

MEMORANDUM

Date: February 12, 2015
TO: All Faculty Senate Members
FROM: Reid Oetjen
Chair, Faculty Senate
SUBJECT: Faculty Senate Meeting on February 19, 2015

Meeting Date: Thursday, February 19, 2015
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 *January 22, 2015***
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
None.
7. **New Business**
 - Office of Diversity and Inclusion Update – *Karen Morrison*
 - Resolution 2014-2015-2 Parental Leave Policy and Procedures for UCF Faculty Birth/Adoption
8. **Committee Reports**
 - Budget and Administrative Committee – *Joseph Harrington*
 - Personnel Committee – *Ana Leon*
 - Parking Advisory Committee – *Amit Joshi*
 - Undergraduate Council – *William Self*
 - Graduate Council – *Annette Khaled*
9. **Other Business**
10. **Adjournment**

Faculty Senate Committee Meeting

Minutes of
January 22, 2015

Reid Oetjen, chair, called the meeting to order at 4:10pm. The roll was circulated for signatures.

MINUTES

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

RECOGNITION OF GUESTS

Jennifer Sumner, Director Special Projects, Regional Campuses
Christine Dellert, Senior Director of Internal Communications, Communications and Marketing
Lyman Brodie, Associate Vice Provost, Faculty Relations
Ross Hinkle, Vice Provost and Dean College of Graduate Studies
Weston Bayes, Student Body President

ANNOUNCEMENTS

Welcomed Stephen Kuebler, College of Sciences, Chemistry. Dr. Kuebler replaces Kevin Belfield as a senator for the spring semester. Requested a volunteer senator to serve on the University Master Planning committee for the spring semester, also replacing Kevin Belfield. Ida Cook provided an overview of the committee. Richard Harrison, volunteered.

REPORT OF THE PROVOST

Provost Whittaker was unable to attend the meeting due to the Board of Governors meeting in Jacksonville. Ronnie Korosec provided the Provost update after new business was presented.

Downtown Campus

Last Friday, 53 people convened downtown for an all-day retreat at the UCF Center for Emerging Media, adjacent to Creative Village site. Programs being considered for moving downtown made presentations about their programs. The Provost and Rick Schell, on behalf of the President were in attendance. At the meeting on January 23, the committee will discuss the programs and units in more detail. All meeting dates and times are online and are open for attendance.

Last week there was a Parramore community bus tour and included visits to multiple sites and with community stakeholders. It was a day of community immersion. See <http://www.ucf.edu/UCFdowntown/>.

Christine Dellert provided an update on the Board of Governors meeting held in Jacksonville. The Facilities Committee expressed support for the downtown campus. The next BOG meeting is February 19, and the downtown campus will be on the agenda again, including the results of an economic impact study. Orlando Sentinel ran a supportive editorial on the project and partnership with City of Orlando, Valencia College, and the Orange County Public Schools.

There will be an announcement on Saturday in relation to key community partners, site of the new K-8 community school in Parramore, Orange County Public Schools, and Harris Rosen.

Faculty Cluster Initiative

The program driven by faculty, encourages faculty to find interdisciplinary research partners, which will form the basis of approximately half of faculty hires in the next hiring cycle. The hires must be: innovative and relevant at the local, national, or international level; fill an important gap in existing programs; and must build upon institutional strengths. See the provost website for more information and answers to frequently asked questions.

Question: Has there been discussion of risk to junior faculty who might not get credit for promotion and tenure for publishing outside their discipline? We are aware of the concern and are having discussions. Christopher Parkinson and Manoj Chopra will be invited to the February 5 Steering committee meeting to address questions prior to bringing to the Senate.

OLD BUSINESS

There is no old business.

NEW BUSINESS

Foundation Excellence Update (FoE)—Jennifer Sumner

FoE is a University-wide study of transfer policies, practices, and procedures, to result in a recommended action plan for institutional improvements leading to higher levels of transfer-student academic success, learning, satisfaction, and graduation. Surveys have been distributed for faculty-staff and students; current response is 463 faculty/staff and 7,549 students. Surveys are accessible for the next several weeks. Senators are reminded to ask their colleagues to complete the survey. Survey data will be used by committees to develop recommendations for improving transfer student policies, practices, and procedures. Results will be available to everyone and be available sometime in the summer. Go to <http://provost.ucf.edu/foe/> for other information.

