

Faculty Senate Meeting
Minutes of
February 22, 2018

William Self, chair, called the meeting to order at 4:01 p.m. The roll was circulated for signatures.

MINUTES

A motion to approve the minutes of January 25, 2018 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Rich Gause, Government Documents Librarian, University Libraries
Penny Beile, Associate Director, Scholarly Communication, University Libraries
Barry Mauer, Associate Professor, English Department, College of Arts & Humanities
Lucretia Cooney, Associate Director, Faculty Excellence
Kristy McAllister, Coordinator, Academic Affairs Information and Publication Services
Katie Wyche, Assistant Director of Marketing and Communications, Faculty Excellence
Karla Amaro, IT Business Analyst, Faculty Excellence
Keisha Hoerrner, Associate Dean, Teaching and Learning and College of Undergraduate Studies
Cyndia Muñiz, Assistant Director, Hispanic Initiatives and Professional Development, Office of Diversity and Inclusion

ANNOUNCEMENTS

Dr. Self welcomed Paul Goldwater as a College of Business senator completing the remaining term for Charles Kelliher. Dr. Goldwater will be serving on the Graduate Curriculum Committee.

Presidential Search

Eight semifinalists were chosen by the search committee last week. The committee is currently interviewing all eight candidates and will select up to five finalists by the end of the day February 23, 2018. Finalists will be on campus for two-day interviews between March 1 and March 8, 2018. The interviews will include individual and group meetings, and presentations by the finalists that will be open for the public to attend. The Faculty Senate chair, Student Government Association president, and the USPS Staff Council president have been asked to co-sponsor the open forums for the campus community. Dr. Self will be moderating the forums. All faculty are encouraged to attend the open sessions scheduled for March 2, 6, 7, and 8 from 11:00 a.m. – noon in the Pegasus Ballroom. The open sessions will be posted on the presidential search website at ucf.edu/presidentsearch. The UCF Board of Trustees will vote on March 9 to name a president-elect. The Florida Board of Governors will vote to confirm the selection on March 28 or March 29, 2018.

Vice Provost for Faculty Excellence Search

Stephen King will be chairing the search committee. This in part is a direct result of the Participation on University Committees resolution. The search committee includes Malcom Butler with the College of Education and Human Performance, Raj Gurupur in the College of Health and Public Affairs, Martha Garcia in the College of Arts and Humanities, Lucretia Cooney in Faculty Excellence, and Dean Elizabeth Dooley. The committee will be meeting to formalize the job description which will be posted as an internal search within the next two week. The position will be posted for two weeks. The search should be completed by the end of the Spring semester.

OLD BUSINESS

None.

REPORT OF THE PROVOST

The provost was unavailable. Jana Jasinski provided the report of the provost.

Task Force Transition Teams

The Academic Health Sciences Center (AHSC) transition team is led by Deborah German and the Urban Innovation and Education transition team is co-led by Sissi Carroll and Ross Wolf. The new interdisciplinary school focused on communication and media transition team is led by Robert Littlefield. The transition teams have been meeting and setting priorities regarding naming, budget, operations, alignment, staffing, development, faculty affairs, and other areas. The Academic Health Sciences Center held two town hall meetings; one held yesterday, and another scheduled for February 27, 2018 from noon – 1:00 p.m. in the Teaching Academy, room 117. The provost's website has been updated with the transition team members.

Sanford-Burnham Building

UCF submitted a proposal to lease the Sanford-Burnham Prebys facility in Lake Nona. The proposal is a partnership with Provision Healthcare, Sarah Cannon Cancer Research Center (division of HCA), and Altercare. This partnership will help develop a cancer research facility within the UCF Lake Nona Medical Center to strengthen our research, patient care, and education. A final decision on the proposal is forthcoming. In the meantime, we are gathering data on space in order to be prepared.

COACHE Survey

The initial COACHE survey was conducted in 2015. Based on the results, many initiatives for implemented. The follow-up survey is open and you should be receiving emails with links to the survey this week. The survey will be open for two months. Please encourage your colleagues to complete the survey to determine if the initiatives taken show any improvement.

Provost Forums

Earlier this month a provost forum on Student Success was held. Dr. Jansiski thanked everyone that attended or participated on-line. The next forum on Funding and Philanthropy will be held in the Morgridge International Reading Center on April 3, 2018 from 3:00 – 4:00 p.m.

Provost College Visits

The half day college visits started February 16 with the College of Medicine. The provost will visit each college to learn what each college is doing to reach college-level goals. The next half day visit is scheduled for March 8 with the College of Engineering and Computer Science.

Research Funding

To date UCF is 31% ahead of this time last year at \$125.4 million. This may be the result of the new hires, the faculty working hard obtaining grants, and the first impact of the Faculty Cluster initiative.

Marchioli Collective Impact Innovation Award

Nominations for an innovative program or project that shows measurable outcomes and can be scaled is due March 9. Awardees will receive \$5,000 cash or a grant to continue their work. Ronald DeMara will be sharing tips and strategies at the Marchioli Collective Impact Innovation Seminar on March 21, 2018 from 1:30 – 3:30 p.m. in the Harris Engineering Center, room 101A. More information regarding the award and seminar can be found at <https://www.ucf.edu/strategic-plan/champions/>.

OLD BUSINESS

Resolution 2017-2018-11 Guidelines for Centers and Institutes at the University of Central Florida

A quorum was lost during the last Senate meeting during discussion of this resolution. Many senators expressed concern over the lack of language to protect faculty that currently have tenure in centers or institutes. This resolution only recommends that future faculty hires not be granted tenure in a center or institute going forward.

Motion and second made to approve Resolution 2017-2018-11 Guidelines for Centers and Institutes at the University of Central Florida. Open for discussion.

Motion and second made to amend line 21, by inserting:

BE IT FURTHER RESOLVED that the reorganization of tenure homes under this resolution shall not be a means for removing tenured faculty from the university, for revoking tenure, or for forcing departments to accept members without the support of their existing faculty. Thus, any tenured faculty who have made their best efforts to find appropriate tenure homes, but who have not been accepted into appropriate academic units by those units' faculties, shall be retained with tenure in their existing units or in units created for this purpose and to which no other members may be added; and

Vote: all in favor; amendment passes.

Motion and second made to approve Resolution 2017-2018-11 Guidelines for Centers and Institutes at the University of Central Florida.

