

**Faculty Senate
Steering Committee Meeting
Millican Hall, room 395E
Minutes of January 11, 2018**

William Self, chair, called the meeting to order at 4:03 p.m. The roll was circulated for signatures.

MINUTES

Motion and second to approve the minutes of November 2, 2017. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Penny Beile, Scholarly Communication, University Libraries
Rich Gause, Government Documents, University Libraries
Keisha Hoerrner, Teaching and Learning, College of Undergraduate Studies
Katie Wyche, Marketing and Communications, Faculty Excellence
Kristy McAllister, Information/Publication Services, Academic Affairs
Liz Klonoff, Research & Commercialization and College of Graduate Studies

ANNOUNCEMENTS

Welcomed Kent Butler as an interim member serving for Nicole Damico for the Spring semester and Kristine Shrauger as an interim member serving for Richard Harrison.

Resolution 2017-2018-2, 2017-2018-3, and 2017-2018-4 Bylaw changes have been approved by the provost. The duties of the committees have been updated in the Bylaws and on the Faculty Senate website.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Dean Searches

In early December, we announced that associate dean Youcheng Wang will start as the dean of the Rosen College of Hospitality Management August 1, 2018.

Task Forces

The Academic Health Sciences Center (AHSC) task force and the Urban, Innovation, and New Media task force submitted final recommendations on December 19. Final decisions and announcements will be made in January followed by implementation. Additionally, the Faculty Excellence and UCF Global task force submitted their final recommendation in November. An announcement will be made soon. Thanked any faculty members that participated in the task forces.

USA News Ranking

UCF will be ranked #16 in Best Online Bachelor's Programs for 2018. UCF moved up from #36 last year. More than 80% of UCF students take at least one on-line course in any given semester. Almost all of the student credit hour growth for the last decade is due to online courses.

COACHE Survey

The initial COACHE survey was conducted in 2015. In early February, a follow-up survey will be sent out to determine if the initiatives taken show any improvement. The survey will be open for two months. Please encourage your colleagues to complete the survey.

Provost Forums

Two forums were held during the Fall semester on Research and Graduate Studies and Faculty Prominence and Excellence. At the end of last year, research awards were slightly down from the previous year. This year, research awards are up 15% over last year. Dr. Klonoff explained that some funds were missing from the calculation. The research awards have been adjusted for this year and the previous two-years to account for the missing funds. Before the adjustment, research awards were up 38%. The 15% increase this year, represents the increase after the adjustments.

The preeminence goal for Postdoctoral Scholars is 200. UCF has now surpassed 100 Postdoctoral Scholars, up from 66 last year. UCF now has 1,009 tenured and tenure-track faculty, up 25% since 2014. UCF is on track to reach the 50% increase goal of 1,200 tenured and tenure-track faculty by 2020. Currently, about 120 positions are open. We met the goal of 6 national academy members. UCF is taking the lead role to create a Florida Academy of Sciences, Engineering, and Medicine. During 2017, 20% of the 65 tenured and tenure-track new faculty hired were underrepresented. If the 20% underrepresented is maintained over the next three years, we can shift the nature of new faculty.

The forums scheduled for the Spring semester include:

Student Success

Dr. Elizabeth Dooley and Dr. Maribeth Ehasz

Wednesday, February 7, 2018

3:30 – 5:00 p.m.

Morgridge International Reading Center: Global Communications Room

Funding and Philanthropy

William Merck and Michael Morsberger

Tuesday, April 3, 2018

3:00 – 4:00 p.m.

Morgridge International Reading Center: Global Communications Room

The forums will be live streamed or can be viewed in the archive.

Provost College Visits

The half day college visits start with the College of Medicine on February 16. The provost will visit each college to learn what each college is doing to reach college-level goals.

Marchioli Collective Impact Innovation Award

Nominations for an innovative program or project that shows measurable outcomes and can be scaled is now open. Awardees will receive \$5,000 cash or a grant to continue their work. Applications can be submitted at <https://www.ucf.edu/strategic-plan/files/2018/01/UCF-Marchioli-Collective-Impact-Award-Nomination-Form.pdf>. The deadline for an application is March 9.

