

Faculty Senate Personnel Committee

Wednesday, December 05, 2018

11:30 am – 12:30 pm

Location: Millican Hall room 395E

AGENDA

- 1) Call to order
- 2) Roll Call
- 3) Selection of minutes taker for the meeting
- 4) Review and approval of minutes of November 7, 2018 meeting
- 5) Announcements and recognition of guests
- 6) New business-
 - a. Non-Tenure Track faculty promotion discussion: Steve King
Handouts 15-19
 - b. COACHE survey discussion: Jana Jasinski
- 7) Old Business
 - a. Awards for out of unit faculty update: Steve King
 - b. Program Review update: Steve King
 - c. Payment structure for awards discussion: subcommittee
Karol Lucken & Scott Carter
Handout 20
 - d. Faculty Retention discussion: Jana Jasinski
- 8) Other topics
- 9) Adjournment

Faculty Senate Personnel Committee

Meeting Minutes

Wednesday, November 7, 2018

11:30 am – 12:30 pm

Location: Millican Hall Room 395-E

Call to Order: 11:30

Present: Stephen King (chair), J. Scott Carter, Yoon Choi, Kendall Cortelyou-Ward, Robert Folger, Muyunghie Kim, Jonathan Knuckey, Karol Lucken, Michael Proctor, Alfons Schulte, Blake Scott, Kelly Semrad, Vladimir Solonari, Martine Vanryckeghem, Linda Walters, Romain Gaume, John Venecek,

Guests: Lucretia Cooney (Faculty Excellence)

- 1) Note taker volunteered- Karol Lucken
- 2) Review Minutes of Previous Meeting- Minutes amended in Section 3a, changing the language of "...taking up the issue of promotion for *out-of-unit* faculty" to read "*non-tenure track* faculty." Minutes subsequently approved.
- 3) Announcements:
 - a. None
 - b. Guests Recognized
- 4) New Business/Topics for Discussion:
 - a. **Summer Work Assignments Outside of Paid Work Time**

Data was presented by Michael Proctor (from a working group of Michael Proctor and Nora Warshawsky) on the problem of uncompensated summer work. Considerable discussion was devoted to thesis/dissertation work and other service performed in the summer that is not compensated or included in FTEs. It was also noted that, in some colleges, summer workloads or productivity in general are excluded from FTE, AESP and annual evaluations. Clarification on the university policy on compensation for thesis/dissertation hours was requested of Faculty Excellence. Lucretia Cooney noted that some of this may be a problem of departmental [non] compliance with university policy. The matter will be forwarded to Dr. Jasinski. A subcommittee was also established to delve more deeply into the summer work problem. Members consist of Blake Scott, Kelly Semrad, and Michael Proctor.