Vote: All in favor; motion passes.

NEW BUSINESS

Resolution 2017-2018-10 Faculty Senate Bylaw Change, Faculty & Staff Benefits Committee Membership

This resolution represents a Bylaw change to the membership of the committee. The recommendation was brought forward by the Faculty & Staff Benefits Committee to add an A&P employee to the membership. This is for discussion only at this meeting and will be up for a vote at the March meeting. No discussion.

Resolution 2017-2018-12 Personal and Family Benefits for Out-of-Unit Faculty

The Resolution is brought forward by the Personnel Committee. This was an issue raised at the April 2017 Steering meeting. During the February Steering Committee meeting, the provost indicated that he supports the resolution. Currently, out-of-unit faculty are not eligible for the paid parental leave benefits.

Motion and second made to approve Resolution 2017-2018-12 Personal and Family Benefits for Out-of-Unit Faculty. No discussion.

Vote: All in favor; motion passes.

Resolution 2017-2018-14 Participation on University Committees

The Senate tabled the resolution at the January meeting for clarification in the Be It Resolved clause which terminated the resolution. The Be It Resolved has been modified from the previous version and is brought forward by the Steering Committee under 2017-2018-14.

Motion and second to approve Resolution 2017-2018-14 Participation on University Committees. Open for discussion.

Comment: The provost indicated support for the resolution with one concern the potential workload of capturing all committees.

Dr. Self noted that the provost indicated support for the resolution. Discussion continued regarding how the wording in the “be it resolved” clause relates to the items listed.

Motion and second to approve Resolution 2017-2018-14 Participation on University Committees.

Vote: All in favor; motion passes.

Resolution 2017-2018-15 In Honor of John C. Hitt, president of the University of Central Florida

This resolution is brought forward by the Steering Committee to honor Dr. Hitt's service to the University.

Motion and second to approve Resolution 2017-2018-15 In Honor of John C. Hitt, president of the University of Central Florida. Open for discussion.

Discussed adding Mrs. Hitt to the resolution and the possibility of forming a separate resolution highlighting Mrs. Hitt's accomplishments. A member noted that it would be better to pass both resolutions at the same time.

Motion and second to table the resolution to create a separate resolution for Mrs. Hitt. Vote: all in favor; motion passes.

Motion to Rescind Resolution 2017-2018-6 Endorsement of University of Chicago Statement on Freedom of Expression.

After the Senate passed this resolution, several senators and other faculty expressed concern regarding the content of the resolution. Dr. Self discussed the concerns over the resolution and a bill in the Florida Legislature to restrict UCF's ability to provide free speech zones at universities. Because of the concerns, it is presented as a motion to rescind approval.

Motion and second to Rescind Resolution 2017-2018-6 Endorsement of University of Chicago Statement on Freedom of Expression. Open for discussion.

A discussion ensued regarding the pros and cons of rescinding without any replacement resolution. Dr. Scott expanded on the concerns voiced by several senators and general faculty members. When Steering discussed the possibility of revoking the resolution, a point was made that by doing so, it would make UCF a target. A culture war is already here, we are a target, and we are being cited by some external sources.

Dr. Self indicated the original resolution cannot be amended. Discussed creating a new resolution and other universities freedom of expression statement. Several senators expressed dislike for rescinding without replacing the resolution. Debate ensued over the need for a resolution and current demonstrations on campus. A member commented that there is a fine line between limiting hate speech and prohibiting academic examination.

Dr. Mauer was recognized as a guest. Dr. Mauer elaborated on Dr. Scott's concerns expressed and discussed how these type statements are being used.

Dr. Self pointed out that the key question is, do we want to continue with rescinding the resolution? Right after the resolution was passed, several faculty members indicated that they preferred a revised resolution tailored to UCF prior to rescinding the current statement.

Motion and second made to table the Motion to Rescind Resolution 2017-2018-6 Endorsement of University of Chicago Statement on Freedom of Expression. Open for discussion.

Discussion continued.

Clarification of motion requested. Motion to table the motion to rescind until resolution is drafted to address freedom of expression at UCF.

Point of Order: You can't add conditions to a motion to table.

Motion and second made to table the Motion to Rescind Resolution 2017-2018-6 Endorsement of University of Chicago Statement on Freedom of Expression.
Vote: 2 opposed, remaining in favor; motion passes.

Textbook Affordability Update – Rich Gause and Penny Beile

A workgroup of three Librarians and Center for Distributed Learning (CDL) Instructional Designers conducted research to determine how we can help affect better textbook affordability engagement at UCF. Handouts were provided at the sign-in table. Mr. Gause discussed assumptions, a statewide student survey of over 1,900 UCF student responses, the cost impact on students, impacts of textbook affordability programs, and the legislative mandate on textbook affordability. Discussed a chart that indicates the courses that can have great impact on textbook savings. Reviewed the Textbook affordability SUS 2017 report to the Board of Governors handout. Discussed the open educational resources (OER) and options.

The University of South Florida has been very involved and the Faculty Senate initiated initiatives to institutionalize textbook affordability. The university has a robust and mature program. How do we make this an institutional priority at UCF and funding behind initiatives? We are looking at next steps to determine how we go forward. The 29 faculty within UCF that the working group worked with have initiated the use of OER on their own.

A member asked is there are any studies on open sources in regards to the quality. The Library did do a study with Institutional Knowledge Management (IKM) with one faculty member. They looked at three semesters prior to the adoption and three semesters post-adoption. There was no statistical difference.

A question was raised about what mechanisms are in place to support the sub-matters in courses. Mr. Gause indicated that this is the individual faculty's decision versus the institution mandating. The institution needs to provide a support mechanism. A member questioned if the focus on OER was mainly the undergraduate level. Mr. Gause indicated that the financial impact was greater on the general education courses. At the graduate level, we typically see the adoption of library sources.

Hispanic Serving Initiatives Update – Cyndia Muñiz

Dr. Muñiz discussed the new UCF position of Assistant Director for Hispanic Initiatives in the Office of Diversity and Inclusion, and the role of the position. Discussed the task force made up of faculty, staff, and students that serve as our sounding board on future policies and programs. Also discussed the campus consultations, educational and cultural programs, community partnerships, and the comprehensive long term Hispanic Serving Institution (HIS) action plan. Dr. Muñiz informed the senators on several upcoming programs being offered and the upcoming Nuestra Graduación, a graduation ceremony hosted by the Latino Faculty & Staff Association. Asked all Latino faculty to participate and wear regalia and support the students. Also discussed on-campus partners and community connections. Reviewed the three criteria used to be designated a HIS and the types of projects and opportunities the future funding may be used for, especially Title V funds and private funding.

