

**Faculty Senate Steering Committee Meeting**  
Minutes of  
**August 13, 2015**

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

**MINUTES**

Motion to approve the minutes of the June 24, 2015 emergency meeting was made and seconded. The minutes were approved as recorded.

**RECOGNITION OF GUESTS**

Manoj Chopra, Interim Vice Provost and Dean, Office of Undergraduate Studies.  
Christine Dellert, Senior Director of Internal Communications

**ANNOUNCEMENTS**

The Senate passed a resolution in April; the first meeting of the new Senate incorrectly numbered 2014-2015-1. The resolution was appropriately renumbered to 2015-2016-1 to reflect when the resolution was passed.

2014-2015 Resolution Update

There were two resolutions passed by the senate during 2014-2015. 2014-2015-1 Amend the Definition of Faculty and Eligibility for Election to the Faculty Senate in the Bylaws of the Faculty Constitution was approved by the Provost and implemented for the 2015-2016 Faculty Senate apportionment. 2014-2015-2 Parental Leave Policy and Procedures for UCF Faculty Birth/Adoption was not approved by the Provost.

Committee Staffing Request – Parking Citations Committee

The Senate received a request for a faculty member to serve on the Parking Citations committee. The committee meets every other Friday from 8:15 to noon. The Provost asked whether it was a good use of time for a faculty member to serve on this committee.

Faculty Senate Staff

Christie Wolf is now permanent in the Senate administrative assistant position. Over the summer, Christie researched the UCF archives for Senate resolutions and have placed resolutions from 1970 through 1985 online.

Robert Cassanello volunteered to be parliamentarian.

**REPORT OF THE PROVOST**

We have allocated 85 faculty positions for next year; 33 are set aside for cluster hires, and 17 are set aside for opportunity hires.

### Faculty Leadership

Cynthia Young's office is launching a new set of initiatives to develop faculty leadership. See [www.facultyexcellence.ucf.edu](http://www.facultyexcellence.ucf.edu) for details. The Provost encouraged everyone to attend the faculty welcome reception on August 21 at 3:00 p.m. in the Student Union, Pegasus Ballroom.

### UCF Retirees

A concern has been raised from the Deans group, Faculty Senate, and UFF regarding a policy decision to move retiree email accounts to knights mail. A union grievance has been filed on the issue, so the issue can't be addressed until we have a response from the union. This and other issues have led us to begin asking how else we can support retirees.

### TIP, RIA, SOTL

We charged a committee last year to assess the criteria for the programs. The committee met and reported to Faculty Excellence in April. Recommendations are being reviewed and will be sent to Dr. Hitt. The majority of the recommendations must be bargained in the collective bargaining agreement.

### Parental Leave

Agreed with the Resolution, but unable to approve since the issue is part of collective bargaining. We will report once bargaining is completed, probably within the next month. This is an open book year, and all articles are bargained.

### COACHE survey

Cynthia Young was at Harvard last week with the COACHE consortium. We expect results within the next week or so. We will share the findings broadly. We hope findings will be referred to appropriate committees for actionable recommendations. We will get the raw data; if faculty have research interests in the data, requests can be made to Cynthia Young.

### Carry Forward Budget Allocations

At the end of the year, often there are funds that go into carry forward at different levels. It's good to ensure 5 - 7% is kept for emergency purposes. There are some funds accumulated that have captured the eye of the state. We took 11.5 million of the funds and redistributed them across the university in three areas: 40% student success, 40% research, and 20% IT and infrastructure. We will do this reallocation every year. In doing so, we respected all three-year plans; this process ensures deliberate planning of carry-forward funds.

### Cluster Hires

As we begin the process of hiring clusters, Cynthia Young has announced a speaker series that can be used to invite scholars to give seminars, hosted by the clusters.

### **OLD BUSINESS**

There is no old business.

## NEW BUSINESS

Motion and second was made to renumber approved 2008-2009 resolutions currently displayed online as 2007-2008-5, 6, 7 and 8. The Steering Committee can act to renumber these resolutions appropriately to the senate year approved. Motion carried.

### Committee Assignment Update – Bill Self

A copy of the Senate Curricular and Operational committees was distributed. We are identifying committee chairs to ensure active committee years.

### Senate Committee Liaisons

We establish Steering committee liaisons to Senate committees to keep us apprised of what is happening. Volunteers are needed for each committee:

Personnel Committee: Linda Walters  
Budget and Administrative: Robert Cassanello  
Parking Advisory: Bari Hoffman-Ruddy  
Graduate Council: Jim Moharam  
Undergraduate Council: Hyoung Jin Cho

### Topics for Senate Committee Action

Topic list for 2015-2016 was distributed. A list of issues has been generated based on discussions with Deans across the university, senate leadership, and senators. The function of the Steering committee is to set the agenda for the senate and refer items to established committees, or ad hoc committees. We can decide some issues are not important or appropriate for this body. A motion and second was made on each item. All committee assignment action motions carried.

