and Provost

SUBJECT: Guidance Center

The following is my understanding of what would be an appropriate way to handle the Guidance Center faculty who currently hold tenure in that division of the University, remembering that their primary function is in an administrative (service) unit within the University.

The faculty members would be assigned to a school or college, presumably either the College of Arts and Sciences or the School of Education. They would not be part of any department, but would vote within that school or college with regard to representation on the Faculty Senate or other matters which are voted on by the general faculty of the school or college. They would not participate in departmental tenure decisions, etc.

Their annual evaluations for merit increases would accrue as heretofore through the Office of the Vice President for Student Affairs, reflecting their activities in the Guidance Center.

No new faculty would be and have been appointed to the Guidance Center and Bylaw 7 of the Faculty Senate concerning the Guidance Center would be repealed.

Nothing in this statement precludes any department in a school or college from providing a secondary appointment to members of the current Guidance Center if they believe that this is appropriate.

LG:tmp

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758

## UNIVERSITY OF MIAMI GUIDANCE CENTER

1. Originally established and functioning continuously since 1946. At one time, the Guidance Center consisted of four units: The Speech Clinic, The Testing Center, The Reading Clinic, and The Counseling Center. Presently, all Guidance Center activities are in The Counseling Center.

2. History of faculty status at the University:

In 1966, the Faculty Senate approved the Guidance Center as an academic unit, with the right to grant tenure-earning appointments to its faculty in all segments and to elect a senator to the Faculty Senate. At various times, the Guidance Center senator has served on and chaired several senate committees.

3. The Counseling Center consists of experienced psychologists providing a variety of services to students, including psychotherapy, career and educational counseling, and various educational programs aimed at enhancing students' personal growth and development.

4. We are also well-credentialed academicians, making substantial contributions to the primary mission of the University in the areas of teaching and research. In recent years, there has been a purposeful shift of our functions toward more teaching and research.

A. The following courses are taught on a regular basis by faculty of the Guidance Center:

PSY 101	PSY 325	ENG 105
PSY 104	PSY 646	ENG 106
PSY 215	PSY 670	TAL 191

B. Practicum Training site in Clinical Psychology: Each year, the Center is assigned 4 to 6 graduate students from the Psychology Department to receive training and supervision as part of their Ph.D. curriculum in Clinical Psychology. The psychologists provide four hours per week to each student of individual and group supervision of their professional responsibilities.

C. We have recently received a \$500,000 training grant to establish 2 internship positions at the Guidance Center for doctoral students in Clinical Psychology. The first interns under this grant have been selected and will join the Center on August 15, 1993 for a full calendar year of training.

D. Research Activities: In the aggregate, the Guidance Center faculty . . .

1. have either chaired or served on close to 100 Master's theses and Doctoral dissertation committees.
2. regularly conduct research and publish in refereed journals.

## UNIVERSITY OF MIAMI GUIDANCE CENTER

Page 2

### E. Current members of the Guidance Center (all tenured):

Charlotte Rogers, Associate Professor. (Formerly in the Reading Clinic)  
Kenneth Lingswiler, Assistant Professor. (Formerly in the Reading Clinic)  
Norma Deaton, Assistant Professor, Counseling Center.  
Malcolm Kahn, Associate Professor, Counseling Center.  
Edward Rappaport, Associate Professor, Counseling Center.  
Barry Zwibelman, Associate Professor, Counseling Center.

PROPOSED REVISION OF  
FACULTY SENATE LEGISLATION #87028(B)

1. The Faculty Senate repeals Bylaw 7 (now Bylaw 6 per Faculty Manual draft revision, Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an academic unit in which there are faculty appointments and a Faculty Senator. However, the Guidance Center, which formerly consisted of four units but now consists of only the Counseling Center, shall continue intact as an administrative unit. The functions of the Counseling Center shall remain unchanged.

2. Persons holding tenure in the Guidance Center shall retain tenure at the University. Existing tenured faculty shall maintain all existing rights, privileges and benefits of their tenure status.

3. Existing tenured faculty in the Guidance Center shall be assigned to the College of Arts and Sciences for the purposes of faculty rank and tenure and for participation in faculty governance, including eligibility for election to any position for which other Regular Faculty in the College are eligible. They shall vote within the College with regard to representation in the Faculty Senate and other matters of general faculty interest. Secondary appointments may be made in appropriate departments.