A senator commented that the conversation usually focuses on students, but the real change needs to be the campus culture and asked how faculty hires will change to reflect a HIS structure of the university. Dr. Muñiz indicated that through UCF's partnership with Excelencia in Education, that we are involved in a project to identify goals for 2020. One of the areas is specifically focused on faculty and higher level administration. In talking with department chairs and deans, everyone is taking this seriously and wants to improve.

A member indicated that today, UCF announced that we have won the contract to upgrade the Arecibo Observatory in Puerto Rico. Professor Hernandez is the scientific lead on the project. About 23 Puerto Rico based astronomers are being hired to work at the observatory and about 20 staff. There is a partnership with Universidad Metropolitana with plenty of opportunity for exchange for both faculty and students.

COMMITTEE REPORTS

Budget and Administrative Committee – Kimi Sugaya

The committee met February 7 and discussed the Creative School issue of a long waiting list that serves the students, faculty, and alumni. In addition, the downtown campus may need a school to serve faculty and students. Another meeting will be held with more representatives from the school.

Information Technology Committee – Joseph Harrington for Reid Oetjen

A contractor presented a Student Perception of Instruction (SPoI) tool used by other universities. Showed the committee different and better ways to collect and analyze the data. The committee is considering a resolution.

Parking, Transportation and Safety Committee – Ahmad Elshennawy

The committee discussed faculty and commuter parking. Some student parking next to the buildings and garages will be moved to underutilized spaces which will open about 700 parking spaces for faculty, staff, and students. A new bus service started running to apartments which will open additional 300 spaces. An additional 50 faculty and staff

spaces will be created once the Research building is completed. Additional discussion regarding the Black and Gold bus lines and drivers turning right on red without looking for pedestrians or bicyclists. The UCF Police reported that some lights were malfunctioning and have been fixed and pedestrian buttons will be installed in the future. Also discussed access issues to HPA1, HPA2, and the UCF Global building during graduation. The UCF Police are aware of the issue and report it would be easier if everyone displays the hangtags to allow access. Continued discussion regarding the safety concern over golf carts.

Personnel Committee – Stephen King

Working on an Emeritus resolution that was returned to the committee by Steering. Discussing non-tenure-track faculty and the university guidelines for promotion. The university has no clear definition of faculty. There should be a list of what positions are faculty. A couple of UCF polices are under review for Librarians and Instructional Designers.

Graduate Council – Jim Moharam

Committees are completing normal business.

Undergraduate Council – Nina Orlovskaya

No report.

OTHER BUSINESS

A senator commented that last month's motion for a moratorium regarding the process regarding the restructuring of the two colleges has been withdrawn after learning there were various meetings and groups in the college and other places in the University having the conversation. My concern as a faculty member is the same and the violation of the concept of "primus inter pares" which means first among equals. The president, provost, and all the administrators are equal to the faculty. We decided to make them our leaders, but shouldn't make decisions without consulting the faculty.

A senator raised an issue after lengthy discussions with Chief Beary and faculty in response the UCF Police video being circulated regarding active shooter protocols and the classrooms. Dr. Self indicated the issue would be placed on the Topic list.

ADJOURNMENT

The meeting adjourned at 5:38 p.m.

UCF: A Hispanic Serving Institution

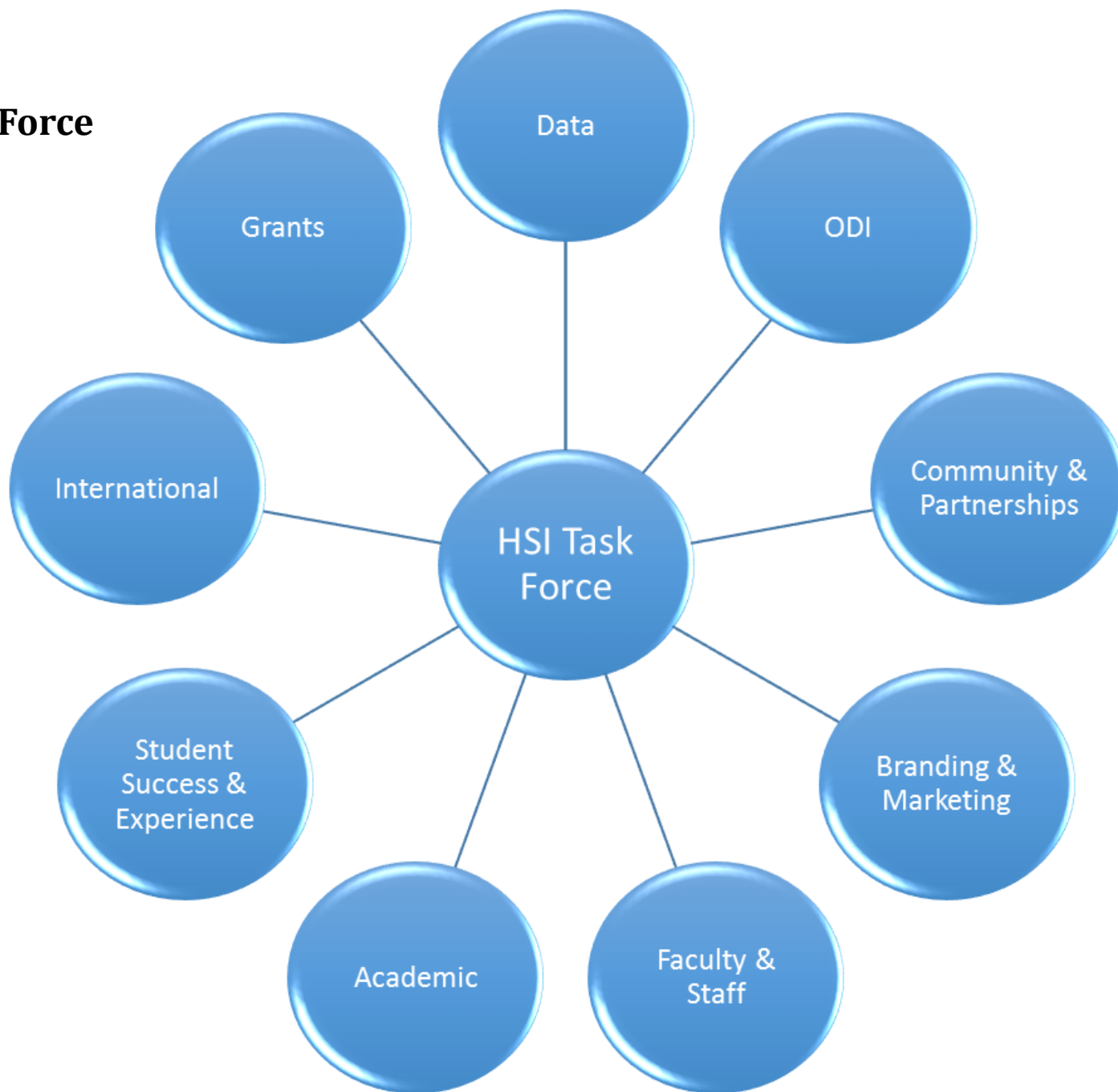
Cyndia Morales Muñiz, Ed.D.
Assistant Director, Hispanic Initiatives
Office of Diversity and Inclusion
February 22, 2018

