

MEMORANDUM

Date: March 30, 2017
TO: Members of the Steering Committee
FROM: Keith Koons
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on April 6, 2017**

Meeting Date: Thursday, April 6, 2017
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: Student Union Pensacola Board room 222

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of *March 9, 2017***
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
 - None
7. **New Business**
 - Nomination of slate of officers
 - Call for topics for Senate committee action during 2017-2018
8. **Liaison Committee Reports**
 - Budget and Administrative Committee – *Nina Orlovskaya*
 - Parking Advisory Committee – *Bari Hoffman-Ruddy*
 - Personnel Committee – *Linda Walters*
 - Graduate Council – *Jim Moharam*
 - Undergraduate Council – *Kelly Allred*
9. **Other Business**
 - None
10. **Adjournment**

Faculty Senate
Steering Committee Meeting
Minutes of **March 9, 2017**

Keith Koons, chair, called the meeting to order at 4:06 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of February 9, 2017 was made and seconded. A motion was made to amend page five of the minutes for the Parking Advisory Committee report to change “115 student” in the fourth sentence to “115 faculty.” A motion was made to change the word “accepting” to “accept” in the second paragraph on page five under the heading Discuss Provost’s response to Resolution 2016-2017-10. The minutes were approved as amended.

RECOGNITION OF GUESTS

Lucretia Cooney, Associate Director of Faculty Excellence

ANNOUNCEMENTS

March 30 marks the last Senate meeting for 2016-2017.

OLD BUSINESS

None.

REPORT OF THE PROVOST

The provost is in route from Austin, Texas after attending the South by Southwest (SXSW) conference. Reporting for the provost is Ronnie Korosec.

New Educational Sites

UCF is in the process of adding Valencia College East and the Valencia College School of Public Safety as two new instructional sites for UCF Criminal Justice students. The School of Public Safety serves as the primary site for law enforcement training, education, and ongoing certification. It is one of three certified training facilities in the State of Florida. The addition of the instructional sites gives UCF students unique access to these specialized facilities and avoids replicating the same facilities on the UCF campus. Some criminal justice courses may be held at the Valencia East campus based on availability, with oversight by the UCF Regional Campus administration. The next step includes informing the UCF Board of Trustees on March 16 followed by a prospectus and the pre-approval process through the Southern Association of Colleges commission. Initial course offerings are planned for the Spring 2018 semester. If you have any questions, contact Heidi Watt or Paige Borden.

United States Travel Ban

On March 6, the President of the United States issued a revised immigration executive order banning immigration from Iran, Libya, Somalia, Sudan, and Syria for 90 days. Nationals of Iraq are not subject to the ban. The order goes into effect at 12:01 a.m.

(Eastern Time) on March 16. UCF Global is working to identify any students, staff, or faculty that will be impacted and working with the UCF immigration attorney. See <https://www.international.ucf.edu/immigrationupdates/> for updated information.

U.S. Citizenship and Immigration Services is temporarily (up to six months) suspending premium processing of H-1B petition filings for non-immigrant visas beginning April 3. This processing allows employers to receive an approved H-1B within 15 days where normal processing can take up to nine or ten months. UCF hiring departments are being urged to refrain from filing any new H-1B petitions with a start date before the Spring 2018 semester. For questions or concerns, contact UCF Global.

Question: Wasn't it six countries banned, including Yemen?

Answer: We have five countries based on the marketing and communication team. I will check and get back to you.

Question: We are in the process of hiring a faculty member right now that we can't start by the Fall deadline. Is it possible to have them start in the Fall semester to focus on research?

Answer: It's possible depending on the processing of the paperwork. Ronnie will look into the possibility with Cynthia Young's team.

Comment: Applicants for the Center for Success of Women Faculty summer conference is increasing, but the funding is not increasing based on the increase in new faculty. As an example, we have 34 applicants for the track "Invest in Yourself", yet the budget will only support 22. Everyone should be able to receive professional development. We were already denied a request for additional funding and asked to select the best candidates.

Question: We would hope and expect that funding would increase as the number of faculty increases. Can Ronnie communicate the need to the provost?

Answer: Ronnie commented that the official method to ask for additional funding is through the Exceptional Funding Request that goes through the chain of command.

Question: The committee requested Ronnie Korosec talk to the provost and look at faculty related programs with fixed budgets and make sure the funding isn't flat and that the funding is relative to the number of faculty.

NEW BUSINESS

Resolution 2016-2017-18 Abbreviated Cumulative Progress Evaluation (CPE)

Requirement for Promotion to Full Professor

William Self introduced the resolution. The previous resolution 2016-2017-15 was tabled at the January Steering Committee meeting. The previous version has been updated with details. Although everyone has the option of having a CPE prior to applying for promotion to full professor, most don't. It's better for faculty to receive feedback in a formal process versus individual conversations.

Motion and second made to place the resolution on the March 30 Senate agenda. Resolution is open for discussion. Ronnie Korosec noted that this is a bargained issue and not open until the next full book negotiations start next year.

Question: There are a lot of politics that happen at the department level that this process won't reflect. What is the real need for this?

Answer: Many Associate Professors don't know how to position themselves for promotion. They get periodic advice from different individuals in an anecdotal or half-hazard way. According to the COACHE survey results, Assistant Professors were happy with the feedback regarding progress toward tenure. The path for Associate Professors was ranked very poorly.