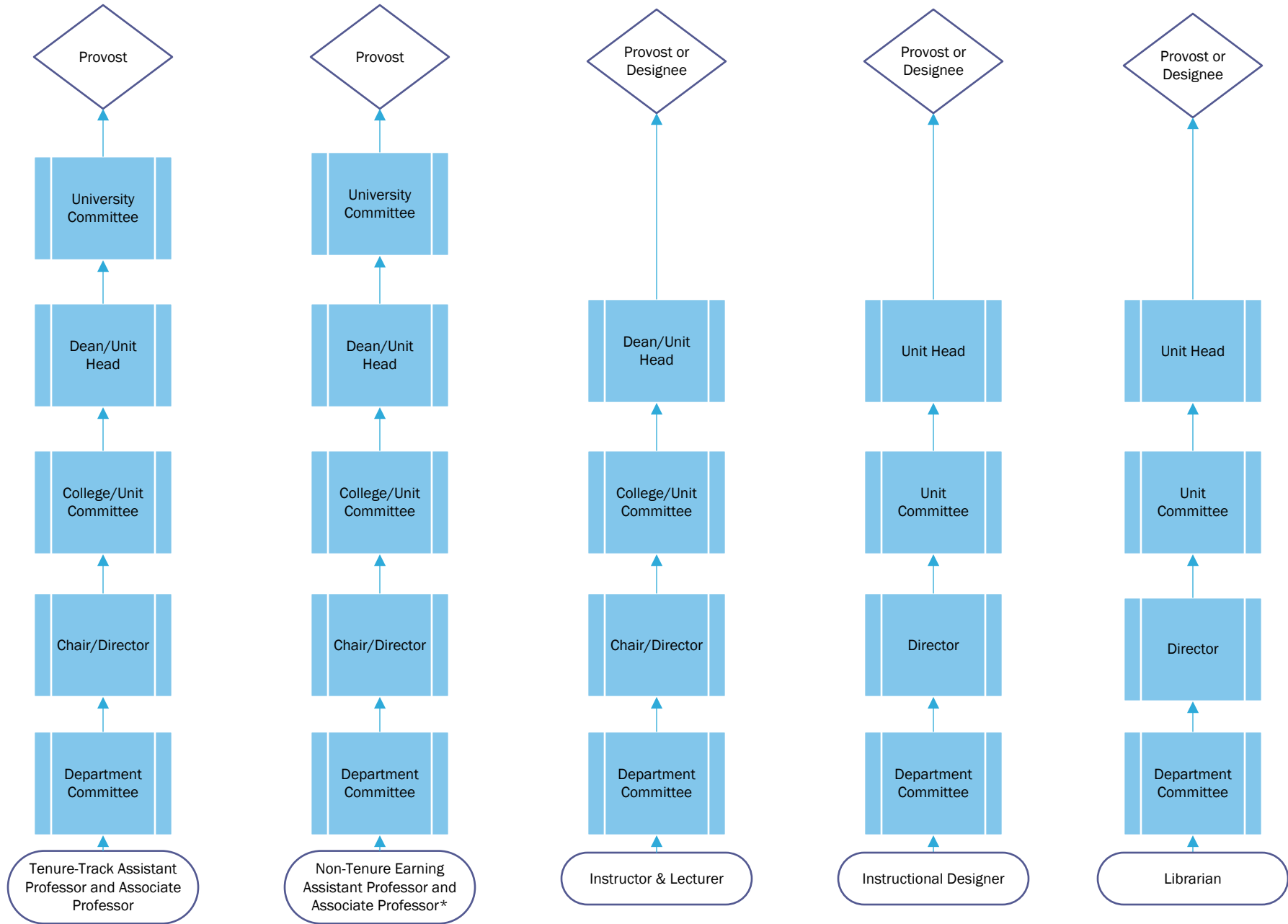
The recent issue of misappropriated funds and non-compensation of faculty and students during that time due to a supposed lack of operational funds was determined to be outside the scope of this committee.
 - b. **Travel Policy**

Dr. Solonari revisited inconsistencies in travel policies across departments and colleges and would like clarification on justification for travel, travel payment procedures, and university policy. It was noted that some departments pay for travel arrangements in advance (e.g., hotel, airfare), while other departments require the faculty member to incur the expense up front, followed by later reimbursement upon presentation of receipts. It was also noted that some departments issue P-cards, however, it was suggested that this occurred in the context of grants or other external resources. Dr. Folger proposed that committee members forward their individual concerns about travel policy to Dr. Solonari to enable a complete summary of issues to consider and/or forward.
- 5) Returning Topics Updates

- a.** Joint Appointments. Steve King presented information from Faculty Excellence that found there were few 50/50 appointments and of those, there are no in/out unit appointments. The current in/out of unit appointments are of 51/49 status appointments. This means that there is no issue in how to determine ultimate faculty status as it simply corresponds to the in/out of unit status of the 51% (or higher) appointment. This issue is resolved as far as the Personnel committee is concerned.
- b.** Telecommuting Policy. Steering Committee will examine how best to share information about current policy.
- c.** Reward & Accountability for Service. Steering committee is considering whether to use faculty senate as a test case for plan development.
- d.** Evaluation of Endowed Chairs/Procedure for Renewal. A subcommittee of Steve King, Blake Scott, Robert Folger, and Yoon Choi presented draft procedure for the renewal of endowed/named chairs/professorships. Some language was amended in the evaluation document and work continues through combined efforts of Faculty Excellence and Blake Scott.

6) Other topics Emeritus policy update. Last year's Resolution 2017-2018-13 provides guidance for a new emeritus policy. However, the actual policy based on the Resolution has not been completed by the Provost's office. So faculty going up for emeritus will likely utilize the current policy, and not the policy with proposed updates. Clarifications were made that chairs cannot develop policy for emeritus that is in conflict with current UCF-wide emeritus policy.

