

MEMORANDUM

Date: January 16, 2020
TO: All Faculty Senate Members
FROM: William Self
Chair, Faculty Senate
SUBJECT: Faculty Senate Meeting on January 23, 2020

Meeting Date: Thursday, January 23, 2020
Meeting Time: 4:00 - 6:00 p.m.
Meeting Location: Student Union Key West, room 218

The Faculty Senate Meeting will be live streamed from 4:00 – 6:00 p.m. or until adjournment. Viewing the livestream does not count toward senator attendance.

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of November 21, 2019**
4. **Recognition of Guests**
5. **Announcements**
6. **Report of the Senate Chair**
7. **Report of the President**
8. **Report of the Provost**
9. **Old Business**
None.
10. **New Business**
 - Vote on a resolution brought forward by the Steering Committee on October 3, 2019.
 - Resolution 2019-2020-13 Faculty Senate Bylaw Change – Bookstore Advisory Committee
 - Resolution 2019-2020-19 Supplemental Summer Appointments for Graduate Restricted Registration Classes
 - Discussion on a resolution brought forward by the Steering Committee on November 21, 2019.
 - Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report
11. **Committee Reports**
 - Budget and Administrative Committee – *Shawn Putnam*
 - Information Technology Committee – *Melanie Guldi*
 - Parking, Transportation and Safety Committee – *Ahmad Elshennawy*

- Personnel Committee – *Stephen King*
- Research Council – *Nina Orlovskaya*
- Graduate Council – *Jim Moharam*
- Undergraduate Council – *Peder Hagglund*

12. Campus Climate Report

- *Hispanic-Serving/Minority-Serving Institution Update – Cyndia Muñiz*

13. Other Business

14. Adjournment

Faculty Senate Meeting
Minutes of
November 21, 2019

William Self, chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of October 24, 2019, was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Beverly Seay, UCF Board of Trustees Chair
Albert Pimentel, Storbeck/Pimentel & Associates
Chad Binette, Assistant Vice President, UCF Communications
Jana Jasinski, Vice Provost for Faculty Excellence
Karen Monteleone, Assistant Vice President, Board Relations
Laura Stylianou, Special Assistant to the Board of Trustees
Jayleen Cerda, Nicholson School of Media Today Reporter
Joe Adams, Senior Communications Director, Academic Affairs
Cyndia Morales Muñiz, Assistant Director for UCF's Multicultural Academic & Support services
Stella Sung, Presidential Search Committee member
Chiara Mazzucchelli, 2019-2020 Provost Faculty Fellow

Motion and second to change the order of the agenda to allow Beverly Seay, chair of the UCF Board of Trustees, and Albert Pimentel with Storbeck/Pimentel & Associates to speak first. Dr. Self yielded the floor to Beverly Seay.

Beverly Seay, UCF Board of Trustees Chair

Chair Seay indicated that two search committee meetings had been held. One to select the search firm, and one with Mr. Pimentel providing the search committee with an overview of the process. Several listening sessions have been held and have been scheduled for December and January. Chair Seay encouraged the senators to bring forward any candidates for the search. Chair Seay opened the floor for any questions.

A senator thanked the chair and the Board of Trustees for the Engineering support and support of the Division of Digital Learning to update online courses to aid in the high enrollment courses. The senator raised the continuing salary compression issue and the fact that for 2018-2019, a 1.25% raise was given to faculty when the consumer pricing index is 1.75% with a minimal one-time bonus for this year. This results in continuing compression and faculty salaries falling behind while at the same time, class sizes are doubling and tripling. Also, the senator was informed that money was taken back from the college for this year. The senator asked the chair if the board will address salary compression impacting the faculty that support 68,000 students? The senators applauded. Chair Seay stated that salaries are part of the Collective Bargaining Process, and she will

