

Faculty Senate Committee Meeting

Minutes of

October 16, 2014

Reid Oetjen, chair, called the meeting to order at 4:06pm. The roll was circulated for signatures.

MINUTES

Motion to approve minutes of September 18, 2014 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Jennifer Sumner, Director Special Projects, Regional Campuses
Melody Bowden, Executive Director of Faculty Center for Teaching and Learning
Lynn Gonzalez, Associate Vice President, Budget and Personnel Administration
Lyman Brodie, Associate Vice Provost, Faculty Relations
Diane Chase, Executive Vice Provost, Academic Affairs

ANNOUNCEMENTS

Manoj announced the Foundation of Excellence (FOE) initiative, headed by the Provost. This initiative is aimed at UCF transfer students. There are three co-leads on this initiative; Manoj Chopra, Jennifer Sumner, and Chandra Torres. Jennifer Sumner provided an overview of the initiative. The FOE study is focused on the transfer experience of students and how we as an institution can elevate that transfer experience. UCF has a high number of transfer students. We plan to look at the entire aspect of transfers. We are partnered with the John N. Gardner Institute For Excellence in North Carolina. We are in the formative stages of developing what is called the dimension committees. In this transfer study, there are nine different areas of focus. It will be essential for faculty to be involved with each of these dimensional committees. The Foundation of Excellence study at UCF is a partnership between Regional Campuses, SDES, and Faculty. As you hear more, we encourage you to get involved. Manoj announced the first event, a launch party in the Student Union, scheduled for October 29 at 2:00 – 4:00 p.m. The success of transfer students is an important part of our overall mission.

Questions: What are the nine areas of focus in the study? The different areas are philosophy, organization, all students, transitions, learning, improvement, diversity, faculty, and learning.

REPORT OF THE PROVOST

Commented on experience with FOE study. At his previous institution, areas that were critical to the success of the study include: significant and substantive involvement by faculty, administration stood behind the recommendations of the committee to close the gap, and administration fully supported and was committed to implement recommendations. The process is transformational. We saw student success grow expedientially. Our graduation rate had been 36% for twenty years. We set a four year graduation rate of 50%. By the fourth year we reached 49.7%. Encouraged everyone to get involved, know what is going on, and encouraged everyone

to act on recommendations and he will do the same. A small bit of bad news, our four-year graduation rate for transfer students has dropped slightly over the past four years. This study is on target and probably will define how we re-write DirectConnect to UCF as we re-consider the next five years.

The provost gave an update on people, programs, and buildings. New hires, 197 searches. As of Tuesday, 43 were posted, 867 applications received, and 3 positions have been filled. A slight change has been encouraged, and that is to monitor the pool for diversity before we go to the next level of invitation rather than monitoring the pool after the search is finished. Staff are still able to turn it around in 48 to 72 hours. I have asked the deans to try and get the remaining positions in by October 28 so we can post by October 31. The collective advertisements promoting UCF run out at the end of November so we are trying to make sure everyone gets the benefits of our collective presence. Three Dean search committees have been commissioned; Maribeth Ehasz will chair the committee for the position of Dean and Vice Provost of Undergraduate Studies, Deborah German will chair the committee for the position of Dean of the College of Nursing, and Michael Johnson will chair the committee for the position of Dean of the College of Education and Human Performance. Also, I have sent out a request for interest as the Interim Dean of Undergraduate Studies position. Elliott Vittes would like to help transition someone beginning around November 1 so he can move into another role in the spring semester. This is a short internal request for interest for this appointment. We are looking for someone that has an interest in undergraduate education, has excellent relationships in the university community, and understands curricula.

Downtown campus. We are probably at the 75% stage of putting together an organizational process and set of committees. Many of the committees have place holders for faculty to be determined. As we finish the process, we will seek your opinion on populating those committees. The downtown campus gives us the opportunity to re-define UCF's future and to be something that we aren't currently. We hope to have the committees formed by the end of the month. Encouraged everyone to watch a video on the UCF YouTube channel produced for our community launch that is really an aspirational video and ties into Arizona State.