Collective Bargaining

A tentative agreement was reached yesterday. The union and Board of Trustees will proceed to ratify the agreement. If ratified, all in-unit faculty will receive a 2.25% increase, effective March 23 and a \$1,500 one-time payment on March 16 to make up for the delay. An equity increase was agreed on to bring 9-month and 12-month faculty up to minimum salary. Administrative discretion increases (ADI) will be continued until August. As soon as the agreement is ratified, we will use the ADI to address the equity adjustments for the 80 faculty identified in the salary gender study.

Question: Regarding the Collective Impact award. The university has many awards for individuals and very few for teams or groups.

Answer: A team or group can apply for the Marchioli award. A team received the award in the past, but the primary member received the funds. Kristy McAllister will follow-up on the language in the award announcement.

Question: In the past salary increases were retroactive. Now a flat payment is given. What is the reason for the change?

Answer: Too difficult and costly to do retroactive. The provost encouraged members to talk to the union.

Question: Regarding the task forces. Are you leaning toward one model more than others?

Answer: We will communicate the outcome to everyone at the same time.

NEW BUSINESS

Resolution 2017-2018-9 Faculty Participation on University Committees

The issue of ensuring faculty participation on committees was raised over the summer during leadership meetings with the deans. An Ad Hoc committee was formed to develop the resolution. Many aspirational and peer universities have a website with all committees listed.

Thanked Michelle Kelley, Bari Hoffman-Ruddy, and Kevin Coffey for their work. Now that the resolution is brought to Steering, the Ad Hoc committee is discharged.

Motion to place the resolution on the January Senate agenda. No second is needed since the resolution comes from Steering. The Resolution is open for discussion.

Question: What are we asking for?

Answer: We are asking administration to develop a process to identify all university committees, list the committees in one place, and solicit faculty participation through the Steering Committees on Committees.

Comment: It would also be good to have a way for faculty to indicate an interest in participating.

Question: Are there any limits like university-level opposed to college-level?

Answer: We focused on university-level since it would be too much to ask for every college's committees.

Comment: The deans should operate the same way within their colleges. There have been several instances where a college committee met and formulated a policy or procedure and nobody knew anything about it. If you are going to build an infrastructure, it shouldn't cost a lot to reproduce it for continued use. It would be good to build it in a way that the colleges can easily replicate.

Motion to amend the resolution by adding:

BE IT FURTHER RESOLVED that the Faculty Senate highly recommends the divisions implement a similar process.

No second; motion fails.

Comment: Having databases that someone has to maintain is a significant investment of infrastructure for something we haven't proven is useful. Testing this at the university-level first to even see if it's sustainable might be better before encouraging others to do the same.

Response: When you develop a single program, it's designed differently than for the masses.

Comment: Agree. Colleges have their own governance structure and some mandates are problematic for small units. Don't have a problem testing it at the university level first.

Comment: I don't see the issue of colleges being the same as the content of the resolution.

Response: When you build a system for one issue, then try to adapt it to another problem, it can be just as expensive as the original system. If you build it to be re-used, it usually doesn't cost more. This isn't just an administration problem, it's a problem campus-wide.

Comment: This resolution is specific to faculty participation on university committees. It sounds like you are looking for something broader that would be a separate resolution.

Motion and second made to amend line 20:

“BE IT RESOLVED that ~~the Faculty Senate highly recommends that~~ the administration develop a process for:”

Vote: all in favor; motion passes.

Motion to amend the resolution by adding the following to the BE IT RESOLVED:

4. Any information technology infrastructure be implemented in such a way that other colleges/divisions can easily implement in the future, if they choose.

No second; motion fails.

Motion and second to place the resolution on the January 25 Senate agenda.

Vote: all in favor; motion passes.

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

The Steering Committee agreed at the November 2 meeting to add one A&P employee to the membership of the committee. This resolution is the formal change to the bylaw.

Motion and second to place the resolution on the January 25 Senate agenda. No discussion. Vote: all in favor; motion passes.

