

Faculty Senate Personnel Committee

Wednesday, April 12, 2017

11:30 am - 12:30 pm

Technology Commons 102B

<http://facultysenate.ucf.edu/meetings/PersonnelMeetings.asp>


AGENDA

- 1) Call to order
- 2) Roll Call
- 3) Selection of minutes taker for the meeting
- 4) Review and approval of minutes of March 08, 2017 meeting
- 5) Announcements and recognition of guests
- 6) Old Business
 - a. Provost response to Senate resolution 2016-2017-12: Lactation rooms
 - b. Provost response to Senate resolution 2016-2017-13: Relatives COI
 - c. Gender equality study presentation at full Senate meeting: Administration plan to examine gender equalities in more detail
 - d. List of topics to forward to 2017-2018 UCF Senate Personnel Committee
- 7) New business-
- 8) Other topics
- 9) Adjournment for the 2016-2017 year

Faculty Senate Personnel Committee Meeting

March 8, 2017

1. Meeting called to order at 11:33 am

2. Members Attending: Stephen King (chair), Mindi Anderson, , Robert Folger, David Harrison, Richard Harrison, Waldemar Karwowski, Peter Jacques, Jonathan Knuckey, Karol Lucken, Eric Merriam, Valerie Storey, Linda Walters

3. Minute taker: Mindi Anderson

4. Minutes from Feb. 8, 2017 meeting: Approved.

5. Announcements: None

6. Old Business:

a. Salary study

- Discussion centered on where we are; Provost discussed at the last senate meeting.
- Salary has to be bargained.
- Members discussed that a resolution may not help with this issue.
- Salary compression is still a concern.
- Members discussed we will continue to bring up the issue.
- Salary discussed in relation to TIPs, RIAs, and SoTLs. See c.

b. Evaluation of endowed chairs; update on completion

- Lucretia Cooney was not in attendance; discussion tabled.

c. TIPs, RIAs, and SoTLs/Provost comments at Feb Full senate meetings

- Discussion by members that these awards are not available to all (i.e., those teaching small classes)
- One member discussed not needing additional levels of evaluation - causes increased anxiety.
- One member discussed background - TIA awards were started to encourage teaching large classes.
- One member discussed that the bargaining unit doubled the number this year.
- One member discussed we are the only school left doing these awards.
- One member discussed we still have PhD faculty making \$33,000/year. Concerns with hiring good faculty, as well as, faculty retention.
- Discussion centered around initiating a survey/surveys to look at the:
 1. Impact of having the TIP, RIA, and SoTL system with current faculty.
 2. What other universities do/why they took away these type of awards.
- Question or survey may want to look at the impact of what salaries would look like if these awards disappeared.
- Also, want to look at how many faculty are excelling but missing out on these awards.
- Linda discussed that we have access to Institutional Knowledge Management (IKM) that can do these types of studies, such as being done on gender and salaries.
- Stephen discussed we need to have someone draft questions - Waldemar volunteered. He will send to Mason and the rest of the group for input.
- With surveying faculty, Mason said the bargaining unit will be sending out a faculty survey in the next few days with related questions.

- A concern was brought up by one member that the College of Medicine is not included in the faculty to be surveyed, as they are not under the bargaining agreement.

d. Faculty gender survey (Linda)

- Linda discussed the faculty gender survey; results are to be available by IKM mid-March.
- This is an internal study; the Berkley model was used.
- Ethnicity is being added to the study.
- Data will look at the last 10 years (2006-2016) as this is when the data was good; older data may not be as good.
- To be in the study, faculty had to be employed in 2016 (approximately 1700 people)
- Deans/Directors classified as administration, not faculty.
- Using payro

7. New Business:

- Linda brought up Faculty Development Conference.
- There has been an increase in applicants, but not in monetary support.
- Having to get more selective on who goes.
- Funds controlled by budget.
- Funds should be tied to an increase in faculty.
- Mason made a resolution, which was approved by all.

whereas we support a resolution to encourage administration to increase the budget to support the Faculty Development Summer Conference

whereas the number of faculty has increased but the budget has not

whereas faculty attendance at the conference is important to support faculty teaching

- will see if this can get on agenda for steering committee tomorrow.