New Role

Assistant Director, Hispanic Initiatives

- HSI Task Force
- Campus Consultations
- Educational/Cultural Programs
- Community Partnerships
- Comprehensive, long term HSI action plan
 - Building an inclusive HSI campus culture
 - Designation as an Eligible Institution
 - Funding Opportunities

HSI Task Force



HSI Task Force



Campus Consultations

Departments

- Criminal Justice
- Management
- Health Professions/
Health Sciences
- Physics
- Materials Science and
Engineering
- Writing and Rhetoric

Colleges

- Sciences
- Arts and Humanities

Hispanic Serving Institution Forum

Keynote Speaker

Deborah Santiago

Co-founder, Chief Operating Officer and Vice President for Policy at Excelencia in Education.

JAN. 31, 2018 | 9AM-4PM
Student Union, Cape
Florida Ballroom 316

Join the conversation as UCF continues to work towards creating & strengthening an inclusive HSI culture.

Please visit diversity.ucf.edu/ucf-forum-hispanic-initiatives/ for session descriptions.

To register for these sessions:

Faculty, A&P, USPS: Register online at my.UCF.edu

> Employee Self Service > Learning & Development > Request Training Enrollment

Students, OPS: Email your name, course title and date, and UCFID/employee I.D. number to diverse@ucf.edu.

Please direct all questions to (407) 823-0524 or cyndia.muniz@ucf.edu.

Opening

9:00AM

HSI Student Panel

9:45-10:45AM

HSI Community Panel

11:00AM-12:00PM

Keynote Speaker

1:15-2:45PM

HSI Town Hall

2:45-3:45PM

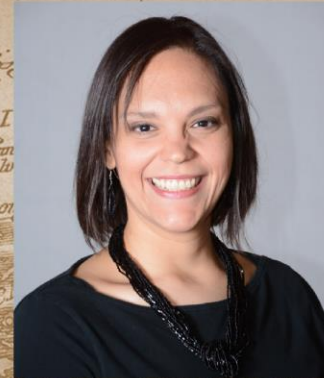


ACCULTURATION

Colonialism & Migration among
Central Florida Puerto Ricans

March 7, 2018 | 1:30 - 3:00 PM
Classroom Building 1, Room 205

Dr. Capielo will provide a brief overview of the history of colonialism and cyclical migration between the island of Puerto Rico and the United States, while highlighting the unique acculturation experiences for Puerto Ricans. The psychological effects of colonialism, stress and acculturation, will also be discussed within a Puerto Rican socio-political context.



**CRISTALÍS
CAPIELO, PH.D.**

Assistant Professor
Arizona State University

Please direct all questions to
Cyndia.Muniz@ucf.edu or (407) 823-0524.

HISPANIC FEDERATION INVITES YOU TO

CREAR FUTUROS UCF

Leaders' Day

AN EXCLUSIVE OPPORTUNITY TO MEET AND SPEAK WITH SENIOR EXECUTIVES, GAIN INSIGHT TO A WIDE VARIETY OF PROFESSIONAL CAREERS, AND LEARN MORE ABOUT THE STEPS NEEDED TO TAKE TO ACHIEVE SUCCESS.

TOUR OF THE NINTH JUDICIAL
CIRCUIT COURT OF FLORIDA
WITH THE HONORABLE JUDGE

WILFREDO MARTINEZ



Behind-the-scenes look at the courts system!

FEBRUARY 23, 2018 FROM 9:30AM TO 2:30PM

REGISTER BY EMAILING:
CREARFUTUROSUCF@GMAIL.COM



hispanicfederation LaF♦SA
UCF Latino Faculty & Staff Association

TRANSPORTATION AND LUNCH WILL BE PROVIDED

CREAR FUTUROS UCF

From Electrical Engineering to Entrepreneurship!

Mr. Muñoz-Olán will highlight his professional journey and provide advice on personal growth and career aspirations.



Antonio Muñoz-Olán, MBA, LUTCF
Business Solutions Consultant
LegalShield

March 26, 2018 | 6:00-8:00pm | Barbara Ying Center 140

Register at crearfuturosucf@gmail.com



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UCF Latino Faculty & Staff Association

DINNER WILL BE PROVIDED



Programs



Partners (On-Campus)

- Academic Colleges
- Student Development and Enrollment Services
- UCF Global
- Faculty Excellence
- Faculty Center for Teaching and Learning
- Faculty Senate
- Office of Institutional Equity
- UCF Human Resources
- UCF Community Relations
- UCF Foundation
- Latino Faculty and Staff Association

Community Connections

FIU



VALENCIA COLLEGE



Community Connections



HACU

H I S P A N I C
A S S O C I A T I O N
O F C O L L E G E S &
U N I V E R S I T I E S



American Association of
Hispanics in Higher Education, Inc.