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

After the Guidelines for Academic Units was passed, an Ad Hoc Committee was formed to develop guidelines for Centers and Institutes. The members included faculty that have worked in centers and institutes as faculty, and faculty that worked in centers and institutes that moved back into academic units. The group did extensive research and developed recommendations in the resolution and guidelines going forward. Dr. Self expressed special appreciation to Blake Scott for his extensive work on the guidelines, to Liz Klonoff and her team, and Faculty Excellence for all their work.

Dr. Self thanked the members of the Ad Hoc Committee, Kevin Coffey, Damla Turgut, Jim Moharam, Blake Scott, Lei Zhai, David Hagan, Peter Hancock, Kristopher Davis, and Jennifer Kent-Walsh for their work on the resolution. Since the resolution is presented, the Ad Hoc committee is now discharged.

Motion and second to place the resolution on the January 25 Senate agenda. The resolution is open for discussion.

Question: Do we anticipate any push back from the academic units or departments due to funding or budgets?

Answer: Not that we have heard. These are funded faculty that are tenured in the center. The nanoscience faculty have been successfully placed in units. The deans and the departments have been cooperative.

Question: Does this impact a college's ability to be allocated additional faculty lines?
Answer: No.

Motion and second to place the resolution on the January 25 Senate agenda.
Vote: all in favor; motion passes.

Appointment and Selection Committee for the University Excellence in Professional Service Award

The selection committee is comprised of the chair of the Senate and three Steering members. Binders are due to the Faculty Senate Office by January 30. Each member will review and rate the binders in the Faculty Senate Office by February 9. Christie will schedule a one-hour meeting prior to February 15 to review the results. Mindi Anderson, Linda Walters, and Margaret Zaho volunteered.

LIAISON COMMITTEE REPORTS

Budget and Administrative Committee – *Bari Hoffman-Ruddy*

No report.

Information Technology Committee – *Joseph Harrington*

Committee discussed off-cycle courses and the Student Perception of Instruction (SPoI). Discussed courses that don't follow the semester pattern and how the current SPoI structure doesn't work. Students complain that the SPoI blocks them from completing other tasks, so they click it away or don't really answer the questions. Faculty want more information from the results. Questioning faculty to determine what they are comfortable sharing.

Parking, Transportation and Safety Committee – *Margaret Ann Zaho*

The committee met twice since our last meeting. The committee discussed several faculty and commuter parking issues. Parking and Transportation presented a plan to move student resident parking from lots and garages close to the academic buildings and student housing to underused campus parking lots/garages. This will open 700 parking spaces for general use closer to the buildings to help alleviate parking problems for commuter faculty and create more spaces for faculty, staff, and students. Additionally, new bus service to Arden Village apartments that expects 300 student riders increasing available parking spots. In March 2018, 50 staff and faculty spaces will be available after the construction of the Research building on the main campus is completed. Also discussed discuss traffic lights and graduation traffic issues.

Personnel Committee – *Linda Walters*

The committee didn't meet in December. A sub-committee comprised of Martine Vanryckeghem, Linda Walters, Stephen King, and Mason Cash met to discuss Emeritus issues. We reviewed our peer, aspirational, and other State Universities regarding selection and benefits. The institutions comparatively have a huge range. The sub-

committee developed recommendations and a resolution. We are open to comments on the process.

Question: Do we know how many people are University Emeriti?

Answer: No.

Comment: It would be helpful to know where and who is responsible for maintaining a master list of Emeriti since the information is placed in the undergraduate catalog.

Graduate Council – Jim Moharam

Committees are meeting and conducting normal business.

Undergraduate Council – Kevin Murphy

Committees are conducting regular business. Discussed the lack of study abroad policy and UCF as a Hispanic servicing institution. Dr. Hoerrner made a presentation regarding the new curriculum procedures and the new curriculum management system implementation. An Ad-Hoc committee has been formed to develop an Undergraduate Curriculum Policy and Procedure Handbook.

OTHER BUSINESS

Telecommuting Policy

The Work-life Balance Faculty Excellence Advisory Group is requesting a transparent and fair telecommuting policy, especially for the non-teaching/research faculty (CDL, library, etc.). The committee added the topic to the topic list to ensure the issue is captured for the 2018-2019 Senate session.

