

**Faculty Senate Steering Committee Meeting**  
Minutes of  
**November 13, 2014**

Reid Oetjen, chair, called the meeting to order at 4:00pm. The roll was circulated for signatures.

**MINUTES**

Motion to approve the minutes of October 2, 2014 was made and seconded. The minutes were approved as recorded.

**RECOGNITION OF GUESTS**

Deborah German, Vice President for Medical Affairs and Dean, COM (phone)

Richard Pepler, Associate Dean, Faculty and Academic Affairs, COM

Jane Gibson, Professor of Pathology, COM

Jeff Jones, Vice Provost, Regional Campuses

Thomas Cavanagh, Associate Vice President, Center for Distributed Learning (phone)

Ross Hinkle, Vice Provost and Dean, College of Graduate Studies

Christopher Parkinson, Professor Biology, Provost Fellow

Christine Dellert, Senior Director, Internal Communication, Academic Affairs

Lyman Brodie, Associate Vice Provost, Faculty Relations

**ANNOUNCEMENTS**

The UCF Mobile application now has shuttle information. Kevin Belfield has left UCF and we appreciate his service. John Lynxwiler is taking over for Kevin on the steering committee. Jeff Kaplan is retiring January 14, 2014. Please thank him for his contributions and service to UCF. At three o'clock today, the campus closes for the UCF football game.

**REPORT OF THE PROVOST**

Introduced Chris Parkinson, a provost fellow. Chris is working on the academic priority setting with Manoj Chopra. Chris has a special interest in team science cluster hiring. New hire update – 98 positions posted, five hired, two have closed, and 3 not posted yet from CREOL should be posted today. Personnel transitions – Vice Provost and Dean of Undergraduate Studies position will be posted in the next edition of the Chronicle of Higher Education. Reviewed the seven candidates for the internal interim position. The Dean for the College of Education and Human Performance position posting has been approved and the national posting is being processed. The search committee for the dean of the College of Nursing has been approved to use a national search firm.

In response to Faculty Senate Resolution 2013-2014-4, we have entered into a contract with COACHE (<http://sites.gse.harvard.edu/coache>), a Harvard based research study. The data is confidential, questions are validated, and use national benchmarks. We have an opportunity for institution-specific questions. The major stakeholders that will be included are the Faculty Senate, Center for Success of Women Faculty, Faculty Relations, and UFF. It was recommended that the Office of Diversity and Inclusion also be

involved. Comments: part of the resolution included the sharing of the information. The Provost would like the information distributed as broadly as can influence decisions. Department heads should get the information, a standard report can go to everyone, but specific department data may take some thought on further distribution. The Provost was thanked for his commitment to the process. Ida commented that we need as many faculty and staff participating. Timeframe – groups identified before the holidays and the administration of the survey in February.

The Florida Consortium of Metropolitan Universities (UCF, FIU, and USF) - carried a legislative budget request to the Board of Governors last week that was unanimously approved. Focused on student success working together on predictive analytics, advising and career preparation. The consortium will commit to increasing the number of degrees awarded by 3,300 collectively within a three year time window. Now the request goes to the state budget committee.

Budget planning – Lynn Gonzalez and Diane Chase have been meeting with academic units to understand how they plan to utilize their carry forward in the future. This includes faculty start-up packages, and gaps and needs in recurring and non-recurring resources. The second level includes the other Vice Presidents like development, marketing and communications in order to set priorities. Moved forward with approving a project in PeopleSoft for a standardized budget ledger.

Discussed the kick-off events for the Foundation of Excellence and UCF downtown. The university has not decided exactly what programs are going downtown. The academic programs group has two sub-committees headed by Michael Frumkin and Michael Johnson. By the holiday, they need to have a good shaping of what the academic plan downtown may look like for broader discussion and comment. It may not be organized in the way we academically organize ourselves right now. Anything is on the table right now. After the holiday we start having to converge so the architects can get started by April 30. Christine Dellert discussed a website that is in the development phase now and other communication methods to keep people engaged throughout the entire process. Open to suggestions for other ways to make sure the stakeholders' voice is heard and feedback on the website. A campus-wide email will go out when website is up and running. Once the website is up, the link can be made available on the senate website. Oetjen commented on considering creating an Ad Hoc committee to provide input from faculty on concerns. Discussion continued regarding student feedback and community involvement. Discussed USF challenges in their St. Petersburg location and separate accreditation and conferring of degrees.

Facilities – We acquire and develop space, renovate and transform space, assign and schedule space, and manage technology and furnishings for space. All of these functions are currently in four different Vice President's areas. We have two impending retirements in the assignment area that are direct reports to Academic Affairs. This is the time to pause and look at other ways to work. Discussion continued regarding different personnel managing college facilities. Looking at developing a normalized budget line, much like IT in the budget process.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

College of Medicine Faculty Appointments and Tenure Issues – Chair requested the discussion start focused on the last page of the proposal regarding the Award of Tenure of Title to Non-Salaried UCF College of Medicine Core Faculty. Dr. Jane Gibson with the College of Medicine presented the three proposals. Additional information communicated in the discussions included:

