

MEMORANDUM

Date: April 10, 2014
TO: All Faculty Senate Members
FROM: Reid Oetjen
Chair, Faculty Senate
SUBJECT: Faculty Senate Meeting on April 17, 2014

Meeting Date: Thursday, April 17, 2014
Meeting Time: 4:00-6:00 p.m.
Meeting Location: Student Union Key West, Room 218

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of** *March 27, 2014*
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
7. **New Business**

- Introduction of Members
- Election of Officers for the 2014-2015 Senate

Nominations by the Steering Committee:

Chair: Dr. Reid Oetjen, College of Health and Public Affairs
Vice Chair: Dr. Keith Koons, College of Arts and Humanities
Secretary: Dr. Thomas Bryer, College of Health and Public Affairs

Additional nominations may be made from the floor.

- Establishment of the Steering Committee for 2014-2015

In addition to the elected officers of the Senate and the immediate past chair of the Senate, the Steering Committee will need the following:

- (2) members from the College of Arts & Humanities
- (1) member from the College of Business Administration
- (1) member from the College of Education and Human Performance
- (2) members from the College of Engineering and Computer Science
- (2) member from the College of Health and Public Affairs
- (1) member from the College of Medicine
- (1) member from the College of Nursing

- (1) member from the College of Optics and Photonics
- (2) members from the College of Sciences
- (1) member from the Rosen College of Hospitality Management
- (1) member from the University Libraries

Steering Committee members are elected by the senators of their respective academic units.

- Establishment of the Committee on Committees for 2014-2015

The Committee on Committees is chaired by the Vice Chair of the Senate and is composed of one Steering Committee member from each academic unit.

8. Other Business

9. Adjournment

2014-2015 Faculty Senate Biographies of Officer Candidates

Chair

Reid Oetjen currently serves as the chair of the Faculty Senate at the University of Central Florida. Dr. Oetjen is an Associate Professor and the Interim Chair of the Department of Health Management and Informatics. Dr. Oetjen teaches courses at both the undergraduate and graduate levels. Dr. Oetjen focuses his teaching on long-term care administration, aging populations, healthcare quality management, leadership, and human resources management. Dr. Oetjen has numerous peer-reviewed publications and regularly presents his research at academic and practitioner conferences. His research foci are on the long-term care quality, developing tools for healthcare practitioners, and the scholarship of teaching and learning. In addition to his academic experience, Dr. Oetjen served as an Assistant Administrator for a national Skilled Nursing Facility chain and spent 10 years as an operations manager for a major international airline.

In addition to his University service, he is very active within the College of Health and Public Affairs and the Department of Health Management & Informatics. Reid is also active in several national professional organizations, including the Association of University Programs in Health Administration and the Academy of Management. He received his Bachelor of Arts degree from the Pennsylvania State University in 1990, his Master of Science degree from the University of Central Florida in 2002, and his Ph.D. from the University of Central Florida in 2004.

Vice Chair

Keith Koons has been a member of the UCF Music Department faculty since 1990 and currently is Professor of Music, Associate Chair and Graduate Coordinator. His teaching areas include clarinet, woodwind techniques, and chamber music. A native of Maryland, he received his training at the University of North Carolina, Chapel Hill (BME), the Manhattan School of Music (MM in clarinet performance), and the University of Southern California (DMA in clarinet performance).

He has served for many years in the UCF Faculty Senate, and previously served as Secretary for 1993-1995 and 2013-2014.

Dr. Koons has served in leadership positions in the Southern Chapter of the College Music Society, including Secretary/Treasurer and President. He was the founding Chair of the International Clarinet Association Research Presentation Committee, and also served the

Association as Research Coordinator and Library Liaison. He served as ICA President from 2010-2012, and currently serves as Immediate Past President.

Dr. Koons is an experienced performer in orchestra, opera, band, and chamber music, as well as a veteran clinician and recitalist. He has performed as a member of the Arkansas Symphony Orchestra, the opera companies of Orlando, Arkansas, Annapolis, the Aspen Festival Orchestra, and many others. He has performed and lectured at clarinet festivals and academic conferences throughout the United States and Europe, including ICA ClarinetFests in Italy, Chicago, Ohio, Utah, Belgium, Portugal, Texas, Los Angeles and Nebraska. He has performed as Principal Clarinet in the Brevard Symphony Orchestra in Melbourne, FL since 1992, and also performs with the Orlando Philharmonic Orchestra.

Secretary

Thomas Bryer is Associate Professor and director of the Center for Public and Nonprofit Management in the School of Public Administration, College of Health and Public Affairs. He teaches primarily graduate and doctoral courses on cross-sector collaboration, civic engagement, and nonprofit administration. He has received numerous awards while at UCF, including TIP, RIA, SoTL, the university Professional Service Award, college level excellence awards for graduate teaching and research, and he is an inaugural recipient of a Reach for the Stars research award.