need to understand why the union is not able to negotiate that amount higher. A senator responded that a 1.25% increase was requested and denied this Fall semester. The chair asked Provost Dooley to explain the funding issues. Provost Dooley indicated that the university negotiated with the union a guaranteed 1.25% with an additional 1.25% contingent of new recurring funds approved by the Florida Legislature. Due to the 1% across-the-board budget reduction eliminated the possibility of the other 1.25% increase. A senator raised the question as to why the chair put forward \$17 million toward facilities to the Board of Governors. Buildings and research programs are being put forward before the faculty when the faculty aren't even keeping up with the consumer price index. The provost understands the concerns and interim President Seymour and the Provost have a meeting next week with the union, of which salaries will likely be a part of the conversation. The provost indicated that the bottom line is, the university did not have new recurring funds to support increases. A senator stated that might be true, but we can reprioritize what we have.

Provost Dooley indicated that the funds withheld from the College of Engineering were across the board. Dr. Dooley reiterated that each college is asked to provide a spending plan for the carryforward funds. UCF has contracted funds, encumbered funds, and a spending plan. The spending plan spanned for three years. The Board of Governors, through Senate Bill 190, now has to approve how the funds are spent. The Board of Governors identified \$39 million in a PECO request that was denied since the university had a large carryforward balance. As a result, the first two years of each college's carryforward plan were held harmless with the third year sacrificed, hoping that funding will be provided in the future. This information was shared with the deans and department chairs. The Provost indicated that the university is no longer allowed to save carryforward E&G funds for future use. The university is undergoing a budget re-design. Each dean has been asked to involve the budget director and department chairs to ensure input regarding the changes. The provost encouraged the senators to express their needs to their department chairs for the needs to be captured.

A senator expressed concern about delegates negotiating the faculty contract on behalf of the Board of Trustees. Suggested the Board of Trustees need to be more involved in the negotiations and the process.

Presidential Listening Session

Board of Trustee Chair Beverly Seay introduced Alberto Pimentel with Storbeck/Pimentel & Associates for an information gathering session to help identify presidential candidates. Mr. Pimentel indicated that he needs feedback to determine what type of candidate is required for UCF. Mr. Pimentel indicated that if additional comments are necessary to please complete the survey monkey request at <https://www.surveymonkey.com/r/SM3J379>, in addition to attending further listening sessions. The discussions today will help build the candidate profile.

Mr. Pimentel asked the senators, from their perspective as faculty, what are the most pressing issues that the next president needs to be prepared to address? Below are the summaries of comments:

- Repair reputation and relationships.
- An advocate for the university and higher education.
- An academic leader with a shared sense of quality education.
- Reduce the faculty to student ratio to improve the quality of education for students to produce high-quality undergraduate students that can enter the workforce.
- A leader that values shared governance and has experienced the benefit of faculty involvement.
- An advocate for faculty that can design, develop, and implement successful programs to ensure faculty have the resources required to educate students and conduct research.
- An experienced leader that understands the top-down structure of Florida higher education with the ability to work outside that structure to tackle significant challenges.
- A leader that can improve the quality of education while preserving the universities' access mission.
- A leader with a vision for what higher education should be in the future.
- Proven track record in acquiring funds, research grant success, taught at all levels and providing service to the institution and community.
- A leader with an academic background with an understanding that the administration's purpose is to help faculty accomplish the goal of educating students.

Mr. Pimentel explained that in recent years, the role of a university president has become more external with the Provost taking on more responsibilities in regards to research, teaching, and service. Mr. Pimentel asked the senators if they are looking for a President that can successfully build a team to accomplish the mission versus a single person with all responsibility? Do you expect the President to spend the majority of time externally dealing with the Legislature, Board of Governors, fundraising, and with the community?

- Build a capable team with the faculty part of that team.
- External relationships are vital but must be internally focused on understanding the needs.
- Proven record of transparency, diversity, and accountability.
- A President that will build a team to administrate and support faculty and put the faculty first.
- Ensure the university has the resources to elevate the lowest-performing student to the expected outcome.