Promotion and Tenure Pathways
2018-19



*Includes, Regular, Multi-year, Clinical, Research and Medical Librarians

Promotion and Tenure

University Committee Recommendations Differing from Provost

	University Committee YES. Provost NO.	University Committee NO. Provost YES.
2016-17		
TTE Promotion to Associate		
TTE Promotion to Full		3
Tenure Only		
NTE Promotion to Associate		
NTE Promotion to Full		
Total 2016-17	0	3
2015-16		
TTE Promotion to Associate		1
TTE Promotion to Full	2	1
Tenure Only		
NTE Promotion to Associate		
NTE Promotion to Full		
Total 2015-16	2	2
2014-15		
TTE Promotion to Associate		
TTE Promotion to Full	1	4
Tenure Only		
NTE Promotion to Associate		
NTE Promotion to Full		
Total 2014-15	1	4
2013-14		
TTE Promotion to Associate		
TTE Promotion to Full		3
Tenure Only		
NTE Promotion to Associate		
NTE Promotion to Full		
Total 2013-14	0	3
TOTAL - Last 4 Years	6	21

Year	Total Applications**	Total Non-Tenure Earning	Unanimous Positive	% Unanimous Positive
2016-17	79	12	41	52%
2015-16	42	4	24	57%
2014-15	33	3	19	58%
2013-14	35	2	20	57%

Average

26

55.94%

*Not including chair/dean votes

**Includes Non-Tenure Earning

1 **Resolution 2017-2018-X Faculty Senate Bylaw Change, Joint Committees and Councils**

2
3 **Whereas**, Faculty Senate Resolution 2011-2012-2 is unclear and has not been consistently interpreted
4 or followed (e.g., has not resulted in non-tenure earning University Promotion and Tenure Committee
5 representatives from all colleges forwarding applications by non-tenure earning assistant and associate
6 professors); and

7
8 **Whereas**, the University Promotion and Tenure Committee has reported that it feels ill equipped, in its
9 current configuration, to evaluate applications by non-tenure earning assistant and associate
10 professors; and

11
12 **Whereas**, removing non-tenure earning applications (12 out of 79 applications in 2016-2017) by
13 assistant and associate professors from the University Promotion and Tenure committee’s caseload
14 would contribute to making this caseload manageable;

15
16 **Be it resolved** that, beginning in the 2018-2019 promotion and tenure cycle, all non-tenure earning
17 promotion applications by assistant and associate professors will bypass this committee and be
18 forwarded directly from the Dean’s review to the Provost unless and until the Faculty Senate develops
19 a new, clearer bylaw about how non-tenure earning faculty should be evaluated by a university level
20 committee; and

21
22 **Be it further resolved** that the *Bylaws of the Faculty Constitution* be amended as follows, and the full
23 Faculty Senate will consider a revised version of Resolution 2011-2012-2 Modification of the
24 Membership of the University Promotion and Tenure Committee:

25
26 Section VIII. Joint Committees and Councils
27 O. University Promotion and Tenure Committee

28
29 ~~2b. Committee membership for review of non-tenure-earning ranked faculty, clinicians and~~
30 ~~researchers for promotion:~~

31
32 ~~Whenever a non-tenure-earning faculty member, clinician or researcher, hereafter referred to as non-~~
33 ~~tenure-earning faculty, is a candidate for promotion, the University Promotion and Tenure committee,~~
34 ~~as constituted in part P2A, shall be augmented by the addition of non-tenure-earning faculty who hold~~
35 ~~a rank higher than those faculty who are being reviewed. The role of additional committee members is~~
36 ~~limited to the review and evaluation of non-tenure-earning promotion candidates. Non-tenure-earning~~
37 ~~faculty shall not comprise more than one-third of the augmented total University Promotion and~~
38 ~~Tenure Committee membership. The non-tenure-earning committee members from each college that~~
39 ~~has non-tenure-earning faculty are to be elected at large by the non-tenure-earning faculty of that~~
40 ~~college. If there are fewer than ten non-tenure-earning faculty in the college, the tenured and tenure-~~
41 ~~earning faculty will also vote. Each additional member shall be an active teacher, clinician, or~~
42 ~~researcher within his/her particular field. No member of the committee may be a member of any~~
43 ~~college or department/school promotion and tenure committee. Also exempted from service are~~
44 ~~faculty who served on the committee within the last two years, unless a college has only one eligible~~
45 ~~professor, and those who are candidates for promotion unless otherwise specified in UCF Regulation~~
46 ~~3.0175. Terms of service shall be two years, staggered.~~