## Topics for 2015-2016 Faculty Senate

	Committee Assignment Action	Topic	Referred By
1	Personnel	Senate Resolution 2007-2008-5 Appointment and Evaluation of School Directors and Department Chairs- issue surrounding the term "vote."	Provost and Steering Committee.
2	Undergraduate Policy and Curriculum Committee	Reconsider posthumous degree consideration: would like some recognition for students who fall short of current threshold for posthumous degrees (within 15 hours).	Foard Jones, Associate Dean CBA

3	Ad Hoc Constitution/Bylaws Committee	Lack of clarity regarding different faculty ranks in things like voting and apportionment for Faculty Senate.	Michael Johnson, Dean College of Sciences
4	Ad Hoc Constitution/Bylaws Committee	Determine college policies and procedures regarding the nomination of faculty and how elections are conducted.	Steering April 9, 2015 - Ida Cook
5	Tabled	Review Academic Affairs re-organization to determine faculty representation.	Steering April 9, 2015
	<b>Discussion: College of Undergraduate Studies is not hiring faculty.</b>		
6	Personnel	Suggested modification of the University Promotion and Tenure Committee for promotion consideration of non-tenured faculty.	Lucretia Cooney, Faculty Excellence
7	Budget & Administrative	Concern over library funding (not enough recurring funds to cover rising cost of journals; library not getting any portion of grant overhead).	Barry Baker, University Libraries
	<b>Discussion: Funds being allocated to Library from carry-forward re-distribution - reach out to Provost office on issue.</b>		
8	Tabled - out of scope	Renovating space is expensive and slow.	Foard Jones, Associate Dean CBA and Michael Georgiopoulus, Dean CECS
9	Tabled	Cost of maintenance of classrooms is responsibility of colleges, but no funding is given towards this purpose in the budget.	Mike Frumkin, Dean COHPA
	<b>Discussion: Joel Hartman is conducting an audit of all spaces; trying to normalize budget</b>		
10	Tabled	Redundancies in university organizational flow chart.	Steering April 9, 2015, from committee 2014-2015 - Robert Cassanello liaison

11	Budget & Administrative	Question of distribution of overhead from grants.	Steering April 9, 2015 - Reid Oetjen
	<b>Discussion:</b> <i>Develop a clear description of the process to be communicated and make appropriate recommendations.</i>		
12	Parking Advisory	Is there a better way to help Rosen College faculty when traveling to the main campus? They face parking issues, adding to isolation and the disincentive to contribute service.	Abraham Pizam, Dean Rosen College
13	Academic Affairs TIP Sub-committee	Disincentive for teaching Honors courses, because of emphasis on SCH quantity for TIP eligibility.	Alvin Wang, Dean Honors College
14	Pending follow up to see if still an issue	For Continuing Education courses, Academic Affairs has stipulated a low payment for faculty; Rosen College would like more freedom in faculty pay (this is outside CBA).	Abraham Pizam, Dean Rosen College
	<b>Discussion:</b> <i>Issue was referred to Sherry Andrews for review of overload, summer appointment, ADI, etc.</i>		
15	Tabled w/follow up	Problem with getting faculty to do service in Rosen College; since the maximum it can count in assignment is 10%, it is not valued by faculty.	Abraham Pizam, Dean Rosen College
	<b>Discussion:</b> <i>Issue previously discussed with Provost office. Check with Ronnie Korosec regarding this issue.</i>		
16	Personnel	Clarify emeritus status requirements: how to show national status?	Foard Jones, Associate Dean CBA
16	<b>Discussion:</b> <i>The Provost suggested working with Cynthia Young on this issue.</i>		

17	Personnel	Problem of salary compression; desire for more awards for junior faculty and staff	Mike Frumkin, Dean CHOPA
<b>Discussion:</b> <i>Term "junior" needs to be clarified. The Provost received national data; waiting on SUS comparison. Check with Gary Tyson at FSU who is doing a study.</i>			
18	Personnel	Top faculty getting recruited away by other schools, desire for more Trustee professorships.	Michael Georgiopoulos, Dean CECS
19	Table until report from AA	Issues that emerge from the COACHE survey. Results will be in within 2 months of survey closing. Among those issues is compensation.	Steering April 9, 2015
20	Table until bargaining is completed	Paid Family Leave.	Steering, carry forward from 2014-2015
<b>Discussion:</b> <i>Tabled until outcome of Collective Bargaining.</i>			
21	Tabled	Retiring faculty not able to keep email@ucf.edu; must use knights mail.	July 6, 2015 - Keith Koons
<b>Discussion:</b> <i>Tabled until UFF Grievance completed.</i>			
22	Personnel	Joint appointments - need to be reviewed and clearly defined (tenure, teaching duties, etc).	Steering April 9, 2015 - Jim Moharam
23	Tabled w/Provost follow up	Possible improper influence on activities of Endowed Chairs by donors (FSU issue).	Steering April 9, 2015
<b>Discussion:</b> <i>The Provost office to review UCF Gift Agreement with Foundation and identify how endowed position is managed. Will follow-up.</i>			

24	Ad Hoc Constitution/Bylaws Committee	Representation of faculty on university committees - how selected and lack of representation (Downtown committees, etc).	Steering April 9, 2015
25	Undergraduate Policy and Curriculum Committee	Academic rigor: consideration of Lack of Progress in degree programs.	Steering April 9, 2015, Bill Self
<b><i>Lack of progress with coaching into different pathways.</i></b>			
<b><i>Discussion:</i></b>			

Informational items:

1. TIP awards from retiring faculty now in the College of Nursing are now going back to CON.
2. The College of Medicine is seeing the benefit of revised faculty status, leading to better collaboration with people from the VA hospital.

Senate Agenda for August 27 and Reception

Need to approve the upcoming Senate Agenda. Below are the items on the agenda:

- Michael Morsberger, the new Vice President for Alumni Relations and Development has been invited to briefly speak.
- Brief presentation on the resolution process.

Agenda items for New Business approved.

**OTHER BUSINESS**

Encourage senators at the Senate meeting to communicate with departments that have no bylaws that they may create bylaws, if the department wishes.

**ADJOURNMENT**

Motion to adjourn made and seconded. The committee adjourned at 5:55 p.m.