Senate Operational and Curricular Chairs

This year, the operational and curricular committees have seen an increased need for a backup chair due to conflicts. The Bylaws may need to be updated regarding the absence of a chair.

Question: Can't we fall back on Robert's Rules for guidance?

Answer: The bylaws for each committee specify only a chair is elected annually.

The committee added the issue to the topic list for drafting of a resolution.

Senate Presentations

Penny Beile would like to make a 10-minute presentation to the Senate with an update on Textbook Affordability. The presentation is scheduled for February Senate meeting.

Greg Schuckman would like to provide the Senate with a brief Washington update and the revised federal priorities process. The presentation is scheduled for the January 25 Senate meeting.

Cyndia Muniz, Assistant Director of Hispanic Serving Initiatives would like to make a presentation to update the senators on the status of UCF's Hispanic Serving Institution status. The presentation is scheduled for the February Senate meeting.

Lisa Jones would like to provide an update on the institutionalization of the Collective Impact Strategic Plan. The presentation is scheduled for the March Senate meeting.

Dr. Hitt Retirement

The Senate passed a resolution last year recognizing Dr. Hitt's 25 years of service as president. We may want to bring a resolution forward for the March meeting honoring his service to UCF. If you have any input, please email Bill Self.

Question: Can we turn the resolution into a plaque and maybe have everyone in the Senate sign it?

Answer: Yes.

Discussed inviting Dr. Hitt to the Senate meeting to present him with the plaque and a final update as president.

Steering Guests

The guests waited an hour and a half for the meeting to get to their topic. Is there a way to place topics with guests earlier in the agenda to not waste their time? In the future, we will place guest topics prior to the Liaison Committee Reports.

ADJOURNMENT

Motion to adjourn made and seconded. The committee adjourned at 5:25 p.m.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26

Resolution 2017-2018-9 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 Faculty Senate highly recommends that the administration develop a process for:

1. Identifying all university committees, task forces, and working groups.
2. Creating a clearinghouse of all university committees, task forces, and working groups as identified in 1 above.
3. Soliciting faculty participation on university committees, task forces, and working groups as identified in 1 above with the approval of the Faculty Senate Committee on Committees.

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

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

3
4 **Whereas**, the Faculty & Staff Benefits Committee makes recommendations on policies and programs
5 and other benefits and services provided faculty and staff; and
6

7 **Whereas**, the current membership includes a faculty member from each academic unit, seven USPS staff
8 members, and one retired faculty member and one retired staff member of the UCF Retirement
9 Association; and
10

11 **Whereas**, the Faculty & Staff Benefits Committee recommends modifying the committee membership
12 to include an A&P employee to enable their input to discussion and decisions; therefore
13

14 **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:
15

16 Faculty and Staff Benefits Committee

17 2. Membership

18 The committee shall consist of one faculty member from each academic unit, selected by the
19 Committee on Committees, seven staff members selected by the USPS Staff Council, one A&P
20 employee selected by the Associate Vice President & Chief Human Resources Officer, and two
21 members from the Retiree's Association (one retired faculty and one retired staff) nominated by
22 the president of the UCF Retirement Association. ~~The A~~ benefits coordinator representative
23 from the Office of Human Resources and the Associate Vice President & Chief Human Resources
24 Officer (or designee) director of Human Resources shall serve as ex officio members. The chair is
25 appointed annually by the Associate Vice President & Chief Human Resources Officer ~~director of~~
26 Human Resources from the faculty members of the committee. Terms of service shall be two
27 years, staggered.

