Teaching academy under way

Mark Aug. 29, 2001 as a watershed day for education, educators, students and the community. That is the day ground was broken for the $11 million, 41,476-square-foot UCF Academy for Teaching, Learning and Leadership.

By 2003, Sandra Robinson, dean for the college, will see her vision of an unique teaching academy, a place where educators and supporters join forces to enhance public education at all levels, translated into brick and mortar adjacent to the Education Complex.

The academy will be home to the Toni Jennings Exceptional Education Institute, charged to develop educational opportunities and to support children and adults with special needs. The institute is named for former state Sen. Toni Jennings, who was instrumental in securing legislative support for the academy and the institute. "It will prepare teachers for assignments in this critically understaffed area," Robinson told those assembled for the groundbreaking.

The Family Literacy and Reading Excellence Center, within the building, supports research on literacy and coordination of professional development for pre-service and in-service Florida educators. The Center coordinates statewide partnerships that ensure reading and writing competence for every child and adult in the state, based on rigorous, scientific research. This is just a sample of academy offerings that have and will develop to meet ever-changing needs.

—Susan Loden

Assault awareness month

Victims of sexual assault and other violent crimes will garner a lot of attention at UCF this month, Sexual Assault Awareness Month. An open house for Victim Services kicked-off the schedule of events Sept. 7.

"September is singled-out, because on college campuses, the greatest number of sexual attacks occur from day-one of fall semester until Thanksgiving Day," says Nancy Eastman, director for UCF's Victim Services. We are trying to raise awareness to keep people from being victimized. New freshmen are away from home for the first time and are forming friendships. They don’t know who to trust, and there are people who prey on naive, easy targets."

"About 80 percent of sexual assaults are perpetrated by someone the victim knows and trusts."

She points out that between one-in-four and one-in-six college women will be raped at some point in their lives.

All university faculty, staff, and students are invited to learn about the confidential support provide by Victim Services. The exhibit, "All Things Florida," in the Special Collections Department on the fifth floor, is open weekdays from 8 a.m. - 5 p.m. It offers a glimpse through protective glass at a sampling of more than 140 books and 900 ephemera items that were recently acquired by the university.

The Micklers, for almost 40 years, ran a small publishing company, Mickler House, and a thriving mail-order business, Mickler's Antiquarian Books, out of their Chuluota home. That home, called Florida Breeze, was built by Henry Flagler's Florida East Coast Railroad in 1913. The Micklers focused on tracing out-of-print publications about Florida and ultimately collected more than 40,000 books and other historical pieces of paper and diaries of early Floridians, through November, at the UCF Library.

Florida history on display

Those who love the Sunshine State and its sometimes quirky history, can explore that past through the Thomas and Georgine Mickler collection of ephemera, rare books, photos, maps and personal letters and diaries of early Floridians, through November, at the UCF Library.

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Robinson observatory schedule

The University of Central Florida’s Robinson Observatory has announced its public observing schedule for the Fall 2001 semester. The Observatory houses a 26” Schmidt-Cassegrain reflecting telescope, the second largest telescope in the state of Florida and the largest in the Orlando area. Public observing sessions with the 26” telescope will be held during the fall semester on the first and third Wednesdays of September, October, and November and the first Wednesday of December. Those dates are Sept. 5 and 19, Oct. 3 and 17, Nov. 7 and 21, and Dec. 5. On those evenings, the Observatory will be open from 7:30 p.m. to 10:30 p.m.
MEMOS
To: Vice Presidents, Deans, Directors, and Chairs
From: William F. Merck, II
Subject: Contractual Agreements

It is critically important that the following information be understood and forwarded to those under your direction who may have reason to develop or negotiate contractual arrangements with outside vendors and that commit the university to future payments from any fund source. Florida Statutes require that all contractual services be fully approved in advance of the commencement of the services being performed. The State Comptroller (rightfully) has refused to pay unauthorized and improperly processed contractual commitments. Those signing the agreements subject the university to significant embarrassment as we find ourselves unable to pay commitments after they become due. It is even possible that unauthorized signers of contracts could be subjected to personal liability for the commitments made.