8. Other topics:

None

9. Adjournment: 12:35 pm



UNIVERSITY OF CENTRAL FLORIDA

Office of the Provost and Executive Vice President

4365 Andromeda Loop, North

Suite 338

Orlando, FL 32816

To: Dr. Keith Koons, Faculty Senate Chair

From: Dr. A. Dale Whittaker, Provost and Executive Vice President

A handwritten signature in black ink, reading 'Dale Whittaker', is positioned to the right of the 'From:' line.

Re: Faculty Senate Resolution 2016-2017-13: Fair and equal enactment of the UCF

Employment of Relatives Policy.

Date: March 24, 2017

Dr. Koons;

The University of Central Florida is dedicated to maintaining an open and transparent conflict of interest and commitment policy. Such policies ensure that actions, policies, and decisions made by all UCF faculty and staff are in the best interests of the University.

I understand that the Faculty Senate voted to approve Faculty Senate Resolution 2016-2017-13: Fair and equal enactment of the UCF Employment of Relatives Policy. This Resolution removed the second sentence in paragraph "h" of the Employment of Relatives Policy, which provided an exception to faculty members involved in research activities. The justification for the exception was that research may require a unique skill set or group of attributes relating to research personnel which may require exemptions to this policy.

As seen during the Faculty Senate discussion of this Resolution on January 26, 2017, there was considerable debate on this issue. In that discussion, it was noted that the UCF Research Conflict of Interest Committee was in the midst of working on possible revisions to this policy, but had not yet completed their work.

Because I value the input of subject matter experts, I have decided not to approve this Resolution until such time as the Research Conflict of Interest Committee has had an opportunity to conclude their important work on this topic.



UNIVERSITY OF CENTRAL FLORIDA

Office of the Provost and Executive Vice President

4365 Andromeda Loop, North
Suite 338
Orlando, FL 32816

To: Dr. Keith Koons, Faculty Senate Chair
From: Dr. A. Dale Whittaker, Provost and Executive Vice President
Re: Faculty Senate Resolution 2016-2017-12: Availability of Lactation Rooms for UCF Women
Date: March 24, 2017

A handwritten signature in black ink, appearing to read 'Dale Whittaker', is written over the 'From:' line of the letterhead.

Dr. Koons;

The University of Central Florida is dedicated to supporting the needs of all students, faculty, and staff. Part of this includes providing a supportive environment to enable breastfeeding employees to express their milk during working hours. Both central administration and UCF Facilities and Administration are aware of the need to provide lactation rooms for faculty, students, and staff, and have indicated that they will work to include such rooms in all new construction on campus. Indeed, the UCF Global building is an excellent recent example of their dedication to this need. Facilities and Administration is also continuing to look for existing space to repurpose in buildings for lactation rooms. However, with our current space and budget limitations, this process will likely take some time.

While I agree in spirit with the premise of Faculty Senate Resolution 2016-2017-12, I cannot approve it as written. Specifically, given the reality of the issues noted above, I would encourage language which takes our current limitations into account.

In the section highlighted below:

“At a minimum, UCF **should** triple the number of lactation rooms available to women employees on the main campus through designating space in planned constructions and retro-fitting rooms in existing buildings, especially on the west and south sides of campus;”

I would prefer language which states, “should attempt to”.

In addition, in the section highlighted below:

“**Be It Further Resolved** that the Faculty Senate additionally recommends that the lactation rooms at the College of Medicine and the College of Nursing (Research Park)

be maintained, a room be added at Rosen College and at regional campuses where UCF has a presence (if not currently available), and rooms be added to the new downtown campus construction designs based on expected campus enrollment and employment projections.”

I would prefer language which states, “and will work to identify space at both”.

Again, I remain dedicated to making UCF one of the premier faculty, student, and staff friendly environments in the United States. Thank you for bringing this concern to my attention.



UNIVERSITY OF CENTRAL FLORIDA

Faculty Senate

Post Office Box 160070
Orlando, Florida 32816-0070

MEMORANDUM

TO: A. Dale Whittaker, Provost and Executive Vice President

CC: Ronnie Korosec, Associate Provost and Chief of Staff for Academic Affairs

FROM: Keith Koons, Faculty Senate Chair

DATE: 1/31/2017

SUBJECT: Resolution 2016-2017-12 Availability of Lactation Rooms for UCF Women

On behalf of the Faculty Senate, I am pleased to submit for your approval the following resolution brought forward by the Personnel Committee to the Faculty Senate. The Faculty Senate passed this resolution on Thursday, January 26, 2017.