The Advanced Manufacturing Research Center in Osceola County focuses on smart sensors, first in the world of its kind. A significant contribution commitment has been made by the county. This places us in a competitive role for intelligent manufacturer centers that President Obama announced, which is a \$200 million commitment. The 100,000 square foot center is planned to open in 2016. It will be focused on universal smart centers. We have heavy competition in Texas and New York, but we have a lot of advantages and UCF's history in optics and photonics is just one of the advantages. It gives UCF an opportunity to partner with industries here and also attract new manufacturing and futuristic manufacturing based in Central Florida. Special thanks to President Hitt for his vision and especially to MJ Soileau for his tenacity, his relationships, and his history of delivering on his promises.

As we bring on 197 new faculty, we are going to be in a space crunch. We are trying to address the space crunch by adding office space in new Trevor Colbourn Hall. Working creatively to try and find funding to start up the interdisciplinary lab building or at least a piece of it while we are seeking state support. Although new positions present issues, the opportunity is to see how we

use this to repurpose lab facilities, collaborative work facilities, and maybe even office facilities so we can enhance our multidisciplinary and collaborative work. We have told the deans that we would be supportive of investing in repurposing, remodeling, and putting in some infrastructure support, where needed, in order to enhance the synergy we can get from these facilities.

OLD BUSINESS

Resolution 2014-2015-1: Amend the Definition of Faculty in the Bylaws of the Faculty Constitution

At the last Senate meeting a friendly amendment was added that was substantial. We must allow 30-days before we can vote, and we are at 28-days. Motion to put resolution on the November 20 Senate meeting for discussion and vote. Motion seconded. Motion passes.

NEW BUSINESS

Approval of TIP, RIA, and SOTL documents

These three awards are bargained through the collective bargaining process. The Steering committee presents the documents for approval of date changes only.

Question: There was an agreement that a committee would be formed by the Provost's office to review the awards. Provost Waldrop agreed we would have a joint committee represented with union, faculty senate, and administration to look at these three awards. Provost Whittaker intends on forming committees. The Provost office is still in the process of forming the committees.

Motion to approve date changes in total. Seconded. Motion passes. Point of Order called after mentioning the items will be put on the November 20 agenda. New motion to approve date changes in total. Unopposed. Motion passes.

2013-2014 RESOLUTION REVIEW

Several resolutions sent to Academic Affairs last spring were not approved. Provost Whittaker and Diane Chase provided responses.

Resolution 2013-2014-6 Universal Parking Fee Pricing- to equalize fees for hangtags and stickers. Parking Services agreed to reduce the price of the hangtag from a 50% surcharge over the sticker. Reason for denial, there was some action. Parking services reduced the price of the hangtag and did not raise the cost of the sticker. Parking services is assessing the impact, so there is more to come after we get details. The question is, is this going to reduce revenue, increase the number of people that buy the hangtag. Made an attempt to make a positive change. Amit, chair of the Parking Advisory Committee has preliminary information. The differential between sticker and hangtag was 50% now the differential has been reduced to 25%. Anecdotal evidence indicates they actually made money because more people are buying the hangtag, but we need hard data. Diane Chase suggested it is best to work inside the committee first and if necessary come back with a resolution.

Resolution 2013-2014-3 SoTL Eligibility – was denied only because we are about to establish a committee that will be looking at TIP, RIA, and SoTL. Seemed premature to vote on just SoTL

when all three are going to be reviewed. The committee needs to look at eligibility for all three of the awards.

Resolution 2013-2014-4 To encourage implementation of the Chronicle of Higher Education Great Colleges to Work Program or similar instrument – approved and hopefully by next meeting we can tell everyone what the similar instrument is. We selected one that is probably a better tool than this one.

COMMITTEE REPORTS

Budget and Administrative Committee – *Michael Arthur*

The Committee was asked to look at faculty concerns and develop responses to be shared with Senate and the administration. At the meeting yesterday we identified a few problems that will be looked at in the next couple of months. 1) Faculty concerned about the lengthy amount of time for General Counsel to review contracts, especially those contracts that don't have significant changes from year to year. 2) Information technology – some departments not being able to use UCF Outlook. 3) Unfunded mandates – units on campus take control over procedure or implement a policy that puts a burden on departments. 4) Concerns how overhead from grants is being spent. 5) Still completing paper timesheets, leave & exception reports. 6) Faculty wanting more input in the process for new faculty hiring and bring forth ideas that come from the full department and not just selected people. 7) Support for new hires. The committee will request input from various people on campus. Chair update on timesheet, summer 2015 upgrading Peoplesoft system to include a module to take timesheets electronic.