COACHE Survey

Reid Oetjen mentioned the COACHE faculty-staff survey starts February 9. Faculty will be asked to complete the in-depth survey. It will take 25-30 minutes to complete. No administrators are part of this survey. The survey link will be emailed from Harvard, the survey administrator. Lyman Brodie mentioned the survey will go out to 769 tenure track and tenured faculty and 456 instructors and lecturers. No position above chair will be taking the survey.

Authorize UCF Faculty Senate Chair to oppose Florida House of Representatives HB 4005 and identical Senate Bill SB 176

Statement of opposition was distributed at the beginning of the meeting. There is an identical bill introduced in both chambers that will remove the prohibition of carrying concealed weapons and firearms on college and university campuses. The implication is that anyone who comes on campus can carry a firearm. Chiefs of police, university presidents, and student representatives are all against this.

Faculty can personally write Senator David Simmons, chair of the Rules committee and Rich Workman House Rules chairman. You can't lobby this issue on university time and using university resources (i.e., letterhead, computers, or formal title). Brief discussion followed. Weston Bayes, Student Body President communicated that the students oppose the bills. The opposition statement authorizes the chair to work through the Advisory Council of Faculty Senates (ACFS) on the issue. Robert Wood voiced strong support of the opposition statement. He experienced such tragedy on a campus in the 2002.

UCF Faculty Senate Opposition to Concealed Weapons or Firearms on State University System Campuses and/or Facilities

Whereas, the Faculty Senate of the University of Central Florida is concerned about the safety and welfare of students, faculty, staff, and visitors to State University System campuses and/or facilities; and

Whereas, even in an active shooter situation, the Faculty Senate believes concealed weapons or firearms on campuses will make a dangerous situation more dangerous; and

Whereas, the Faculty Senate of the University of Central Florida opposes any legislation that would allow any individual other than sworn law enforcement to carry concealed weapons or firearms on any State University System campuses and/or facilities; therefore,

Be it Resolved that the Faculty Senate of the University of Central Florida authorizes the Chair of the Faculty Senate to represent this opposition in an effort to stop legislation that enables individuals to carry concealed weapons or firearms on State University System campuses and/or facilities.

Reid Oetjen asked for any suggested changes. None. Motion to approve the opposition statement was made and seconded. Statement passes.

Other Business

Update on textbook affordability: state proposal to post textbooks and prices thirty days before registration. Issue is being pushed by the Governors' office. Will keep the senate updated when information is available.

Reid Oetjen announced that reapportionment is complete and the call for election to the Faculty Senate went to all colleges. College election results are due by March 1.

COMMITTEE REPORTS

Budget and Administrative Committee - *Joseph Harrington*

Have not met since last meeting. Identified an issue regarding the State taking away health insurance from students that graduate and go full-time resulting in a year without health insurance. Will be forwarding to Steering.

Personnel Committee - *Ana Leon*

Have not met since last meeting. We have a subcommittee working on paternity leave and hope to have a resolution drafted soon.

Parking Advisory Committee - *Amit Joshi*

Thank you to everyone who contributed to the equalization of hangtag and decal permits. The gap has been reduced to 5%. We are also looking at signage across campus, and there is a major initiative this year to refurbish signage across the campus.

Undergraduate Council - *William Self*

UCRC and UCPC elected Martha Marinara to replace Jeff Kaplan. Both had meetings. Topics introduced have been grade inflation, base GPA requirements, and academic rigor.

Graduate Council - *Annette Khaled*

Nothing to report. Curriculum and policy meet next week.

OTHER BUSINESS

None.

ADJOURNMENT

Adjourned at 5:04pm

Dr. Linda Walters Director, UCF Center for Success of Women Faculty

The Center for Success of Women Faculty devotes a significant portion of our time to assisting women faculty and staff who are soon to become mothers and/or are caring for critically ill family members. For new moms, we have been successful in the last year in obtaining 5 lactation rooms across campus, as well as instituting a trial expectant mothers parking program in spring 2015. We have also run faculty-led workshops on dealing with eldercare and special needs family members.

Now, we are interested in determining the campus-wide interest of UCF faculty in paid parental leave and paid family leave policies.

Paid parental leave policy suggestion for all new birth/adoptive parents (includes both parents):

New parents could choose from one of three options for one semester: 1) one semester of paid leave, 2) one semester of modified instructional duties (MID = no teaching for 1 semester, but individual remains a participant in rest of university activities, including research and grants), or 3) normal teaching/research/service load.

At the present time, MID is administered *ad hoc* across campus for new moms (unknown for new fathers) and it is often confrontational/stressful. It would benefit all parties to have a transparent policy in place.