A senator asked if the expectations expressed are outside of what the Board of Trustees is seeking in a President. In response, Mr. Pimentel explained that the Board of Trustees had approved a list of broad criteria. He is gathering the expectations from all constituencies to identify the overlap to identify the candidates needed. In response to a question, Mr. Pimentel indicated that the results of the listening sessions would contribute to the President's job description. The Board of Trustees Leadership Statement approved on July 18, 2019, was distributed to the senators for review. Based on the Leadership

Statement, a senator noted that the fourth bullet indicating “A sense of commitment to undergraduate education” should be a firm commitment to undergraduate education. Comments made that respect and concern for faculty should be added, not just for the role and responsibilities of faculty.

A senator explained that the university transitioned to a research university in the 1990s. The transition meant hiring the best researchers to be the best educators. Some faculty have had to reduce research to increase their teaching load. It is increasingly difficult to hire adjuncts to teach a required course for graduation at such a low pay rate. The difficulty in hiring adjuncts results in a long student waiting list for required courses and delayed graduation. We need a President that will listen to the problems and get the resources required.

A senator noted that “quality” is not found anywhere on the Leadership Statement. Also, the generic nature of the Leadership Statement and not specific to UCF and should be adjusted. In response, Mr. Pimentel indicated the listening sessions are designed to identify better what is needed in candidates. The Board of Trustees Leadership Statement is not the same as a recruitment profile. Mr. Pimentel explained that the process for building the position profile. The position profile includes a description of the university, summarizes the responsibilities of the President, captures the challenges and opportunities specific to UCF, and the qualities and characteristics essential to be successful at UCF. A senator asked why the faculty were not involved earlier? In response, Dr. Self indicated that as a trustee and the chair of the Senate, he has repeatedly encouraged the senators to review the Board of Trustees’ materials and attend meetings. As the chair, he provides a brief update but can’t regurgitate every detail that has occurred over the past month. He is always available to respond to questions or concerns. Dr. Self indicated that the BOT approves a process guide for the presidential selection regardless of when a search is conducted. The Leadership Statement being reviewed is part of that process completed earlier. A senator noted that what was missing is respect for faculty, faculty morale, faculty retention.

In closing, Chair Seay indicated that what she is hearing is that the enrollment and the size of the university have created the challenges. Chair Seay stated that for the past year, she has been asking what size student body UCF needs to run effectively. Task forces have been formed for each challenge to understand better each problem and how to address each problem. In regards to the Enrollment Task Force, Dr. Self is a member and suggested the senators get with Dr. Self regarding the issue to ensure their voice is heard.

ANNOUNCEMENTS

None.

REPORT OF THE SENATE CHAIR

The Board of Trustees met with the search firm last week. Mr. Pimentel described the four phases to the Presidential Search. During this phase, the listening sessions will help the search firm gather feedback to develop a profile of the institution.

The Board of Trustees met yesterday to hear a presentation on the new budget model process and how the budget will be managed in the future. UCF has maintained an incremental budget model in recent years that is not sustainable. A Budget Redesign Committee was formed with faculty and staff proposing a new budget model for the university as a whole, not just the academic budget.

REPORT OF THE PRESIDENT

Interim President is out of town and unavailable to attend the meeting.

REPORT OF THE PROVOST

African American and Hispanic Retention and Graduate Rates

The Provost updated the senators on diversity and UCF students receiving national accolades. In 2019, the Association of Public and Land-grant Universities (APLU) called for a degree completion proposal. UCF was recognized for improving African American and Hispanic retention and graduation rates by significantly outperforming national averages.

Last year, first-year retention rates for African American and Hispanic students exceeded the university's overall retention rate. Over the past decade, UCF made great strides to address the disparity between the retention rates of African American and Hispanic students and their white majority counterparts. The Provost presented statistics for the First time in college (FTIC) 6-year graduation rates for African American and Hispanic students. UCF ranks second among public and private institutions for bachelor's degrees awarded to African American and Hispanic students. The University Innovation Alliance (UIA) is looking at how UCF leveled the playing field and other national initiatives indicating that UCF is a model university for advancing all students. In Fall 2019, UCF exceeded the first-year student retention rate at 91.4%, which is a key metric for obtaining performance funding.