Comments: Ida Cook suggested that the last two issues (6 & 7) should be referred to the Personnel committee.

Reid Oetjen asked the committee to look at the efficiency of facilities as they work around campus to do any modifications or construction.

Reid urged all committees, when you have a lot of issues, rather than waiting until March to bring these issues to the Senate floor, please focus on one or two and let's get the resolutions going forward. Please keep minutes for your committees meetings. You can either send them to the Senate Office at the end of the year or after each meeting so we can keep record of the work.

Manoj Chopra: it's important that we maintain the dignity and credibility of the Faculty Senate. Therefore, the committees are meant for campus-wide faculty issues. It becomes difficult to manage a large number of individual issues at a committee level. As someone that has been involved in this for 12 years, it's important we don't water down the committees by addressing individual complaints.

Reid Oetjen: e-mail issue: That particular issue was discussed at the IT Resource Advisory committee. The committee should be discussing the issue directly with Joel Hartman. That way this committee can move forward on other issues.

Art Weeks: On overhead, in 2012-2013 the budget committee passed a resolution supporting the efforts of Provost Waldrop to form a committee to look at overhead. I don't know what every happened or what it was called.

Personnel Committee – Ana Leon

Committee met two times, once in August and September. The committee identified four major areas to explore in terms of discussion and action/recommendations. 1) College criteria for promotion of Instructors and Lecturers. The only promotion criteria that exists is what has been developed by Faculty Relations. We should wait on the colleges/departments to develop criteria. 2) Challenges existed in the Emeritus category. Confusion on criteria, how criteria is interpreted, who sits on committee, and how applicants prepare portfolio. We will be working with Lyman Brodie and Foard Jones to get more information. 3) Implementation of Chronicle of Higher Education Great Colleges To Work For, based on the resolution passed last year. We are discussing the situation with no faculty exit survey and considering recommendations. 4) Salary compression and inversion. Communicating with Lyman to explore where we go from here.

Comments: Reid – 4th item. Are we hiring faculty at market? We may not have a compression/inversion issue if everyone is getting paid the same for a number of years. Manoj: on the 2nd item, glad you are discussing with Foard. I believe that committee is a reporting committee to the Faculty Senate, the commencements, convocations, and recognitions committee. It's time we looked at the criteria.

Richard Harrison: The last University-wide study of salary compression/inversion was done in 2005.

Parking Advisory Committee – Amit Joshi

We have three issues that we discussed. 1.) Reservation of parking spots for expecting mothers. We did not pass a resolution simply because Parking Services promised to roll out a pilot a select number of parking spots in spring to be reserved for expecting mothers. 2.) Equalization of hang tags and decals. Still waiting on figures from Parking Services. 3.) Signage issue. Tasked with improving the signage across the campus. Nobody seems to know who is in charge of signage. Reid suggested committee talk to Lee Kernek. She may be able to pinpoint who you need to talk too.

Undergraduate Council – William Self

The curriculum committees have been meeting and making changes to courses. The only significant new program that was just approved was a nano scale technology minor that has been approved and being offered by COS department of Physics.

Graduate Council – Annette Khaled

Has met three times. Approved a change in the Graduate Policy to included new ranked Lecturers and Instructors. They will now be eligible to serve as Graduate faculty instead of just Graduate faculty scholar. Discussed GTA versus non-GTA training. Appeals discussed the 7-year rule and waiting until the month of graduation. Discussed the requirement to defend on campus versus using technology from a distance.

OTHER BUSINESS

Observation – Instructor/Lecturer committee is begging for criteria. It would be interesting to know what percent of Instructor and lecturer promotions are denied.

Lyman: Promotion and Tenure criteria. We are in the third year of the four year rollout. We will be contacting the colleges. After fourth year all are eligible.

ADJOURNMENT

Moved to adjourn at 5:00pm.