The following rules and procedures must be followed when entering into contractual arrangements with outside vendors, which commit the university to future payments:

All contracts must be completed, signed, and dated by all parties in advance of any services being performed and must contain certain necessary statutory language. All contracts must clearly specify the starting and ending dates, the work to be performed and the method of payment (e.g. upon receipt of specific deliverables or after certain specified dates or events have taken place or occurred.) All contracts must be signed by Ray Puskas, Director of Purchasing (or his designee) or by a limited number of people in Sponsored Research, the Student Union (Entertainment Contracts), Athletics (Intercollegiate Athletic Contract), the Library (books & library media), and Computer Services (Computer Store purchases for resale), with specifically written delegated authority to enter into contractual agreements.

If possible, the department representatives should secure the vendor’s signature on the contract/agreement prior to submitting for review to an attorney in the General Counsel’s office.

Purchase requisitions or other appropriate encumbrance documents must be prepared, approved, and forwarded to the Purchasing Department along with the original properly executed contract.

There are no exceptions to the above requirements. Finance and Accounting will not prepare nor submit a payment voucher to the State Comptroller unless all of the foregoing has been satisfied. Refusal by the State Comptroller to pay improperly constituted contracts cannot be controlled or overruled by Finance and Accounting, Purchasing, the General Counsel’s Office, or my office.

Your cooperation and assistance in assuring that these procedures are followed is essential and will be greatly appreciated.

To: USPS and Administrative Personnel
From: William F. Merck, II
Subject: Conflict of Interest Guidelines

Effective July 1, 1996, Rule 6C-5.945 requires that the University provide for annual reporting of outside employment activities. This requirement applies to all faculty, A&P, and USPS employees, even if nothing has changed from the prior year for your outside employment activities.

The guidelines, policies, and procedures on Conflict of Interest and Outside Activities provide detailed information concerning which matters must be reported. The goal is to prevent future conflicts.

Please use UCF form HR-11, “Report of Potential Conflict of Interest, Outside Activity/Employment,” to report all outside activities and form HR-12, “Permission to Use...,” to request use of UCF facilities, equipment, or personnel. The forms must be filed with your Dean or Director upon reporting for employment. Any doubt should be resolved in favor of reporting the conflict or outside employment activity.

The guidelines, policies, and procedures and the forms are available on the Internet at http://pegasus.cc.ucf.edu/~persay/policies/conflict/toc.html or in Human Resources, 12505 Research Parkway, University Tech Center, Suite 360. Faculty need to use appropriate faculty forms, which are available at the above-mentioned Internet address or from Academic Affairs.

NEWCOMERS

Beverly Rzigalinski, assistant professor, Molecular Biology and Microbiology; Scott Tanner, instructional designer, Institute for Simulation and Training; Michael Durso, systems programmer, Course Development and Web Services; Evangeline Colldo, coordinator of computer applications, Office of Institutional Research; Carolyn Walker Hopp, research associate Educational Studies; Bren Bedford, facilities planning coordinator, Instructional Resources; Kelly Quintin, senior secretary, Graduate Studies; Jie Shen, professor, Mathematics; Sharon Body, office assistant, Cooperative Education; Sae Schatz, webmaster, Arts and Sciences Technology; Virginia Wutz, visiting professor, Nursing; Tamara Gebelt, assistant professor, Theatre; Jeff Wirth, assistant professor, Film; Alvin Cannon, senior financial aid officer, Financial Aid; Stacy Hylton, assistant coach, Strength and Conditioning; Saleha Soleman, director, International Studies; Tami Lawson, admissions officer, Graduate Studies; Ray Puskas, director, Purchasing; Cynthia Thomas, coordinator, COHPA Office of Student Support; Michele Pannozzo, assistant director, LEAD Scholars Program; Kathy Brock, visiting professor, Finance; Nicole Howatt, visiting professor, Marketing; Demet Dalkiran, visiting professor, Finance; Sue Ann Eidson, supervisor, Communicative Disorders Clinic; Ryan Burkhart, professor, Art; Lynn Smin, professor, Nursing; Suzanne Ferguson, distinguished visiting professor, English; Preston Adams, professor, Finance; Rick Duvall, Assistant professor, Teaching and Learning Principles; Steven Hornik, assistant professor, Management Information Systems; Kathleen Suchora, professor, Statistics; Stephanie Mayfield Garcia, visiting professor, Marketing; Kimberly Muterspaugh, visiting professor, Mathematics; Ivonne Lamazares, associate professor, English; John Bell, associate professor, Theatre; Kate Ingram, associate professor, Theatre; Maria Gonzalez, assistant professor, History; Christopher Niess, assistant professor, Theatre; Bob Potter, professor, Economics; Jian-Jian Ren, Associate professor, Mathematics; Walter Sotero-Esteva, visiting assistant professor, Biology; Duncan Dickson, visiting professor, Hospitality Management; Peter Ricci, assistant professor, Hospitality Management; Tison Pugh, assistant professor, English; Mark Dickie, professor, Economics; Jennifer Wesely, assistant professor, Sociology and Anthropology.