Resolution 2016-2017-12 Availability of Lactation Rooms for UCF Women

Whereas, UCF currently has 7 publicly available lactation rooms: one is on the College of Medicine campus at Lake Nona, one is in Research Park at the College of Nursing University Tower building, and five on the main campus. The main campus rooms are located in the Global UCF Building, Physical Science Building, Engineering 1 Building, COHPA, and the Recreation and Wellness Center. On the main campus, these rooms are clustered on the north and east sides of the campus; and

Whereas, UCF Human Resources procedures document entitled, "Break Times and Locations for Nursing Mothers, Effective December 2010", states that the University of Central Florida will provide a supportive environment to enable breastfeeding employees to express their milk during working hours; and

Whereas, UCF currently does not provide sufficient and equitable access to lactation rooms for large population of UCF women who may need to express their milk post-delivery, including UCF women faculty (782), UCF women staff (2363), and UCF women students (35,508); and

Whereas, this lack of lactation rooms has economic implications for UCF, as reported by the 2010 University of Rhode Island report of “College and University Lactation Programs”, including a \$3 cost savings for every \$1 invested in breastfeeding support, parental absenteeism is 3X higher for formula-fed infants compared to breastfed babies, companies with an employee lactation support program experience less turnover and lower losses of employees after childbirth, and companies with lactation rooms are also rewarded with higher satisfaction, loyalty and morale; therefore

Be It Resolved that the Faculty Senate encourages the administration to follow the guidelines put forth by the U.S. Department of Health and Human Services, US Office of Personnel Management, and National Institute of Health as well as the US Department of Labor for working women which recommends 6 lactation rooms for every 1000 women employees (Attachment 1), and there be lactation room access within a 5-minute walk for the employee. At a minimum, UCF should triple the number of lactation rooms available to women employees on the main campus through designating space in planned constructions and retro-fitting rooms in existing buildings, especially on the west and south sides of campus; and

Be It Further Resolved that the Faculty Senate additionally recommends that the lactation rooms at the College of Medicine and the College of Nursing (Research Park) be maintained, a room be added at Rosen College and at regional campuses where UCF has a presence (if not currently available), and rooms be added to the new downtown campus construction designs based on expected campus enrollment and employment projections.

Attachment 1:

Recommendations from the U.S. Department of Health and Human Services and National Institute of Health for working women (womenshealth.gov)

The number of spaces needed depends on many factors. For example, companies will want to consider how many women are employed, the number and size of buildings, and the work schedule and job settings of employees. A general rule is to provide at least one permanent milk expression space for every 50–100 women employed by the company, and adjust as employee needs increase. The National Institutes of Health (NIH) compiled a formula for identifying the number of spaces needed, and estimate that at least six milk expression stations for every 1000 female employees should be the general rule. This number is based on a pregnancy rate of 5–7 percent among the female population, a breastfeeding initiation rate of 75 percent, and an assumption that most nursing women cluster milk expression periods around a similar period from 10 a.m. to 3 p.m. during a standard work day. The chart below is based on their general guide:

Milk Expression Spaces

Number of Female Employees	Number of Stations Needed
Under 100	1
Approximately 250	2
Approximately 500	3
Approximately 750	4
Approximately 1000	6
For every additional 1000 employees	6 additional stations

Seek locations that employees can reach within a 5-minute walk. This means that spaces should be evenly distributed within large buildings, as well as evenly distributed across a large campus in easily accessed locations. Limiting an employee's travel time minimizes the overall amount of break period women need to express milk. Centralized locations also make it possible for the greatest number of employees to access the space. Within a building, spaces can be located near a central bank of elevators, the entrance to a facility, or the employee lounge or eating areas. **Look for space near running water for washing hands and breast pump parts.**

Women will feel comfortable and safe when the door into the milk expression room can be locked. A keypad lock or electronic key provides privacy, and nursing moms can use a key, key card, or code to enter the room. If a lockable door is not possible, provide a sign outside the door with a well-communicated policy to help prevent others from entering the space. Curtains or partitions by the door might be needed to provide an additional layer of privacy when the door is opened from the outside.

I. Faculty Senate Action:

approved not approved date: January 26, 2017

Faculty Senate Chair
Signature: Keith Kozus date: Jan. 31, 2017

II. Provost:

for information
 for action: approved not approved date: 3/24/17

Indicate Person(s) Responsible for Implementation:

Provost signature: _____ date: _____

Return to FacultySenate@ucf.edu