4. Existing tenured faculty shall maintain opportunities for evaluation for merit salary increases and promotions.

4A. Annual evaluations for merit increases shall be determined by the administrative officer to whom they report, reflecting their status as tenured faculty and their performance in the Counseling Center.

4B. A special review panel shall be appointed by the Dean of the College of Arts and Sciences to determine reasonable and fair criteria for promotions, to review in an orderly fashion the performance of faculty members in accordance with these criteria, and to vote on promotions.

Addendum 1

UNIVERSITY OF MIAMI GUIDANCE CENTER

Page 3

2-28-93

To: Barry Zwibelman - Telephone message taken by Norma Deaton

From: Dr. Bowen, Chairman of English Department

Re: Charlotte Rogers

He understood that Charlotte Rogers was in some dissolution as part of the Education [sic] program. Her line became a Provost line; the Provost asked the English Dept. if they would take her and he's glad they did, she's a fine composition teacher. The salary line appears with the English Dept. lines, but she is not technically a member of the department. He doesn't know who issues her contract, but thinks she probably has a University appointment, and it is his understanding that the salary line is a gift from the Provost Office. He believes that only Judy Thompson, in A & S would know what kind of contract she has. For purposes of tenure she is somewhere other than his department.

---

To: Barry Zwibelman

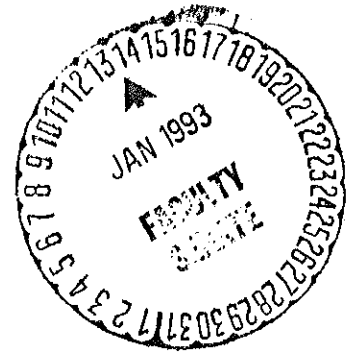
From: Kenneth Lingswiler - Personal communication on 2-21-93

His line became a Provost line in 1983 and he was assigned to Developmental Studies. He is now the Director of Developmental Studies. He was informed in December, 1992, that the Department of Teaching and Learning had voted him a member of their department for the purposes of faculty rank and tenure. He asked me to inform the Faculty Senate that for purposes of rank and tenure he would prefer to be assigned to the School of Education, rather than to the Department of Teaching and Learning.



CDFHI

FAXED  
1-14-93



Executive Vice President and Provost

MEMORANDUM

January 13, 1993

TO: Dr. John Knoblock  
Department of Philosophy  
  
Dr. William Whelan ✓  
Chairman, Faculty Senate

FROM: Luis Glaser  
Executive Vice President  
and Provost *LG*

SUBJECT: Guidance Center

The following is my understanding of what would be an appropriate way to handle the Guidance Center faculty who currently hold tenure in that division of the University, remembering that their primary function is in an administrative (service) unit within the University.

The faculty members would be assigned to a school or college, presumably either the College of Arts and Sciences or the School of Education. They would not be part of any department, but would vote within that school or college with regard to representation on the Faculty Senate or other matters which are voted on by the general faculty of the school or college. They would not participate in departmental tenure decisions, etc.

Their annual evaluations for merit increases would accrue as heretofore through the Office of the Vice President for Student Affairs, reflecting their activities in the Guidance Center.

No new faculty would be and have been appointed to the Guidance Center and Bylaw 7 of the Faculty Senate concerning the Guidance Center would be repealed.

Nothing in this statement precludes any department in a school or college from providing a secondary appointment to members of the current Guidance Center if they believe that this is appropriate.

LG:tmp

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758



November 2, 1992

Provost Luis Glaser  
Office of the Provost  
240 Ashe, 4628

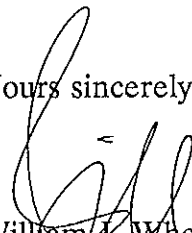
Dear Luis:

**The Guidance Center**

Some few weeks ago at a meeting with you, the President and John Knoblock, we raised the question of the Guidance Center and a recommendation from the Senate, not acted on, that it be closed.

The topic is of current interest to us because of the reorganization of the Senate. You indicated you would reconsider the status of the Guidance Center, and this is by way of inquiry whether you have any suggestions to make?