- The COM estimates they would appoint about ten tenure of title appointments.
- The committee to decide tenure of title would be the same tenure committee structure already in place. Additionally, the same post-tenure processes in place now are applicable to these individuals.
- There is no conflict with Collective Bargaining Agreement since COM is out-of-unit.
- The individuals are not eligible for RIA or TIP as they are not a full-time employees of UCF.
- Seventy percent of VA physicians have university appointments. The VA educates a fifth of COM students. These individuals already have faculty appointments and are not willing to move without the possibility of a faculty appointment in Orlando. They want to continue their scholarly activities.
- CON has similar issues.
- Our ability to build a top-tier medical city is dependent upon the university offering core faculty status to those that are non-salaried. Our partners will be able to attract research-based clinicians and scholarly clinicians.
- All three proposals have no impact on Faculty Senate apportionment.
- COM has over 1,300 individuals as affiliated faculty. The COM accrediting body requires that faculty involved in the educational program of students have a faculty appointment. The reason is the Dean has to have the ability to hire without compensation and fire.
- Affiliated faculty are covered by sovereign immunity in an educational role. When receiving compensation from the affiliate institution, they are covered by the liability of the institution.

The committee discussed how to proceed with the COM proposals. The faculty senators should have the opportunity to review and raise any questions. The provost believes it was appropriate for COM to bring issues to faculty senate for review. Although this is not an approval process he would like to see a resolution of support and possible recommendations for improvement. Committee decided to ask the personnel committee to review the proposal on Tuesday, November 18 in time to present the proposals to the senate on Thursday, November 20. Bill Self drafted the resolution of support as the committee continued to other topics.

Mastery-based and personalized learning – Dr. Jeff Jones with Regional Campuses discussed the Bachelors of Applied Science degree that is managed through Regional

Campuses and is housed in Undergraduate Studies. It has a number of tracks that have been used to try to allow degree completion from students in our region that have an Associate of Applied Science degree. Tom Cavanagh discussed a current pilot in adaptive learning. The pilot is running two courses this semester, a course in psychology and a course in nursing. The math department is in the process of building out a four-course sequence. The faculty selected software called RealizeIT. The product allows us to leverage a pre-test to create learning paths for each student through the content. The system learns what is most effective for a particular student. The math department would like students to be able to move quickly through the class if the skill is mastered, and allow remediation for those that need it. If the student needs more time to prove mastery, they may get an “I” and the end of the term and a late add into the next course. Discussed a means to use budget funds available through Complete Florida to help compensate faculty for course re-design. The BAS program would allow us to pilot mastery-based with minimal disruption. The length of the pilot would be two to three years. After discussion a motion was made to refer the topic to the Undergraduate Council; the motion was seconded and passed.

College of Medicine Faculty Appointments and Tenure Issues – Bill Self read the resolution to the committee. Committee discussed wording. Motion made to change wording to a statement of support from the steering committee and seconded. The statement of support was passed.

### **Resolution Statement of Support**

Whereas the Faculty Senate Steering Committee has reviewed information provided by the College of Medicine for the appointment, promotion and tenure of College of Medicine faculty employed by UCF and non-salaried clinical faculty employed by UCF-affiliated Hospitals and Institutions,

And whereas the criteria and procedures for appointment of core salaried and non-salaried faculty having primary assignment in clinical practice and/or clinical education have been established,

And whereas the College of Medicine proposal includes the award of tenure of title to non-salaried core faculty that meet or exceed current tenure requirements and who are compensated by our affiliate institutions,

Be it resolved that the Faculty Senate Steering Committee **endorses supports** the proposed revision of titles and the awarding of tenure-of-title to faculty with substantial contributions to the College of Medicine.

Personnel committee will review the proposal and the proposal will be added to the senate agenda for November 20.

Paid Parental Leave – Linda Walters discussed the issue of no paid parental leave at UCF. This is an issue that comes up constantly in the Center for Success of Women Faculty. The Faculty Union is discussing this issue next month. The Center is looking at the practicality and interest in allowing one semester paid parental leave, and/or one semester of modified instructional duties. There is also interest in expanding the term “parental leave” to “family leave” including caring for critically ill family members. They did a survey of schools across the country. She discussed the range of options. Right now UCF’s modified instruction options is wide ranging and inconsistent. She suggests a consistent, transparent policy across campus for modified instructional duties. Paid parental leave at UCF results in employees taking all sick leave, then leave without pay. Most employees don’t have enough sick leave built up to cover unpaid leave. In 2012-2013, 55 women took parental leave. Graduate Studies started paid parental leave for GTA and GRAs in January 2014 for six weeks paid leave. The Center is happy to assist by surveying or working with other committees to determine interest. Discussed the cost neutral program at USF. A motion to move the issue to the personnel committee was made, seconded and passed.

## **LIAISON COMMITTEE REPORTS**

Budget and Administrative Committee—Robert Cassanello  
Out-of-town, no update.

Graduate Council—Jim Moharam  
No update

Parking Advisory Committee—Norma Conner  
Have not meet since the last steering meeting.

Personnel Committee—Richard Harrison  
Committee met for an hour on October 21 on emeritus status. Senate passed a resolution 2011-2012-6 Emeritus Policy Revisions approved by provost last spring modifying criteria. Personnel committee is letting those revisions stand.

Undergraduate Council—Bill Self  
Many items on the agenda, many are fees. There will be an active discussion on the rationale for the fees.

## **OTHER BUSINESS**

None

## **ADJOURNMENT**

Motion to adjourn made and seconded. The committee adjourned at 6:03 p.m.