

**Faculty Senate
Steering Committee Meeting
Millican Hall, room 395E
Minutes of April 5, 2018**

William Self, chair, called the meeting to order at 3:59 p.m. The roll was circulated for signatures.

MINUTES

Motion and second to approve the minutes of March 8, 2018. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Kristy McAllister, Information/Publication Services, Academic Affairs

ANNOUNCEMENTS

Thanked Kristine Shrauger, University Libraries and S. Kent Butler, College of Education and Human Performance for serving as interim senators and serving on the Steering Committee during the Spring semester.

Dr. Self will be moderating a campus Safety Forum for faculty, staff, and students on Monday, April 9 in the Cape Florida Ballroom from 10:00 – 11:00 a.m. The panel includes Richard Beary, Chief of the UCF Police Department; Jana Jasinski, Interim Vice Provost for Faculty Excellence; Karen Hofmann, Director of Counseling & Psychological Services; Adrienne Frame, Associate Vice President and Dean of Students.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Introduced Dr. Elizabeth Dooley, vice provost for Teaching and Learning and Dean of the College of Undergraduate Studies as the Interim Provost.

Dr. Dooley indicated that she has been serving as Interim Provost only since Monday afternoon and provided the members with her background in higher education.

Provost Search

The provost search will start soon with the hopes of hiring a new provost between September and December. Dean Johnson will chair the search committee and an outside search firm will be employed. Members voiced concern that the search would occur over the summer. The members requested that the finalist interviews occur after the start of the Fall semester for faculty involvement.

Vice Provost for Faculty Excellence Search

The search committee has three internal applicants. The committee hopes to start interviews next week.

COACHE Survey

The survey has been re-opened for a week to encourage higher participation. A member pointed out that advertising and communication regarding the survey has been scarce to encourage participation. Dr. Dooley will communicate the need to Jana Jasinski, interim vice provost for Faculty Excellence.

UCF Downtown

The official names of the colleges have been announced. The College of Health Professions and Sciences will be located at the Lake Nona campus in the future. A national search will be conducted for the dean. An interim dean will be identified soon.

The College of Community Innovation and Education transition team recommended that an internal founding dean be identified with a review after three years. Conversations are being held with the possible founding dean.

Similarly, the transition team for the Nicholson School of Communication and Media also recommended an internal founding director be identified. A member asked if the founding director would hold two positions or vacate a current position. Dr. Dooley indicated that the founding director would only have one position.

The transition coordinating team distributed surveys to all areas involved to identify an interim dean, founding dean, and founding director. The survey results overwhelmingly indicated specific individuals for the positions.

NEW BUSINESS

Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty and Staff Benefits Committee

This bylaw change was missed on the March Senate agenda and is being brought forward for 30-days notice prior to discussion at the August meeting and possible amendment and vote at the September meeting.

Motion and second made to place the resolution on the April 19, 2018 Senate agenda. No discussion.

Vote: all in favor; amendment passes.

Nomination of Slate of Officers

Keith Koons reported the slate of officers put forward by the Nominating Committee: William Self, Chair; Michelle Kelley, Vice Chair; and Bari Hoffman-Ruddy, Secretary.

Motion and second made to accept the slate of officers for the ballot of the 2018-2019 Faculty Senate.

Vote: all in favor; motion passes.

Dr. Koons thanked Kevin Coffey, Damla Turgut, and Linda Walters for serving on the Nominating Committee.

Call for Topics for Senate Committee Action during 2018-2019

An updated list of the 2017-2018 Topic List was distributed with the agenda. Dr. Self called for topics. Committee members discussed the following topics to be added to the list.