Dr. Bryer is widely published in the top journals in his discipline and serves on the editorial board of two of those journals—Public Administration Review and Public Performance and Management Review. He is the author of Higher Education beyond Job Creation: Universities, Citizenship, and Community (Lexington Books, 2014). Dr. Bryer has also delivered keynote talks at international conferences in Chile and the Netherlands, and he is overseeing a new contract with a consortium of Romanian local governments to deliver professional development certifications in public and city management.

He served on the Senate from 2011-2013 representing the School of Public Administration, again in 2013 as acting at-large COHPA Senator, and he is elected to a full term as COHPA at-large Senator beginning in 2014. He has served on graduate appeals committee, graduate curriculum committee, and on the steering committee.

Faculty Senate Meeting
Minutes of
March 27, 2014

Reid Oetjen, chair, called the meeting to order at 4:07 PM. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of February 20, 2014 was made and seconded. The minutes were approved as recorded.

GUESTS

Lyman Brodie, Associate Vice Provost, Faculty Relations
Elliot Vittes, Interim Vice Provost and Dean, Undergraduate Studies
Heidi Watt, Director of Accreditation and Quality Assurance, Academic Affairs
Melody Bowdon, Director, Faculty Center for Teaching and Learning
Lucretia Cooney, Assistant Director, Faculty Relations

ANNOUNCEMENTS

Rich Gause announced that a new resource of e-book databases is available in the Library. Ida Cook announced that a new art exhibit celebrating STEAM was opening this evening.

REPORT OF THE PROVOST

Acting Provost Chase reported that in regards to the upcoming budget, both the Florida House and Senate have performance funding in their respective proposed budgets, but they vary considerably. There is a bill in the legislature about textbook affordability which would pose many restrictions on textbook choices; it looks likely to pass. The university's reaffirmation of accreditation by the Southern Association of Colleges and Schools is due September 2015. Melody Bowdon will head the compliance certification initiative. As part of this process, a new Quality Enhancement Plan (QEP) is needed. A handout about the QEP development process was distributed (see attached). Bowdon and Elliot Vittes will co-chair the committee to develop the QEP. Surveys to faculty will be forthcoming.

OLD BUSINESS

Resolution 2013-2014-3 SoTL Eligibility (from Personnel)

This resolution was considered at the last meeting, but discussion was halted due to lack of a quorum. There was considerable discussion about the definition of the term "faculty." It was noted that the term means different things in different documents. Motion made to amend the resolution by changing the phrase "**UCF Faculty with a full-time 9 or 12 month appointment**" in the last sentence to "**general faculty as defined by the Faculty Constitution**". Motion seconded and carried. The amended resolution passed. The resolution as approved read:

Resolution 2013-2014-3 SoTL Eligibility

Whereas, the SoTL program rewards scholarship of teaching and learning; scholarship that can benefit the university community in many ways; and

Whereas, the first of three eligibility criteria currently requires “full-time 9 or 12 month appointment as an instructor or as a professor, associate professor, or assistant professor”, yet UCF faculty have other titles not on this list (e.g. Associate and Senior Lecturer, Associate and Senior Instructor); and

Whereas, many other full time UCF faculty, such as librarians, can make a substantial contribution to the scholarship of teaching and learning; therefore

Be It Resolved that the restrictive criterion for eligibility to apply for a SoTL award, in Section III.1, to faculty with the title of Instructor, Lecturer, Assistant Professor, Associate Professor or Professor should be removed. This criterion should read: "**all UCF Faculty with a full-time 9 or 12 month appointment general faculty as defined by the Faculty Constitution** are eligible to apply for this award”.

Resolution 2013-2014-4 To Encourage Implementation of the Chronicle of Higher Education Great Colleges to Work For Program (from Personnel)

Robert Wood, Steering Committee liaison to the Personnel Committee, introduced this resolution. During the discussion of this resolution, some faculty mentioned that there are other workplace surveys, and that the one from the Chronicle may not be the best to use. Following that idea, a motion was made to add the phrase "investigate whether to" before the words "join the Great Colleges to Work For program" in the Be It Resolved clause. Motion seconded. Discussion followed. Motion withdrawn. Motion made to amend the resolution as follows:

- In the third Whereas clause, add the words "programs such as" before the words "the Great Colleges to Work For program".
- In the fourth Whereas clause, replace the words "this program" with the words "programs such as the Great Colleges to Work For program".

Motion seconded and carried.

The following changes were offered as friendly amendments:

- In the first Whereas clause, to replace the phrase "aspires to reach Carnegie Foundation Research I status" with the phrase "is classified as a Very High Research Institution by the Carnegie Foundation".
- In the second Whereas clause, replace the word "achieve" with the word "retain".
- In the Be It Resolved clause, add the phrase "that within the next academic year" after the word "urges".