At the present time, if leave is taken, new parent income comes exclusively from sick leave accrued until that runs out, as it quickly does for recent hires. At that time, it becomes unpaid leave. 55 women (faculty + staff) took parental leave in 2012-13.

UCF Graduate Studies instituted a policy for GTA/GRAs in January 2014 for 6 weeks of paid leave for new moms (parents?).

Paid parental leave and MID is being discussed on November 17 by UFF. Our proposals are similar.

Paid family leave policy suggestion would be exclusively for faculty members caring for family members who are critically injured/critically ill/end-of-life and really need to spend all of their time with this member of their family. It would be one semester of paid leave. The definition of family would be as broad as possible.

The CSWF is excited to work with faculty senate, faculty affairs, etc. to make UCF a more family-friendly institution. There are many, many details to work out, but support for one or both policies is the first step.

Our Center's suggestion is to consider/modify the paid parental leave policy recently established at USF, at least in terms of funding. This model could work for both Paid parental leave and paid family leave.

USF Paid Parental Leave was adopted in 2010 and is considered cost-neutral.

Whenever the faculty member resigns, retires, or otherwise permanently terminates employment with the university, the number of hours that the faculty member has utilized for paid parental leave, excluding any hours that were taken as accrued leave, shall be deducted from the total balance of accrued sick and/or annual leave (with sick leave being deducted first) that the faculty member has remaining at the time of separation from the university.

2014 spring semester, 13 USF faculty members participated

2014 fall semester, 10 USF faculty members are participating

Additional details that may or may not be appropriate for UCF:

- 1) Benefit may be utilized no more than twice during a faculty member's employment

- 2) Employed for a minimum of one academic year for faculty members with instructional responsibilities or a minimum of one calendar year for faculty members without instructional responsibilities, and employed on at least a 0.75 FTE line. This program does not apply to individuals on a temporary, a term limited, or a visiting appointment.
3. Paid parental leave if approved by provost is for one semester or up to 19.5 weeks.
4. Faculty member must request use of the paid parental leave in advance, no later than three months prior to the beginning of the leave.
5. Faculty member must return to the university following participation in the program for at least one academic year if the faculty member has instructional duties or for at least one calendar year if the faculty member does not have instructional duties.
6. Paid parental leave will not be granted to two faculty members for the same birth or adoption.
7. Paid parental leave runs concurrently with the FMLA leave.

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Resolution 2014-2015-2 Parental Leave Policy and Procedures for UCF Faculty Birth/Adoption

Whereas, it appears that current UCF policies do not provide for parental leave for faculty for birth or adoption; and

Whereas, provision of parental leave for faculty birth or adoption has been inconsistently given and allowed on an ad hoc basis and a variety of options have been used including:

1. Requiring parental leave be given to the mother only; and/or
2. That accrued sick leave be used (which creates additional hardship on recently hired faculty); and/or
3. Modified instructional duties (MID) for faculty are:
 - a. Not allowed; and/or
 - b. Allowed only for faculty who have been employed at UCF for a minimum of one year; and/or
 - c. Required to continue non-instructional duties such as research/grant work and/or service; and

Whereas, a precedent was set at the University of Central Florida when in January 2014, the College of Graduate Studies instituted a policy allowing GRA/GTA birth or adoptive mothers up to 6 weeks of paid leave; and

Whereas, another university in the SUS, the University of South Florida, since 2010, has offered paid parental leave that provides parental leave for birth/adoption; therefore

Be It Resolved that the Faculty Senate of the University of Central Florida encourages administration to work with UFF-UCF to develop equitable, consistent policies and procedures to provide parental leave for birth/adoption by faculty; and

Be It Further Resolved that the Faculty Senate of the University of Central Florida recommends that any development of Parental Leave Policy consider and address the list of examples and conditions identified in Attachment 1: Parental Leave Examples and Conditions.

