

Budget & Administrative Committee AGENDA

Meeting Date: **February 7, 2018**

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 January 10, 2018

4. Announcements and Recognition of Guests

5. Old Business

None

6. New Business

- Creative School Accessibility.
The school has a waiting list of 200. The preference is for students to get slots first. The increase in faculty has resulted in an increased need for accessibility to the Creative School. The facility is at maximum capacity.

7. Adjournment

**UCF Faculty Senate
Budget and Administrative Committee**

**DRAFT Minutes of January 10, 2018
College of Sciences, room 221**

Kiminobu Sugaya, Chair, called the meeting to order at 2:10 p.m.

In Attendance: Linan An, Timothy Bottorff, Tina Buck, Thomas Cox, Melissa Dodd, Romain Gaume, Glenda Gunter, Murat Kizildag, Dmitry Kopashchikov, Jackie LaManna, Ann Miller, Laszlo Marosi, David Nickerson, Nina Orlovskaya, Kimi Sugaya, Keri Watson

Absent: Lynda Dennis, Anthony Kong, Obi Nwakanma, Xin Yan

Minutes: Approved from previous meeting with no changes

Guests: Lynn Gonzalez, Finance and Accounting (attending in place of Tracy Clark)

New Business:

IT staff briefly demonstrated how to use the full capabilities of Skype for Business. Remote participants can call in using the Skype for Business client from a computer, or they can dial in by phone. Someone on the committee and in the meeting room simply has to log into the computer, bring up the Skype for Business client, and click on the meeting link through the calendar icon in the program. Then adjust audio, chat, and video settings, if necessary. IT staff are available to help if any issues arise.

Old Business:

Insufficient funding for faculty travel

This committee could propose that the travel program: 1.) increase its budget, 2.) change its criteria, and 3.) change the timing and distribution of funds.

Discussion ensued:

- Shouldn't the colleges fund travel?
- Should "need-based" applications be given more weight than others?
- Should other sources of funding be considered as part of the application process?
- Is the travel program the right way to address faculty travel issues? Should the colleges be more responsible?
- There are issues of equity among colleges and within colleges.
- Student travel is handled through ORC, and the system apparently works well. Could faculty travel be handled similarly?
- Lynn Gonzalez from Finance and Accounting reiterated the emphasis on the New Budget Model at UCF:

- Put more money directly in the hands of Colleges
- Work toward 3- and 5-year budgets and plans
- Hire and retain faculty – more than 200 new faculty have joined UCF over the past 3 years
- Travel is a big part of retaining faculty and achieving research/service expectations – colleges may need to reevaluate travel policies
- What about faculty funding for things other than travel? For example, for article processing charges for publishing in certain journals.
- What are the various sources for faculty travel awards? There is a Faculty Senate University Travel Awards committee. We would like to know more about what they do. Kimi will reach out to the chair of that committee, Justine Tigno-Aranjuez, about speaking at our next meeting.

Topics suggested for next meeting:

Continue the faculty travel discussion, and invite someone from the Faculty Senate University Travel Awards Committee to speak, if possible.

Creative School Accessibility: the school has a waiting list of 200. The preference is for students to get slots first. The increase in faculty has resulted in an increased need for accessibility to the Creative School. The facility is at maximum capacity.

The meeting was adjourned at 3:02 p.m.