Friendly amendments accepted. The amended resolution was passed. The resolution as approved read:

Resolution 2013-2014-4 To encourage implementation of the Chronicle of Higher Education Great Colleges to Work For program (or similar instrument)

Whereas, the University of Central Florida is classified as a Very High Research Institution by the ~~aspires to reach~~ Carnegie Foundation ~~Research I status~~; and

Whereas, to ~~achieve~~ retain this status the University must strive to attract and retain quality faculty; and

Whereas, [programs such as](#) the Great Colleges to Work For program, sponsored by the Chronicle of Higher Education, provides administrators with an assessment of the quality of the workplace experience and the competitiveness of the University's policies and benefits; and

Whereas, participation in ~~this~~ [programs such as the Great Colleges to Work For program](#) would indicate that the UCF administration is concerned with addressing faculty morale and improving UCF's standing as a "Great College to Work For"; and

Whereas, registering in the program is simple, and the program is free to participate, and provides benchmarking data; therefore

Be It Resolved that the Faculty Senate of the University of Central Florida urges [that within the next academic year](#) the University of Central Florida to join the Great Colleges to Work For program, or another similar instrument to achieve this purpose, and to share the results with the appropriate committees of the Faculty Senate, with the goal of using this information to work with the Faculty Senate in a genuine spirit of shared governance to improve and strengthen the workplace environment at the University of Central Florida.

NEW BUSINESS

Resolution 2013-2014-5 Establishment of an Awards Procedures Review Committee (from Personnel)

There was general agreement that this review committee would be a good idea, and ideally include the three parties of the union, the administration and the Faculty Senate. The resolution was passed. The resolution as approved read:

Resolution 2013-2014-5 Establishment of an Awards Procedures Review Committee

Whereas, the TIP, RIA, and SoTL programs are designed to incentivize and reward excellence in teaching, research, and SoTL areas; and

Whereas, the excellence award and incentive award programs have been established by means of sections 23.5 and 23.6 of the UCF Collective Bargaining Agreement; therefore

Be It Resolved that a committee be formed to examine potential improvements to the application, eligibility criteria, selection, and distribution of excellence awards and incentive award programs, and the possibility of new awards (e.g. for excellence in service).

Resolution 2013-2014-6 Universal Parking Fee Pricing Resolution (from Parking)

In the introduction of this resolution, Oetjen mentioned that Curt Sawyer of Administration and Finance has agreed to reduce the differential between the decal and the hangtag (presently 50%) to 25% without changing the cost of the decal. This would need approval from the Board of Trustees. After years of delay on this issue, several faculty wanted to go on record with this resolution. The resolution passed. The resolution as approved read:

Resolution 2013-2014-6 Universal Parking Fee Pricing

Whereas, the purpose of the Parking Services is to provide adequate parking facilities for students, faculty, and staff; and

Whereas, the hangtag permits the UCF student, faculty, or staff to have the freedom of anonymity off campus for safety reasons, the safety of our students, faculty, and staff should not be compromised by the undue burden of a significantly higher cost; and

Whereas, the purchase of either the hangtag or the decal affords students, faculty, or staff with the exact same benefit, namely the renting of one parking space for the duration of the permit; and

Whereas, the decal creates a problem for families with multiple users and two or more vehicles in terms of which vehicle can be used for commuting to work; and

Whereas, the hangtag would encourage carpooling, thus reducing the parking burden on campus, but a higher price associated with the hangtag discourages carpooling; and

Whereas, a survey of students, staff and faculty indicated strong support for equal hangtag and decal prices across each category; therefore

Be It Resolved, that the Faculty Senate of the University of Central Florida urges the University of Central Florida Administration to equalize the prices for Parking Hangtag and Decal to the lowest possible, budget neutral price, within each user category.

COMMITTEE REPORTS

Undergraduate Council – William Self reported that a meeting to discuss the GEP was coming up.

Graduate Council – Jim Moharam reported that the four committees of the Graduate Council are meeting and taking care of normal business.

Budget and Administrative Committee – No report.

Personnel Committee – Nothing to report beyond the above resolutions.

Parking Advisory Committee – Nothing to report beyond the above resolution.

ADJOURNMENT

The meeting was adjourned at 5:28 p.m.



Quality Enhancement Plan Update
Faculty Senate Meeting
March 27, 2014

As a major component of our reaffirmation of accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), UCF is required to develop a new Quality Enhancement Plan that must be approved by SACSCOC for implementation. The purpose of the Quality Enhancement Plan is to enhance student learning and/or the environment that supports student learning in a well-defined and focused area. Efforts to identify an appropriate QEP topic are underway, and the table below presents a tentative timeline for related activities.

Spring/Summer 2014	<ul style="list-style-type: none">• Establish a QEP development committee with broad campus representation• Announce the QEP reaffirmation component to the UCF community and invite public comment, including recommendations for additional topics
Summer 2014	Develop QEP topic proposals
September 2014	Solicit feedback on QEP topic proposals from university community and external stakeholders
November 2014	Select and announce QEP topic
December 2014	Include relevant programming and activities in Winter Faculty Development Conference
Throughout 2015	Develop and refine QEP for submission to SACSCOC in collaboration with faculty, students, staff, and community members
Six weeks prior to SACSCOC visit	Submit QEP to SACSCOC

Please e-mail questions, suggestions, or ideas to
Melody Bowdon, Director of SACSCOC Reaffirmation: melody@ucf.edu

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