Accelerating Latino Student Success



HISPANIC OUTLOOK
ON EDUCATION
MAGAZINE™



**LATINOS
IN ACTION**



UCF

Community Connections



HSI Action Plan



UCF

Eligibility for the Developing HSIs program has three main components that institutions must meet in order to compete for federal funds:

- 1. Enroll a high concentration of Latino undergraduate students**
- 2. Enroll a high concentration of needy (low-income) students**
- 3. Have low educational and general expenditures (core expenses)**



APPLICATION FOR DESIGNATION AS AN ELIGIBLE INSTITUTION



[IS Home](#) | [Contact Us](#) | [Home](#)

Institution Eligibility Determination

OPE ID: 00395400
Unit ID: 132903
Institution: University of Central Florida, Orlando, FL

Met the Needy Student Requirement
Met the Core Expenses Requirement

Based on information in the Integrated Postsecondary Education Data System (IPEDS), for Fiscal Year 2018 **University of Central Florida has been designated as an Eligible Institution** under Title III and Title V programs of the Higher Education Act of 1965, as amended by the Higher Education Opportunity Act of 2008 (HEA).

No application needs to be submitted.

You may [View or Print the FY 2018 Eligibility Letter](#) in PDF format.

This institution meets the criteria for the following program(s):

- Title III - Part A - Strengthening Institutions (SIP)
- Title III - Part F - Strengthening Institutions (SIP)

Your institution is also eligible for a waiver of the non-Federal share matching requirements under the Federal Work Study Program (FWS), the Federal Supplemental Educational Opportunity Grant Program (FSEOG), and the TRIO Student Support Services Program under Title IV of the HEA, as well as the Undergraduate International Studies and Foreign Language Program authorized by Title VI of the HEA.

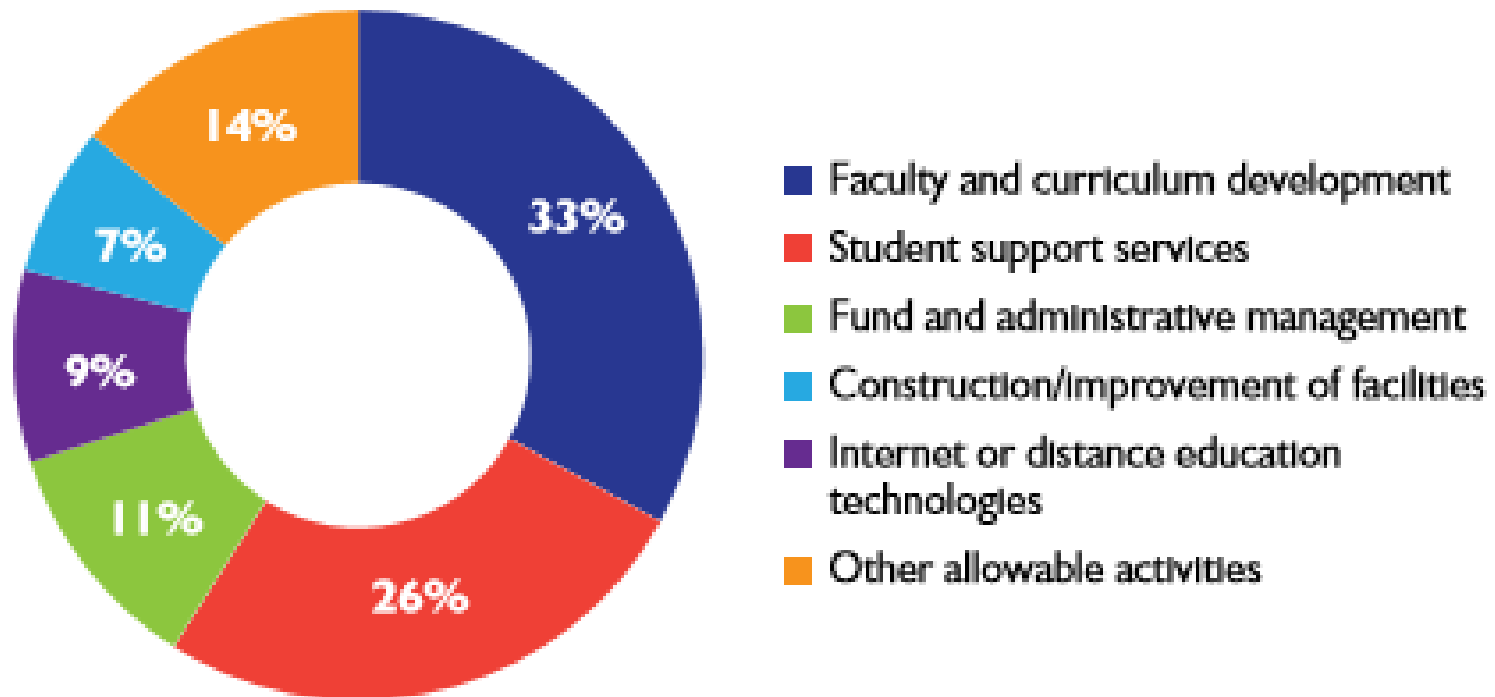
For assistance with issues associated with Title IV eligibility or Federal Work-Study (FWS), Federal Supplemental Education Opportunity Grant (FSEOG), or Federal Perkins Loan, please contact the Federal Student Aid Campus-Based Call Center toll free at 1-877-801-7168. Representatives are available Monday through Friday from 8:00 a.m. to 8:00 p.m. You may also e-mail the Call Center at cbfob@ed.gov.



Types of Projects

- Funds may be used for activities such as:
 - scientific or laboratory equipment for teaching
 - construction or renovation of instructional facilities
 - faculty development
 - purchase of educational materials
 - academic tutoring or counseling programs
 - funds and administrative management
 - joint use of facilities
 - endowment funds
 - distance learning academic instruction
 - teacher education
 - student support services

FIGURE 12: Majority of Activities Funded by Title V Grantees, FY1995-2014



Source: *Excelencia in Education* analysis of publicly available Title V project abstracts, U.S. Department of Education, Office of Postsecondary Education



Title V

A comprehensive development plan
with two main purposes:

1. to expand educational opportunities for, and improve the academic attainment of, Hispanic students; and,
2. to expand and enhance the academic offerings, program quality, and institutional stability of colleges and universities that are educating the majority of Hispanic college students and helping large numbers of Hispanic students **and other low-income individuals** complete postsecondary degrees.