UCF Report

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Jerry Klein, managing editor
Kelly Petrik, editor
Susan Loden, writer
Tristan DeVries, editorial assistant/writer
Lapchick to lead sport business management

The man dubbed the “racial conscience of sport” by national media has been tapped to run UCF’s upcoming graduate program in sport business management in the College of Business Administration.

Richard Lapchick, who comes to UCF after 17 years as the director of Northeastern University’s Center for the Study of Sports in Society where he helped create landmark programs, also fills the De Vos Eminent Scholar Chair. Both the master’s program, which is to debut in the fall of 2002, and the eminent scholar post are made possible by a recent $2.5 million endowment from RDV Sports and the Richard and Helen DeVos Foundation.

“The selection of Richard Lapchick adds heart and soul to an academic program that will serve the interests of Greater Orlando and beyond,” said UCF President John C. Hitt. “Dr. Lapchick’s appointment signals that UCF is not satisfied simply to produce graduates skilled in the operational nuances of sports franchises, but rather seeks to ensure that degree earners are tuned into values, as well as the bottom line.”

Commenting on his appointment, Lapchick said: “I wanted the challenge of helping to create this new program because of the incredible importance it could have for the future of the business of sports. My goal for the DeVos program is that 10 years from now, all sports business management programs across the country will recognize that the program is not only the premiere academic program addressing issues of sport business, but also issues of sport in society.”

The DeVos Sport Business Management Program at UCF is intended to be a landmark program that will focus on the business skills necessary for graduates to conduct a successful career in the rapidly changing and dynamic sports industry. The program will utilize a core curriculum based on a foundation from the UCF College of Business Administration, while supplementing that baseline with experiential sports industry learning.

A&P staff feted for service

Administrative and Professional Service Awards were given to A & P staff members with 10, 20 and 30 years of service at a reception Sept. 4. Retirees Nicholas Hoan, Garth Jenkins, Victor Owen, David Labat and Louise Nuckolls were also honored.

William Branch and Michael Siuda Jr. have 30 years of service with UCF. With 20 years are Janet Balanoff, John Fakess, Inez Ford, Randolph Foster, Christopher McCray and Jimmy Watson.

Pamela Brady, Charles Cooper, Sharon Ekern, Gregory Mason, Kevin Mercuri, Lisa Minnick, Louise Nuckolls, Alzo Reddick, Josephina Tatlonghari and Jacqueline Young have completed 10 years.

—Susan Loden

Tax break for parking fees

UCF faculty and staff who pay for parking decals or Lynx monthly-pass bus service through payroll deduction agreements will find that the pay used for these expenses is exempt from federal income tax. The Pre-taxed Qualified Parking Decal [PQPD] Program and the Lynx Monthly Bus Pass Program are new options for faculty and staff.