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5 representatives from all colleges forwarding applications by non-tenure earning assistant and associate
6 professors); and

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8 **Whereas**, the University Promotion and Tenure Committee has reported that it feels ill equipped, in its
9 current configuration, to evaluate applications by non-tenure earning assistant and associate
10 professors; therefore

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24
25 2b. Committee members for review of non-tenure-earning ranked faculty, clinicians and researchers
26 for promotion:

27
28 Any time a college has a non-tenure-earning ranked faculty member as a candidate for promotion, it
29 shall elect an additional member of the University Promotion and Tenure committee, as constituted in
30 part 2PA. Elected at large by the non-tenure-earning faculty of that college, this representative must be
31 a non-tenure-earning professor who additionally meets all other requirements in UCF Regulation
32 3.0175. In addition, this representative will review and vote on only the non-tenure-earning candidates
33 before the committee, while the tenured professor serving as that college’s representative will review
34 and vote on only the tenure-earning and tenured candidates. If more than one college has a non-
35 tenure-earning representative on the university committee, then all such committee representatives
36 will review and vote on all non-tenure-earning candidates but no tenure-line candidates. However,
37 non-tenure-learning representatives on the university committees shall not comprise more than one
38 third of the university committee’s vote for any single candidate, whether non-tenure-earning or
39 tenure-line.

40
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**FACULTY SENATE PERSONNEL COMMITTEE
SUBCOMMITTEE ON TIP, RIA, & SOTL AWARD STRUCTURE**

QUESTIONS

1. How many awards (TIP, RIA, SOTL) will be available in 2018/2019?
 - a. **55 TIP**
 - b. **55 RIA**
 - c. **5 SOTL**
2. What is the 1-time payout for 115 awards? **\$575,000**
3. What is the total payout over 5 years for the 2018/19 cohort alone? **\$2.9 million**
4. What is the cumulative effect of just 3 cohorts (115 x 3) over 5 years (345 x 5k x 5)? **\$8.6 million**
5. How does this budget allocation compare to budgeting for merit and cost of living increases?
6. Are the results and rankings of the applicant files available to faculty?
7. Why did other Florida universities get rid of these awards?

INFORMATION & ISSUES TO CONSIDER

1. TIP & SOTL require a minimum of 4 continuous years in residence to be eligible.
2. RIA requires a minimum of 5 continuous years in residence to be eligible.
3. The School of Teaching, Learning & Leadership is in the College of Education (now CCIE) and is basically a home base for SOTL.
4. In 2017, a total of 13 SOTL awards were given and distributed as follows:
 - a. 1 in Engineering & C.S.
 - b. 1 in COHPA
 - c. 1 in COM
 - d. 3 in CAH
 - e. 7 in COE (53% of all awards)—3 of the 7 (43%) were in SOTL Department
5. Can reapply every 5 years for awards.
6. Can apply for more than one in a given year.
7. Awards are under the Salary section of CBA, raising the issue of awards really being a matter of a salary increase and not an award. This, in turn, raises the question of salary increases effectively being under the discretion and purview of faculty peers and/or those of lower rank and not administrators.
8. How often, if at all, do administrators depart from the recommendation of the committee?
9. Awards often used to exponentially boost T & P salary increase.

POSSIBLE SOLUTIONS

1. Eliminate TIP, RIA, SOTL
2. Eliminate some awards and modify terms of awards
 - a. Eliminate SOTL award.
 - b. Implement as a true award (1-time payment) not a salary increase.
 - c. Establish a consistent minimum time-in-residence requirement across awards (i.e., 5 years)
 - d. Create a more open and transparent assessment process, whereby all file rankings and assessments are made available to applicants.
 - e. Limit faculty to 1 award application per year.