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

1 **Resolution 2017-2018-11 Guidelines for Centers and Institutes at the**
2 **University of Central Florida**
3

4 **Whereas**, in 2016-2017 the Faculty Senate passed resolution 2016-2017-14
5 Guidelines for Academic Structure at the University of Central Florida; and
6

7 **Whereas**, these guidelines emphasized the need for tenure to be granted in
8 Departments and Schools within the academic unit structure at UCF (Colleges); and
9

10 **Whereas**, faculty traditionally have tenure homes in academic departments or
11 similar units; therefore
12

13 **BE IT RESOLVED** that the Faculty Senate supports tenure being granted only within
14 established Departments or Schools that fall within an academic college (including
15 Graduate Studies and Undergraduate Studies) at UCF, in line with the previous
16 resolutions of the Faculty Senate. The Faculty Senate urges the administration to
17 work with faculty who are tenured or tenure-earning in a research center or
18 institute to find a tenure home within an academic unit (Department or School
19 within a College); and
20

21 **BE IT FURTHER RESOLVED** that the Faculty Senate supports the following
22 guidelines for centers and institutes at UCF, and that these guidelines be appended
23 to the original guidelines for academic structure at the University of Central Florida.
24 In addition these guidelines are supplementary to the definitions of centers and
25 institute in [BOG Reg 10.015](#) and [UCF Reg 2.035](#).
26

27 **Definitions of Centers and Institutes**
28

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

- 30 a) State of Florida Institute or Center: An entity with statewide mission, that
31 may include two or more State universities, established to coordinate inter-
32 institutional research, service, and teaching across the State University
33 System. State of Florida institutes and centers must be approved by the
34 Board of Governors. State of Florida institutes and centers' operational
35 budgets reside within the bases of their host institutions; additional budget
36 requests must be reviewed by the Council of Academic Vice Presidents
37 (CAVP), and only those with a positive recommendation are carried forward
38 to the Board of Governors for consideration.
- 39 b) University Institute or Center: An entity that is generally established by a
40 single university to coordinate institutional research, service, and/or
41 educational/training activities that enhance existing instruction, research,
42 and service at the university. The budget of a university institute or center
43 and any requests for additional funding are wholly within the purview of the
44 host university.
- 45 c) Exclusions: There are entities that use the term "Institute" or "Center" in
46 their titles, as well as some other service units, that are excluded from this
47 policy. Examples of these units include the Institute of Food and Agricultural

48 Sciences (IFAS); the University of Florida Health Sciences Center; the
49 University of South Florida Health Sciences Center; the Florida State
50 University Health Sciences Center; the Florida Mental Health Institute;
51 incorporated institutes and centers with university affiliations, such as the
52 Institute for Human and Machine Cognition and the H. Lee Moffitt Cancer
53 Center and Research Institute; and university advising, student health,
54 computing, and certain other centers. However, excluded entities such as
55 IFAS and the health sciences centers may have institutes or centers under
56 their purview that are covered by the policies referenced in this document.
57

58 *Note that exclusions listed include major university medical divisions and student*
59 *service units. The definitions also exclude faculty support units and auxiliary units.*
60

61 **Proposed Criteria and Definitional Language for Centers and Institutes**

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

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

78
79 UCF uses the following definitions to generally distinguish between centers and
80 institutes:

- 81 • **Centers** are single or multidisciplinary units organized to support research
82 and, in some cases, other interdisciplinary activities around a specific topic
83 or issue. They are typically characterized by a narrower scope and less
84 autonomy than institutes, they are typically located within colleges/schools
85 or institutes, and they typically have recurring external funding. Some also
86 have dedicated administrative staff, commitments from faculty (FTE), and
87 evidence of long-term sustainability.
- 88 • **Institutes** are generally multidisciplinary units organized to support
89 research and, in some cases, other interdisciplinary activities around a
90 cluster of related topics or issues. Institutes are generally characterized by
91 more organizational stability, research program autonomy, and a broader
92 scope of focus than centers. They often have recurring external funding from
93 multiple sources, dedicated administrative staff, commitments from faculty
94 (FTE), and evidence of long-term sustainability.

95

96 **Types of UCF Centers and Institutes**

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

99

100 ***Type 1: State of Florida Centers and Institutes***

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

109

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

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

120

121 ***Type 3: UCF Recognized Centers and Institutes***

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

126

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

132

133 ***Type 4: Exclusions***

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

140

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

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

167 The following table summarizes UCF’s types of centers and institutes and their
 168 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.