Discussion continued regarding timing of the abbreviated CPE, workload burden, and the pros and cons. It was decided to deliberate and possibly amend the resolution at the Senate meeting.

Motion and second to place the resolution on the Senate agenda for March 30, 2017.

Vote: All in favor; motion passes.

Resolution 2016-2017-19 Opposition to Replacement of Foreign Language Classes by Computer Coding in Florida High Schools

Keith Koons introduced the resolution. This issue was communicated from a fellow Faculty Senate chair from the University of South Florida regarding a potential bill in the legislature to replace foreign language classes with computer coding classes. It's not our intention to address every legislative bill in the Florida legislature. However, if this bill impacts the university we don't want to lose the opportunity to voice concern or opposition.

Motion and second made to place the resolution on the March 30 Senate agenda. Resolution is open for discussion. Some wondered how a change to the high school requirements impacted UCF. Others commented that although you are not required to complete two years of foreign language to be admitted to UCF, students must complete two years in order to graduate and could potentially drive university requirement changes in the future. Other comments made indicating that the change would benefit those high school students that do not intend to pursue college. Additional comments regarding the impact on out of state students and the potential for reduced foreign language offerings in high schools.

Motion and second to place the resolution on the Senate agenda for March 30, 2017.

Vote: All in favor; motion passes. The resolution will be sent to the other Faculty Senate chairs as information.

Appointment of the Nominating Committee

Annual committee formed to present the slate of officers for the 2017-2018 Senate. The committee is chaired by the Senate past chair and two or three additional Steering committee members. Linda Walters, Damla Turgut, and Bari Hoffman Ruddy volunteered to serve.

College Election for Faculty Senate Seats

College of Arts & Humanities and the College of Engineering and Computer Science are late with the annual election results. If this gets to be a severe problem, we could take over the elections and have the Senate oversee and conduct the elections. Brief discussion ensued. Committee agreed to bring up again next year.

LIAISON COMMITTEE REPORTS

Budget and Administrative – Nina Orlovskaya

The committee discussed the Tuition Waiver Program. There is a possibility to improve the process for registering for the courses. Advisers and schedulers are able to increase the cap based on available seats in the room to allow additional faculty requests. Most faculty are unaware of the possibility and would be helpful for each college to communicate the possibility. The committee is still discussing improving the form and allowing more class options (5 courses instead of 3) which would reduce the number of times the form is re-submitted. Liz Klonoff made a presentation to the committee regarding improving the relationship between a principal investigator and the Office of Research. Dr. Klonoff also discussed reducing the administrative burden as a result of increased compliance. Committee members expressed interest in joining the Facilities and Budget working group. Christine Tant indicated the committee has been formed and a representative from the committee can attend a future meeting.

Parking Advisory Committee – Bari Hoffman Ruddy

Committee met February 27. Montel Watson attended the meeting regarding safety issues surrounding Garage C. The committee will be discussing the inability for faculty or staff getting a second appeal for a parking citation. The students are allowed two appeals. The committee was informed that the issue would have to go to the University Parking and Transportation committee. Comment made that the Parking availability mobile application is great until it shows no available parking in the garages mid-morning. The lack of parking was brought up at the January meeting. UCF can't build the current garages higher due to the type of foundation used. There are other lots (near President's house) that are under-utilized.

The committee has been experiencing several technology issues in connecting remote faculty. Some suggested Adobe Connect (fee) or a cellphone. The committee can use a different room with better technology. This will become a bigger issue once faculty move downtown. Next year the Senate Information Technology Committee will be formed and would be appropriate to address the technology issue.

Personnel Committee –Linda Walters

Committee met yesterday. Long discussion regarding pay raises, angst regarding salary compression issues, and the lack of any indication of it being resolved or being a priority. Also discussed TIP, RIA, SoTL versus merit pay. The gender salary study is still expected mid-March and will include ethnicity. Data being used is from 2006-2016 and doesn't include faculty that left during that timeframe. Committee is still awaiting information regarding Endowed Chairs.

Graduate Council – Jim Moharam

All committees continue to meet and complete normal business. Discussing and looking for a progress evaluation for doctoral students. Some units already evaluate a students' progress and others don't. This impacts retention and can help drive part-time students to complete their degree. The issue was passed to the Associate Deans for review and to identify any other possible issues. There is a mechanism to review Graduate Teaching Assistants.

Dr. Koons thanked Jim Moharam for agreeing to chair the Graduate Council for the rest of the semester as a result of the previous chair needing to step-down.

Undergraduate Council – Kelly Allred

The Policy and Curriculum Committee met February 14. Kim Schneider discussed the Signature Experience project. Dr. Dooley gave the committee the repeat grade policy. Dr. Koons asked if any of the committee members were upset regarding how the policy was decided. The committee starting discussing the issue last year until Dr. Dooley asked the committee to table the issue. The issue was brought up again on the agenda this year, however Dr. Dooley indicated that administration would be making the decision. Committees continue to meet and complete normal business.

OTHER BUSINESS

We will hear the report of the Nominating Committee at the last meeting for the 2017-2018 Steering Committee on April 6.

ADJOURNMENT

Motion to adjourn made and seconded. The committee adjourned at 5:30 p.m.