Attachment 1: Parental Leave Examples and Conditions
Resolution 2014-2015-2 Parental Leave Policy and Procedures for
UCF Faculty Birth/Adoption

Example of types of leave, duration, funding, etc. to be considered as part of Policy on Parental leave for faculty experiencing birth or adoptions:

1. Paid leave be provided for the parental leave for birth/adoption
2. Both partners be allowed parental leave at alternate times
3. The leave duration be a semester (up to 19.5 weeks)
4. Such leave be available to recent and long-term faculty irrespective of length of employment at the university and that
 - a. If the faculty member is lacking sick leave at the time of birth/adoption, leave be provided and later deducted from accrued leave when the faculty member earns it
 - b. Upon separation from the university if the faculty member is to collect any amount of unused sick leave, that paid parental leave be deducted before reimbursing the faculty member

1. **Definition of Leave –**

No more than twice during the career of a faculty member at the university, he or she shall be granted, upon request, a paid parental leave for the birth or adoption of a child. Instructional faculty will be eligible for up to nineteen and a half (19.5) contiguous weeks, or one (1) semester of paid parental leave. Non-instructional faculty will be eligible for up to three (3) months of contiguous paid parental leave. In the circumstance that both parents are faculty members employed by the university, only one parent may request paid parental leave under this program for each qualifying event (birth or adoption).

In the spirit of providing continuity in the classroom for our students, faculty members are encouraged to work with their department Chairs and/or Deans to coordinate the specific arrangements of the leave. Faculty members may request and be granted the opportunity to apply additional accrued sick leave and/or time off without pay to the paid parental leave as provided for above.

Faculty in USF Health who receive clinical compensation will be paid in accordance with USF Health procedures for Extended Leave. For more information on this procedures, please visit the Office of Faculty Affairs website at: <http://health.usf.edu/facultyaffairs/index.htm> or contact the Office of Faculty Affairs directly at 974-5105.

2. **Eligibility –**

In order to participate in this program, an employee must be in the United Faculty of Florida (UFF) bargaining unit or in the Faculty Pay Plan on a benefit eligible line, employed for a minimum of one (1) academic year for faculty members with instructional responsibilities or a minimum of one (1) calendar year for faculty members without instructional responsibilities, and employed on at least a 0.75 FTE line. This program does not apply to individuals on a temporary, a term limited, or a visiting appointment. Furthermore, employees on contracts or grants shall be eligible to the extent that such program benefits are permitted by the terms of the contract or grant, the rules of the funding agency, and adequate funds are available for this purpose in the contract or grant.

3. **Commitment to Reimburse –**

The faculty member shall not be required to use accrued leave during the first nineteen and one-half (19.5) weeks, or one (1) semester, of the parental leave. However, whenever the faculty member resigns, retires, or otherwise permanently terminates employment with the university, the number of hours that the faculty member has utilized for paid parental leave, excluding any hours that were taken as accrued leave, shall be deducted from the total balance of accrued sick and/or annual leave that the faculty member has remaining at the time of separation from the university. This deduction shall be performed only immediately prior to calculating any payment to be made to the faculty member for unused sick and/or annual leave pursuant to the Collective Bargaining Agreement in force and University Regulations.

4. **Commitment to Return –**

The faculty member must agree in writing to return to university employment for at least one (1) academic year for those with instructional duties and for at least one (1) calendar year for those

without instructional duties following participation in the program. Agreements to the contrary must be reduced to writing prior to participation.

5. **Notice and Use with Other Leave(s)** –

Paid parental leave shall not be granted such that it relieves the faculty member of both teaching and service assignments for more than one (1) semester. This program does not prohibit deans or chairs from modifying duty assignments before and after the paid leave. The faculty member must request use of the paid parental leave in advance of the initiation of the parental leave, no later than three (3) months prior to the beginning of the leave, and the leave must occur no later than the academic semester immediately following the birth or adoption event. A shorter notice period may be allowed, on a case-by-case basis, for good cause and/or special circumstances, by the faculty member's supervisor. Unless approved in writing by the faculty member's supervisor, paid parental leave may not be used immediately before or after Sabbaticals or Professional Development Leave. When faculty members notify their dean or chair of their intent to participate in the program, notice will be provided to the Division of Human Resources to assess the faculty member's eligibility under the Family and Medical Leave Act (FMLA). If FMLA eligibility requirements are satisfied, up to twelve (12) weeks of the paid parental leave will be designated as FMLA, and tracked concurrently.

6. **Signed Agreement** –

The faculty member is required to sign a written agreement detailing the terms of this benefit. Participation in this benefit is contingent upon execution of the signed documentation.

7. **Repayment** –

Repayment of salary received during paid parental leave shall be required in those instances where salary is paid in the absence of a signed agreement by the faculty member, or when the faculty member fails to comply with the terms of a signed agreement.

8. **Interaction with Tenure** –

The tenure clock will automatically stop at the onset of the approved paid parental leave (as defined under this program). Faculty may opt out by notifying the university, in writing, that they wish for the tenure clock to continue during the approved paid parental leave.