- Faculty that are “out-of-unit” for minor administrative roles are now excluded from awards based on the Collective Bargaining Agreement. This may impact faculty evaluations based on the inability to apply and be selected for an award.
- Excellence and Pegasus Professor awards should be more prestigious than individual accomplishment awards such as TIP, RIA, and SoTL and the financial benefit should be more than a one-time payment.
- The Excellence award in Research is always unfair to the behavioral sciences and arts and humanities. Need a different method of evaluating to ensure fairness across disciplines.
- Faculty involvement in textbook affordability.
- A Faculty Collaborative Commons where faculty can eat, meet, and collaborate.
- Improve the process to get a new degree program approved; less than three years.
- Course Catalog. Inability to quickly respond to student demand; inability to offer a course approved with a course number for the spring due to inability to add the course to the published catalog.
- Improve the speed and efficiency of the Internal Review Board process. Need better department/college review prior to submission, training, and system improvement.
- The system to enter GEP Assessment results needs major improvement. GEP courses are being requested to be Gordon Rule eligible that can't.

University Faculty Senate Comparison

At the February meeting, the committee discussed the possibility of allowing non-tenure track faculty to be elected to the Senate. The instructors and lecturers are included in apportionment, but not allowed to hold a Senate seat. This issue appears on the Topic list as #40. We also have issue #3 for Senate Oversight of Senate elections, and #39 for chairs and vice chairs on operational and curricular committees. We developed a comparison document to look at other institutions to have data on the issues.

Motion and second to form an Ad Hoc Bylaws Committee.

Vote: all in favor; motion passes.

Bill Self, Keith Koons, Bari Hoffman-Ruddy, and Michelle Kelley volunteered.

LIAISON COMMITTEE REPORTS

Budget and Administrative Committee – Bari Hoffman-Ruddy

The last meeting was March 7, 2018. Committee will not meet again until the Fall semester.

Information Technology Committee – Joseph Harrington

Committee did not meet.

Parking, Transportation and Safety Committee – Margaret Ann Zaho

The last meeting was March 5, 2018. Committee will not meet again until the Fall semester.

Personnel Committee – Linda Walters

Committee met March 21, 2018 and discussed all agenda items. The committee has been unable to obtain data from Faculty Excellence on Endowed Chairs for the past two years. Issue remains on the list.

Graduate Council – Jim Moharam

Nothing new to report since the last Senate meeting.

Undergraduate Council – Nina Orlovskaya for Kevin Murphy

The committee did not have a quorum at the March meeting but did discuss a request to drop the GPA for Honors to 3.2. The last meeting is scheduled for next week.

Dr. Self thanked the liaisons and Eric Merriam for serving as Parliamentarian for the year. The group thanked Kevin Coffey for serving as Secretary.

OTHER BUSINESS

Dr. Koons reminded the members that UCF Celebrates the Arts starts April 6 for eight days at the Dr. Phillips Center.

ADJOURNMENT

Motion to adjourn made and seconded. The committee adjourned at 5:02 p.m.

1 **Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty**
2 **Staff & Benefits Committee Membership**

3
4 **Whereas**, the Faculty & Staff Benefits Committee makes recommendations on policies and programs
5 and other benefits and services provided faculty and staff; and
6

7 **Whereas**, the current membership includes a faculty member from each academic unit, seven USPS staff
8 members, and one retired faculty member and one retired staff member of the UCF Retirement
9 Association; and
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11 **Whereas**, the Faculty & Staff Benefits Committee recommends modifying the committee membership
12 to include an A&P employee to enable their input to discussion and decisions; therefore
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14 **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:
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16 Faculty and Staff Benefits Committee

17 2. Membership

18 The committee shall consist of one faculty member from each academic unit, selected by the
19 Committee on Committees, seven staff members selected by the USPS Staff Council, one A&P
20 employee selected by the Associate Vice President & Chief Human Resources Officer, and two
21 members from the Retiree's Association (one retired faculty and one retired staff) nominated by
22 the president of the UCF Retirement Association. ~~The A~~ benefits coordinator representative
23 from the Office of Human Resources and the Associate Vice President & Chief Human Resources
24 Officer (or designee) director of Human Resources shall serve as ex officio members. The chair is
25 appointed annually by the Associate Vice President & Chief Human Resources Officer ~~director of~~
26 Human Resources from the faculty members of the committee. Terms of service shall be two
27 years, staggered.

Approved by the Faculty Senate Steering Committee on April 5, 2018.