The number of HSIs has more than doubled over the past 20 years, and just over 50 percent have received funding under the Title V: Developing HSIs program.

Title III and Title V institutions designated eligible for the waiver of the non-federal share matching requirements.

FY 2014	FY 2015	FY 2016
FIU	FIU	FIU
UWF	UWF	UWF
	FAU	FAU
		USF
		UCF

The Heart of UCF



UCF Goals

1. Offer the best undergraduate education available in Florida.

2. Achieve international prominence in key programs of graduate study and research.

3. Provide international focus to our curricula and research programs.

4. Become more inclusive and diverse.

5. Be America's leading partnership university.

UCF Collective Impact

1. Harness the power of scale to transform lives and livelihoods.

2. Attract and cultivate exceptional and diverse faculty, students, and staff whose collective contributions strengthen us.

3. Deploy our distinctive assets to solve society's greatest challenges.

4. Create partnerships at every level that amplify our academic, economic, social, and cultural impact and reputation.

5. Innovate academic, operational, and financial models to transform higher education.

In Closing





Resolution 2017-2018-11 Guidelines for Centers and Institutes at the University of Central Florida

Whereas, in 2016-2017 the Faculty Senate passed resolution 2016-2017-14 Guidelines for Academic Structure at the University of Central Florida; and

Whereas, these guidelines emphasized the need for tenure to be granted in Departments and Schools within the academic unit structure at UCF (Colleges); and

Whereas, faculty traditionally have tenure homes in academic departments or similar units; therefore

BE IT RESOLVED that the Faculty Senate supports tenure being granted only within established Departments or Schools that fall within an academic college (including Graduate Studies and Undergraduate Studies) at UCF, in line with the previous resolutions of the Faculty Senate. The Faculty Senate urges the administration to work with faculty who are tenured or tenure-earning in a research center or institute to find a tenure home within an academic unit (Department or School within a College); and

BE IT FURTHER RESOLVED that the reorganization of tenure homes under this resolution shall not be a means for removing tenured faculty from the university, for revoking tenure, or for forcing departments to accept members without the support of their existing faculty. Thus, any tenured faculty who have made their best efforts to find appropriate tenure homes, but who have not been accepted into appropriate academic units by those units' faculties, shall be retained with tenure in their existing units or in units created for this purpose and to which no other members may be added; and

BE IT FURTHER RESOLVED that the Faculty Senate supports the following guidelines for centers and institutes at UCF, and that these guidelines be appended to the original guidelines for academic structure at the University of Central Florida. In addition these guidelines are supplementary to the definitions of centers and institute in [BOG Reg 10.015](#) and [UCF Reg 2.035](#).

Definitions of Centers and Institutes

Existing Definitions from [BOG Reg 10.015](#) (repeated in [UCF Reg 2.035](#))

- a) State of Florida Institute or Center: An entity with statewide mission, that may include two or more State universities, established to coordinate inter-institutional research, service, and teaching across the State University System. State of Florida institutes and centers must be approved by the Board of Governors. State of Florida institutes and centers' operational budgets reside within the bases of their host institutions; additional budget requests must be reviewed by the Council of Academic Vice Presidents (CAVP), and only those with a positive recommendation are carried forward to the Board of Governors for consideration.

- b) University Institute or Center: An entity that is generally established by a single university to coordinate institutional research, service, and/or educational/training activities that enhance existing instruction, research, and service at the university. The budget of a university institute or center and any requests for additional funding are wholly within the purview of the host university.
- c) Exclusions: There are entities that use the term “Institute” or “Center” in their titles, as well as some other service units, that are excluded from this policy. Examples of these units include the Institute of Food and Agricultural Sciences (IFAS); the University of Florida Health Sciences Center; the University of South Florida Health Sciences Center; the Florida State University Health Sciences Center; the Florida Mental Health Institute; incorporated institutes and centers with university affiliations, such as the Institute for Human and Machine Cognition and the H. Lee Moffitt Cancer Center and Research Institute; and university advising, student health, computing, and certain other centers. However, excluded entities such as IFAS and the health sciences centers may have institutes or centers under their purview that are covered by the policies referenced in this document.

Note that exclusions listed include major university medical divisions and student service units. The definitions also exclude faculty support units and auxiliary units.

Proposed Criteria and Definitional Language for Centers and Institutes

UCF’s centers and institutes are formally recognized university entities established to enhance research and possibly educational and/or public service efforts to fulfill the university’s mission and goals. They generally meet the following criteria:

- ✓ The unit coordinates and supports research and/or creative activities (and, accordingly, fits the definition of an organized research unit), and can also conduct instruction/training, public service, and/or other activities.
- ✓ The unit has a distinct mission and activities that are closely tied to the university’s mission and goals.
- ✓ The unit conducts continuing work in a well-defined area, and work that would be more difficult to undertake if the unit did not exist.
- ✓ The university has existing strengths aligned with the unit.
- ✓ The unit’s budget and operations are overseen by the university, and the unit is typically supported, at least in part, by recurring external funding (e.g., from grants/contracts or legislative appropriations).
- ✓ Faculty are not tenured in the unit unless it is also an academic unit such as a college or school.

UCF uses the following definitions to generally distinguish between centers and institutes:

- **Centers** are single or multidisciplinary units organized to support research and, in some cases, other interdisciplinary activities around a specific topic or issue. They are typically characterized by a narrower scope and less autonomy than institutes, they are typically located within colleges/schools or institutes, and they typically have recurring external funding. Some also

- have dedicated administrative staff, commitments from faculty (FTE), and evidence of long-term sustainability.
- **Institutes** are generally multidisciplinary units organized to support research and, in some cases, other interdisciplinary activities around a cluster of related topics or issues. Institutes are generally characterized by more organizational stability, research program autonomy, and a broader scope of focus than centers. They often have recurring external funding from multiple sources, dedicated administrative staff, commitments from faculty (FTE), and evidence of long-term sustainability.

Types of UCF Centers and Institutes

UCF acknowledges the following four types of centers and institutes, distinguished in part by their levels of registration and oversight.

Type 1: State of Florida Centers and Institutes

These centers and institutes meet the definition and requirements listed in “a” from BOG Regulation 10.015 (see above). In some instances they are established as a result of legislative intent. If hosted by UCF, they must be approved by the Office of Research and Commercialization (ORC), the UCF provost, the UCF president, the UCF BOT, and the BOG. They must be registered with the BOG, and are overseen at UCF by ORC. They must submit annual reports to the BOG and to ORC and the UCF provost (or designee), and they must undergo cyclical review at least every five years.

