

Budget & Administrative Committee

A G E N D A

Meeting Date: **December 6, 2017**

Meeting Time: 2:30 – 3:30 PM

Meeting Location: The College of Sciences, dean's conference room 221

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes of November 1, 2017**
- 4. Announcements and Recognition of Guests**
- 5. Old Business**
 - Need for teaching assistants and support staff issue
 - Insufficient funding for faculty travel program.
- 6. New Business**
 - Tuition Waiver Program
 - Possible use of Skype for Business
- 7. Adjournment**

**UCF Faculty Senate
Budget and Administrative Committee**

**Minutes of November 1, 2017
College of Sciences, dean's conference room 221**

Kiminobu Sugaya, chair, called the meeting to order at 2:36 p.m.

ATENDEES

Lienan An (CECS), Tina Buck (LIB), Melissa Dodd (COS), Murat Kizildag (RCHM), Dmitry Kolpashchikov (COS), Jacqueline LaManna (CON), Laszlo Marosi (CAH), Nina Orlovskaya (CECS), Obi Nwakanma (CAH), Kiminobu Sugaya (COM), Xin Yan (COS), Timothy Bottorff (LIB), Lynda Dennis (CBA), Romain Gaume (CREOL), Anthony Kong (COHPA), Tracy Clark (Office of the Provost), William Merk (Administration and Finance)

ABSENT

Thomas Cox (CEDHP), Glenda Gunter (CEDHP), Bari Hoffman Ruddy (COHPA), Ann Miller (COS), Timothy Ravich (COHPA), Keri Watson (CAH), Linda Dennis (COB)

MINUTES

A motion to approve the minutes of October 4, 2017 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Jennifer Parham
Assistant Dean
Graduate Funding, Professional Development, and Scholarship
College of Graduate Studies

OLD BUSINESS

[Need for Teaching Assistants and Support Staff](#)

Kimi Sugaya introduced the guest, Jennifer Parham from College of Graduate Study. Tracy Clark explained the chart showing numbers of graduate assistants and faculty in the each college. She expressed her impression that the numbers of graduate assistants are larger than expected.

Jennifer Parham explained different categories of graduate assistants and how the college of Graduate Study has been matching the cost for the graduate assistants though they do not provide stipend for GRA. UCF provides in-state tuition to the out-of-state graduate students and wave the tuition for in-state graduate students when they serve as GA. For GTA, all the allocation of the budget should be decided by the college. Thus, the numbers of GAs are depend on the college. She also explained the new post-doctoral program to increase the number of post docs and also the support for the research. They has new doctoral research support program as well. They also provide significant level of travel support (\$300-500) to the students with total budget of \$250,000.

Nina Orlovskaya questioned about the numbers of GTAs do not increase according to the increased numbers of faculty and students in the class.

Jennifer Parham answered that the budget for GTA allocation to the each department should be decided by the college. If new graduate program make increase in the number of students then the college of Graduate Study will support.

Kimi Sugaya pointed out that we have quite number of GA except 2 colleges, Nursing Hospitality. Jacqueline LaManna and Murat Kizildag representing those colleges explained their special situations, which they have more hands on education program to their graduate students and the GA is supported by different systems.

Laszlo Marosi asked what kind of support is available to the foreign graduate student. Jennifer Parham answered that the out-state student's benefit such as reduction of tuition to the in-state level and college support based on those students serving as a GTA. Tracy Clark also suggested contacting the office of International Studies to seek additional support.

Kimi Sugaya asked about the budget increase in the past 10 years because the number of GA has not been changed much while we have much more student population now. Tracy Clark explained the budget increase by the waver and reduction of tuition and addition of support for the health insurance. She also mentioned effects of the budget crisis.

Insufficient Funding for Faculty Travel

Kimi Sugaya mentioned that faculty travel support budget (\$32,000) is much less than the travel support for the students (\$250,000).

Tracy Clark explained the possible rout to increase the faculty travel fund. He suggested the continuous discussion of this issue.

NEW BUSINESS

None

ADJOURNMENT

The meeting adjourned at 3:31 p.m.