Yours sincerely,

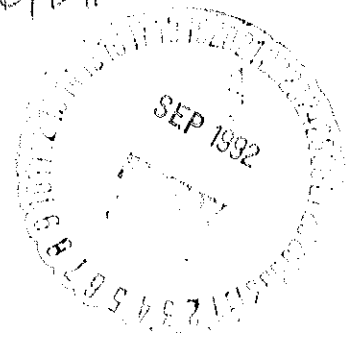


William J. Whelan  
Chair, Faculty Senate

WJW/ca

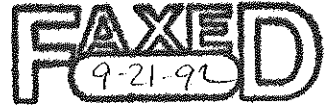
cc: Professor John Knoblock

F, JG, TR, BH



September 18, 1992

MEMORANDUM



TO: Professor John H. Knoblock  
Vice Chair, Faculty Senate

FROM: Dr. Barry B. Zwibelman  
Faculty Senator, Guidance Center *B. Zwibelman*

RE: Matters concerning the Guidance Center's faculty status

I would like to clarify two matters concerning the Guidance Center and the Faculty Senate:

1. As you know, the decision of the Faculty Senate in April, 1987 to disestablish the Guidance Center as an academic unit was not signed by President Foote. Accordingly, it is the desire of the faculty of the Guidance Center to leave exactly as is the current definitions, rights, privileges, or any statements made in the Faculty Manual concerning our department during the modifications presently being drafted for the Faculty Manual. Can you give me your assurances about this?

2. For the past four years there has been the informal agreement that the Guidance Center is represented on the Council by the representative from the College of Arts and Sciences. Would you be willing to continue this convention and serve in this capacity as our current representative on the Council? Most importantly, this would involve informing me, in advance, of any discussions concerning the Guidance Center coming before the Council.

Thank you very much for your consideration.

cc: ✓ W.J. Whelan, Chair

FACULTY SENATE LEGISLATION #87028(B)

Revision dated 10/27/93  
in consultation with Prof. Clasby

[Additions are underlined. Deletions are struck out. Rephrasings are boldface.]

1. The Faculty Senate repeals Bylaw 7 (now Bylaw 6 per Faculty Manual draft revision, Spring, 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an independent academic unit in which there are faculty appointments and a Faculty Senator. However, the Guidance Center, which formerly consisted of four units but now consists only of the Counseling Center, shall continue intact as an administrative unit. The academic and service functions of the Counseling Center shall remain unchanged.

2. Persons currently holding tenure in the Guidance Center shall retain tenure at the University. Existing tenured faculty shall maintain all existing rights, privileges and benefits of their tenured status.

3. Existing tenured faculty in the Guidance Center shall be assigned to the College of Arts and Sciences for ~~the purposes of faculty rank and tenure and for~~ participation in faculty governance, including eligibility for election to any position for which other Regular Faculty in the College are eligible. They shall vote within the College with regard to representation in the Faculty Senate and other matters of general faculty interest. Secondary appointments may be made in appropriate departments.

If singly or collectively, these faculty are assigned professional responsibilities under the administrative authority of an academic department, these assigned faculty shall be granted primary appointment to the Faculty of that academic department.

4. Existing tenured faculty shall maintain opportunities for evaluation for merit salary increases and promotions.

4A. Annual ~~evaluations~~ for merit increases shall be determined by the Provost, based on recommendations from the administrative officer(s) to whom these faculty report, reflecting their status as tenured faculty and their performance in the Counseling Center.

4B. A special review panel shall be appointed by the Dean of the College of Arts and Sciences to determine, in consultation with these faculty members, reasonable and fair criteria for promotions. This panel will subsequently review in an orderly fashion the performance of faculty members in accordance with these criteria, and ~~to~~ vote on promotions.

MEMORANDUM

TO: President Edward T. Foote, II

FROM: Dr. John Knoblock  
Chairman, Faculty Senate

DATE: May 6, 1988

SUBJECT: Faculty Senate Legislation #87028(B)-  
Disestablishment of the Guidance Center  
as an Academic Center

The Faculty Senate, at its meeting of April 25, 1988, voted to approve Faculty Senate Legislation #87028(B) - Disestablishment of the Guidance Center as an Academic Center. The text of the legislation is attached for your action.