Type 2: State University System (SUS) Centers and Institutes

These centers and institutes meet the definition and requirements listed in “b” from BOG Regulation 10.015 (see above). They must be approved by ORC, the UCF provost, and the UCF president. They must be registered with the BOG, and are overseen at UCF by ORC. They must submit annual reports to the BOG and to ORC and the UCF provost (or designee), and they must undergo cyclical review at least every seven years. These units generally have a primary research, development or capacity building, and/or commercialization mission; some may additionally have a service delivery mission. They are generally supported by legislative line-item appropriations and/or other recurring external funding.

Type 3: UCF Recognized Centers and Institutes

These units are recognized by UCF as centers and institutes and meet UCF’s criteria (see above), but they do not meet the BOG definition and therefore are not registered with or report to the BOG; accordingly they do not submit annual BOG reports or undergo BOG-required cyclical review.

They must be approved by ORC. They must submit annual reports to UCF accounting for their mission and location; ORC determines with their home colleges (and other units, if applicable) the appropriate lines of reporting and oversight. Their range of primary missions includes research and/or creative activity, public service/outreach, and dual research and public service.

Type 4: Exclusions

Because they do not meet BOG and UCF definitions and criteria, UCF views these units as centers or institutes in name only. Accordingly, they do not require state or university-level registration or oversight. However, any unit not already using and wishing to use the term “center” or “institute” in their names must seek and receive approval from Academic Affairs to do so. They are overseen by and report to their UCF home unit (e.g., college, school, and/or department).

Examples of excluded centers and institutes include service units that primarily provide services to the UCF community, research support units for UCF faculty, units that provide student awards and exchanges, public service units without a significant research element, auxiliary units, and buildings or facilities. Existing excluded centers and institutes, and units wishing to use the term “center” or “institute” in their names are strongly encouraged to consider whether the unit meet’s UCF’s definitions and criteria (see above) and whether one of the following designations would be more suitable:

- **Research groups, collaboratives or alliances** are generally groups of investigators aligned around a shared topic or set of topics, but are less formally and tightly connected than clusters.
- **Initiatives** are generally units organized to complete limited-term projects or efforts with specific foci and objectives. They typically do not have separate administrative structures but can involve members of multiple units and distinct resources, budgets, and lines of funding. (*e.g., UCF Literacy Initiative*)
- **Offices** are generally permanent units organized to oversee and administer a specific set of ongoing duties and/or services. They can range from university-level administrative or support units to units that support colleges or departments.
- **Consortia** are generally partnerships among institutions (higher ed, public, private) that cooperate and/or combine resources around a shared problem or issue. (*e.g., Florida Consortium of Metropolitan Research Universities*)
- **Programs**
- **Laboratories**

The following table summarizes UCF’s types of centers and institutes and their corresponding registration, approval, oversight, and reporting requirements:

<i>Level</i>	<i>Registered with BOG?</i>	<i>Approval/Disbandment</i>	<i>Oversight</i>	<i>Reporting</i>
State of Florida	Yes	ORC/Provost/President/CAVP/BOT/BOG	ORC/Provost (Designee)	BOG, Annual & 5
SUS	Yes	ORC/Provost/President (Notify BOG)	ORC/Provost (Designee)	BOG, Annual & 7
UCF Recognized	No	ORC	ORC/College	Annual (Internal)
Exempt	No	AA	Internal Unit	Internal Unit

*Approved by the Faculty Senate Steering Committee on January 11, 2018.
Approved by the Faculty Senate on February 22, 2018.*

Resolution 2017-2018-12 Personal and Family Benefits for Out-of-Unit Faculty

Whereas, a number of personal and family benefits, including paid parental leave, available to in-unit faculty are not available to out-of-unit faculty; and

Whereas, “personal and family polices” was identified in the last COACHE survey as an area that needs improvement at UCF; and

Whereas, a large and growing number of faculty, including in the College of Medicine, are designated as out-of-unit; therefore

BE IT RESOLVED that personal and family policies, including paid parental leave, afforded to in-unit faculty be extended to all out-of-unit faculty.

Approved by the Faculty Senate Steering Committee on February 8, 2018.

Approved by the Faculty Senate on February 22, 2018.

Resolution 2017-2018-14 Faculty Participation on University Committees

Whereas, the University of Central Florida and its Faculty Senate strive for open communication and shared participation on university committees; and

Whereas, it has been recommended to improve faculty morale through broad communication, particularly by faculty involvement in decision making that affects them, and developing a communication plan that considers how faculty get information; and

Whereas, aspiring institutions maintain a clearinghouse of university committees to promote participation, communication, and visibility; and

Whereas, it is the role of the Faculty Senate to serve as the voice of the faculty in university matters; and

Whereas, many university committees do not consult or use the Faculty Senate as a vehicle to identify or solicit the faculty most directly impacted by the committee's charge for university committees, task forces, and/or working groups; therefore

BE IT RESOLVED that the administration develop processes for:

1. Identifying all university committees, task forces, and working groups.
2. Creating and maintaining a single website that lists the membership and committee charge of all university committees, task forces, and working groups.
3. Soliciting faculty participation on university committees, task forces, and working groups.
4. Collaborating with the Faculty Senate Committee on Committees to enable faculty participation on these committees, task forces and working groups.

Approved by the Faculty Senate Steering Committee on February 8, 2018.

Approved by the Faculty Senate on February 22, 2018.