Because a salary reduction agreement reduces gross income for FICA tax purposes, Social Security benefits may be slightly reduced for program participants who are under the maximum salary for FICA contributions. However, the taxes saved over the years could more than offset the slight reduction in Social Security retirement benefits. State retirement plans will not be affected.

Participants must complete and return a UCF Parking permit Payroll Salary Reduction Agreement to Parking Services. Lynx pass payroll reduction agreements are filed before the beginning of each month. For forms, check http://www.parking.ucf.edu. For information, call 407-823-5518.

—Tristan DeVries

Ballot to Spotlight Employee of the Month

I nominate: (name) _____________________________ (campus address) _____________________________

to be UCF Employee of the Month. (Nominee must have been a USPS employee at least two years.) Any employee, including faculty and A&P, may nominate a candidate on the basis of job performance, dependability, attitude, etc. A name submitted remains in the pool of eligible candidates for one year.

Signed: (name) _____________________________ (campus address, phone) _____________________________

Print: (name) _____________________________

Return to: Human Resources, University Tech Center, 12555 Research Parkway, Suite 360, Research Park, EOM. USPS Council Web: http://pegausus.cc.ucf.edu/-uspsstaff/ (Mark Envelope “confidential”)
Marybeth Thompson, executive administrative assistant for the director of the Institute for Simulation and Training (IST), is UCF’s Employee of the Month for September.

Thompson, who grew up in Central Florida, has held that post for eight years. She says she “takes care of the director and other associate administrators.” She also works with the Link Foundation, which provides $20,000 annually for up to five graduate students in simulation doctoral programs.

“I am also the general administrator for the International Journal of Human-Computer Interaction,” says Thompson. She compiles all data for publication and maintains contact with university-based simulation programs worldwide.

Thompson enjoys working for IST because “the simulations here are very interesting and great to work with… I love the people and environment [at UCF]. You can’t beat it.”

In her first two years at the university, Thompson worked for the Registrar’s Office.

When not working, she enjoys peace at home. “My two kids just went off to college, so I’m in limbo. Now, it’s just R & R,” says Thompson.

—Tristan DeVries

Awareness from page 1

Clothesline Project, T-shirt-art tribute to victims of sexual assault, homicide, domestic violence or stalking, will be on display Sept. 17 - 20 on the Student Union south patio. Eastman says some of the shirts have been created by Central Florida survivors or by those who love someone who may have been slain. “The key is to let people know how many have been victimized,” says Eastman.

Victim Services training for 25 students, faculty and staff, interested in victim advocacy and victimology, is scheduled Sept. 28 and 29 is full, but is offered each semester. Workshops on “Communicating Sexual Limits” and “Consent to Sex” are scheduled at the request of any department, anytime. Through September there will be sexual assault awareness displays in the Bookstore and Library, as well as at the campus Lynx bus hub. Those who would like to create a T-shirt tribute or want more information on any event should contact Eastman at 407-823-2425.

—Susan Loden

Schedule from page 1

Public observing sessions are free and no reservations are needed. Children as well as adults are welcome. Observatory staff will be on hand to operate the telescope and answer questions.

Mars will continue to be the highlighted object during the September and October observing sessions. Saturn and Jupiter will be visible during November and December. The Moon will be highlighted at the Oct. 3 and Nov. 21 observing sessions. Other objects, which are typically viewed during the public observing events, include double stars, star clusters, and gas clouds.

Sessions are subject to cancellation on cloudy evenings. More information, and observatory closings due to the weather can be obtained from the Observatory recorded message at 407-823-2805.

Display from page 1

memorabilia that filled their home.

The oldest book in the UCF exhibit, “Voyages des Castillans,” was published in 1659 and is an account of the discovery and exploration of America. Another rare book, “Gods Protecting Providence,” tells of a family shipwrecked off Florida’s coast in 1696. It was owned and signed by Charles Adams, whose father and grandfather were U.S. Presidents John Quincy Adams and John Adams.

—Susan Loden