JK/b

Attachment

cc: Provost Luis Glaser

FACULTY SENATE ACTION, 87028  
Class B Legislation

The Faculty Senate repeals Bylaw 7 concerning the Guidance Center. This action disestablishes the Guidance Center as an academic unit in which there are faculty appointments. The functions of the Guidance Center shall be carried out by an administrative unit. Persons holding tenure in the Guidance Center shall retain tenure at the University and shall be placed in appropriate academic units. No administrative action implementing the disestablishment of the Guidance Center as an academic unit shall be taken until the Faculty Senate Council, under the provision of Bylaw 10, determines that the following principles have been implemented by an administrative plan:

1. Tenured faculty shall be reassigned to other appropriate academic units, agreed to by the department or other academic unit, the administration and the faculty member involved. Salary lines of those reassigned to other academic units shall be transferred to those units.
2. Existing tenured faculty shall continue in tenure status, maintaining all existing rights, privileges and benefits of their tenure status, including opportunities for evaluation for merit salary increases and promotions, and participation in faculty governance.
3. Appropriate faculty committees shall be established to determine reasonable and fair criteria for evaluations for merit salary increases and promotions, and to review in an orderly fashion the performance of faculty members in accordance with these criteria.
4. Determinations of home academic units shall be made on an individual basis with the approval of the department, taking into account individual qualifications and the work done by the faculty member. This does not preclude that more than one member can be assigned to a single academic unit.

## FACULTY SENATE LEGISLATION #87028(B)

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- ~~1. Tenured faculty shall be reassigned to other appropriate academic units, agreed to by the department or other academic unit, the administration and the faculty member involved. Salary lines of those reassigned to other academic units shall be transferred to those units. The Faculty members would be assigned to a school or college. They would not be part of any department, but would vote within that school or college with regard to representation in the Faculty Senate and other matters of general faculty interest. Secondary appointments may be made in various departments as may be appropriate.~~
2. Existing tenured faculty shall continue in tenure status, maintaining all existing rights, privileges and benefits of their tenure status, including opportunities for evaluation for merit salary increases and promotions, and participation in faculty governance. **Annual evaluations for merit increases would be determined through the office of the Vice President for Student Affairs, reflecting their activities in the Guidance Center.**
3. Appropriate faculty committees shall be established to determine reasonable and fair criteria for evaluations for ~~merit salary increases and promotions~~, and to review in an orderly fashion the performance of faculty members in accordance with these criteria. **Promotions would be handled through a Special Review panel appointed by the Dean, as provided in the Policy Statements.**
- ~~4. Determinations of home academic units shall be made on an individual basis with the approval of the department, taking into account individual qualifications and the work done by the faculty member. This does not preclude that more than one member can be assigned to a single academic unit.~~



**FAXED**  
9-10-93

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- Chamber on tenure Welfare*
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*John: I thought we would have there as "faculty at large" as in paragraph 1 but paragraph 4 is not correct, can we delete otherwise this is OK*



REVISED

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9-10-93

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*Amber  
on behalf  
Welfer*

Bary Zweibelman

Malcolm Kahn

Edward Rappaport

Norma Heaton

\* Kenneth Lenzwiler - in Education

\* Charlotte Rye - teaches in English

\* Contact say Counseling Center (Tennel)

2/1/93

Pat

Faculty Senate Legislation #93004(B) -

Repeal of Faculty Senate Legislation #87028(B) -

**Disestablishment of the Guidance Center as an Academic Unit**

The Faculty Senate repeals Bylaw 7 (now Bylaw 6 in Faculty Manual draft revision,) (Spring 1993) concerning the Guidance Center. This action disestablishes the Guidance Center as an academic unit in which there are faculty appointments and a Faculty Senator. Faculty members tenured in the Guidance Center shall retain tenure at the university and shall maintain all the rights, privileges and benefits of their tenured status.

## FACULTY SENATE LEGISLATION #87028(B)

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December 2, 1987

MEMORANDUM

TO: John Knoblock  
Chairman, Faculty Senate

FROM: Guidance Center Faculty *BZ*

RE: Representation on Senate Council

The faculty of the Guidance Center, as members of the Regular Faculty of the University, request representation on the Senate Council.

While the Guidance Center does have a senator on the Faculty Senate, we do not have representation on the Council. We request that appropriate action be taken to correct this oversight.

Thank you very much.

cc: George Alexandrakis, Vice Chairman

bz/mm

Counseling Center  
P.O. Box 248186  
Coral Gables, Florida 33124  
(305) 284-5511