CONTRIBUTIONS

UCF faculty have saved students money using three models:

- 1** Adopting an existing book (OpenStax) to replace the textbook
- 2** Locating copyright compliant, openly accessible course materials
- 3** Using library-sourced ebooks as one-to-one replacements of the current textbook

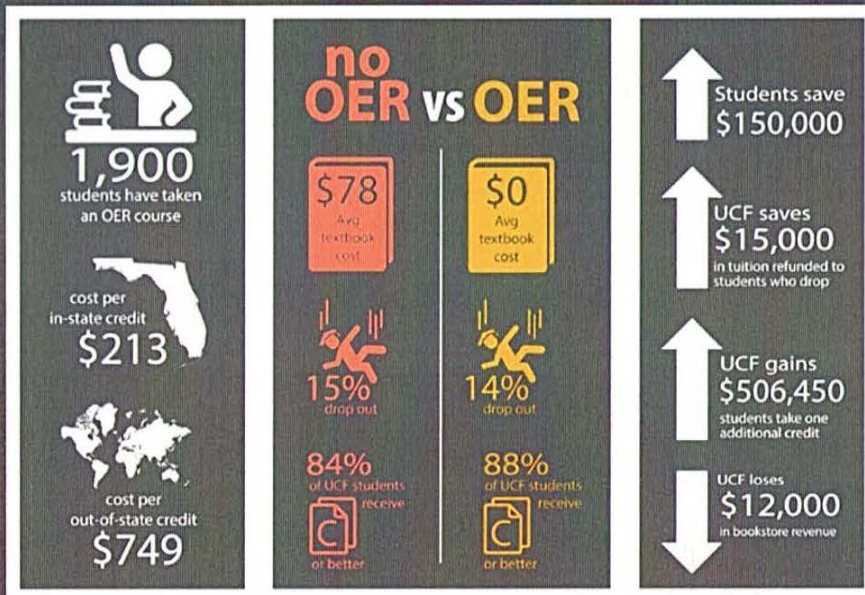
From summer 2016 through fall 2017, TA adoptions facilitated by the working group increased from 2 to 15 faculty, cumulatively reaching 36 course sections and 1,966 students. These adoptions have saved students ~\$150,000.* Now, four academic departments have asked us to look for no/low-cost materials for every textbook assigned in their programs! We will continue to promote TA to faculty through early adopters, presentations, and newsletters.

Further, local survey research indicates that students (n=481) who use OER overwhelmingly found them easy to acquire and use, and also rated them of same or higher quality when compared to traditional texts. Textbook affordability has been identified as a strategic initiative by CDL and a goal by the Libraries. IKM is assisting with a study to investigate student behaviors before and after OER adoption on variables such as course grade, persistence, and course withdrawal rates.

*savings based on cost of new course textbook and number of student enrollments in section

The following values, unique to UCF, were entered into the Lumen Learning Calculator. Impact is calculated based on research by the Open Ed Group which included over 40,000 students from eleven institutions.

- <https://opencontent.shinyapps.io/OER-Impact-Calculator>



GET STARTED

OpenStax (textbooks)

OER Commons

Creative Commons

University of Minnesota Open Textbook Library

MERLOT

The Orange Grove Repository

Lumen Learning Open Courses



guides.ucf.edu/OER

Textbook Affordability SUS 2017 Reports to the BOG

	Faculty assistance for evaluating, developing, and using affordable course materials	Library course reserves	Other programs
USF	TAP website http://tap.usf.edu , and ebooks for the Classroom database (access to 500,000 ebooks that allows for easy selection of a library-supplied ebook), faculty-authored OER texts	\$30,000 annually to purchase two copies of each req'd textbook for courses w/ over 100 students	
FSU	Alternative Textbook Grant Program of \$1,000 to six faculty to support transition of traditional textbooks to open or library-sourced	provides course materials for over 50 GEP courses	Chemistry Dept adopted OpenStax textbook; Mathematics Dept developed lecture outlines, course notes, video clips & problem sets for gen ed courses
UWF	Center for University Teaching & Learning has prepared materials for faculty to use for evaluating and using OER	provides one copy of each textbook req'd for all UG courses; funding provided by Provost's Office (883 textbooks at \$70K)	
FIU	Affordability Counts Initiative to lower the cost of course materials to \$60 or less for 3 credit courses. Over 100 faculty are participating with over 150 courses designated as "affordable courses"		OpenStax institutional partnerprogram to assess and improve OER efforts
UNF	Grant proposal in development for faculty to redesign a course using OER materials		
FAU			Reaching Individual Success & Empowerment (RISE) Program participants receive loaner books; book loaner program in School of Social Work
UF			Ximera open access inst'l materials focused on calculus providing homework and quizzes at no cost to students, replaces WebAssign which costs \$70 for each student

Textbook Affordability Update

Rich Gause, Penny Beile, Sarah Norris (Libraries)
Aimee deNoyelles, John Raible (CDL)

Faculty Senate Meeting
February 22, 2018

Assumptions

- Academic freedom remains a core principle
- Faculty care about student learning
- Faculty select materials that facilitate this

2017 UCF student survey results, n=1,975

% of students indicating that, due to textbook costs, they “frequently” or “occasionally”:

- 53% Did not buy the textbook
- 21% Did not register for a specific course
- 20% Took fewer courses in general
- 19% Earned poor grade due to not buying textbook
- 9% Dropped a course
- 6% Withdrew from a course

Promise of affordable textbooks

“I really like using a free online textbook and think it made things a lot easier and a lot less financially stressful on me. Textbook cost is a huge burden on college students—the cost of a \$50 textbook pays for my groceries for a week or two, gas for a month, my entire utility bill.”

- UCF student

Impacts of textbook affordability programs

- **Students:** better access to course materials = higher grades + increased persistence + quicker time to graduate* = increased student performance and less debt
- **Faculty:** competitive edge + more meaningful engagement = increased student satisfaction and CIP scores.
- **Institution:** strategic planning goals related to student success + lower cost of a college education = better metrics for performance-based funding allocations and legislative compliance

*Lumen Learning (2017). *OER impacts student success*. Retrieved from <http://lumenlearning.com/page/oer-impacts-student-success-metrics/>

Legislative mandate

FL Textbook Affordability Law 1004.085

- Faculty are required to submit textbook orders earlier
- Deadlines are moved up from 30 days to 45 days
- Faculty are encouraged to review content changes in editions
- Faculty are encouraged to adopt OER content
- Requires universities to submit TA reporting to the state

Grassroots efforts: faculty, librarians, IDs

By course level, Summ 2016-Spr 2018, avg textbook cost \$94

	Unique faculty	Sections	Students	Potential savings
2000	9	39	3,126	\$358,214
3000	5	6	346	24,600
4000	3	4	393	25,955
5000	3	5	70	5,680
6000	9	16	371	53,886
	29	70	4,306	\$468,335

-
- BOG textbook report summary
 - USF Faculty Senate involvement
 - Outstripped our capacity to meet requests
 - Next steps??