Faculty Excellence and Student Success

Faculty Excellence convened a faculty group to discuss what faculty success means. The first focus group was held last week with Huron as the facilitator. The focus group is identifying three to five priorities to work parallel with the Budget Redesign to identify resources required for faculty success and excellence.

A senator asked the Provost for output statistics (i.e., where the students are going after graduation, how much they are earning) that indicate what the students earned by gaining a degree at UCF. The Provost will gather output statistics for the next meeting.

Question: Does UCF see the same improvement with the 4-year graduation rate?
Answer: Yes, we see the same progress regardless of credits required for degree completion.

A senator discussed the change in the Collective Bargaining Agreement for sabbaticals. Previously, a faculty member had to be continuously employed for six years. Now the six years must be at the time of application in January. Because the CBA was ratified in September, the faculty that were approved for a 2019-2020 sabbatical, must now serve another year before the sabbatical can be taken. Preparation for a sabbatical can mean a year or two of the time invested in arrangements with host institutions, grants, and other arrangements can be lost. Dr. Jansinski indicated that the rules have changed, if you took a sabbatical in 2013-2014, you could apply in 2019-2020 for a 2020-2021 sabbatical. A senator commented that there are not enough sabbaticals to go around. Dr. Jasinski noted that the number of sabbaticals per faculty member is specified in the Collective Bargaining Agreement. A senator commented that a change occurred after the start of the academic year. Typically, if an AESP change is made, it takes effect in the next academic year. Since the CBA started in 2018, faculty that already went on sabbatical have already violated the agreement since it was approved in Fall 2019.

OLD BUSINESS

None.

NEW BUSINESS

Vote on bylaw resolutions brought forward by the Steering Committee on October 3, 2019. The resolutions are up for possible amendments and votes.

- Resolution 2019-2020-6 Faculty Senate Bylaw Change – University Promotion and Tenure Committee Duties.
This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to remove old language requiring an annual report that was exempted in 2010.

Motion and second to approve Resolution 2019-2020-6 Faculty Senate Bylaw Change – University Promotion and Tenure Committee Duties. No discussion.
Vote: All in favor; motion passes.

- Resolution 2019-2020-7 Faculty Senate Bylaw Change – Commencements, Convocations, and Recognition Committee.
This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to include in the duties reviewing proposals to award posthumous degrees. The committee already reviews these proposals.

Motion and second to approve Resolution 2019-2020-7 Faculty Senate Bylaw Change – Commencements, Convocations, and Recognition Committee. No discussion.
Vote: All in favor; motion passes.

- Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership.
This resolution represents a membership change to a Senate Operational committee. Senate Operational committees complete the work of the Faculty Senate. Voting members include faculty with ex officio members serving as a resource. A proposed amendment was distributed with the agenda regarding the resolution. The resolution was brought forward by the Ad Hoc Committee on Bylaw changes to include an instructional designer in the membership as an ex officio member.

Motion and second to approve Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership.

Motion to amend Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership based on the proposed amendment from the Information Technology Committee. Open for discussion.

A senator questioned the change to the vice provost, who would typically appoint an instructional designer anyway. In response, an Information Technology Committee member indicated that the committee duties are broad, and the division has several experts in different areas. The committee wanted to leave it up to the division to appoint the ex officio member instead of specifying a position.

A senator asked if this would reduce the perceptual gap between the quality of online education versus face to face education? It doesn't address the gap; there are other information technology committees that serve different purposes. This change allows experts to enhance the discussion.

Motion and second to approve the proposed amendment to 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership.
Vote: All in favor; motion passes.

Motion and second to approve the amended Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership.
Vote: All in favor; motion passed as amended.

- Resolution 2019-2020-9 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning (FCTL) Committee Membership.
This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to include an instructional designer in the membership.

Motion and second to approve Resolution 2019-2020-9 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning (FCTL) Committee Membership. Open for discussion.

A senator commented that the instructional designer is not the content expert for courses and in favor of the designers being a resource as an ex officio member, but not a voting member. A member asked if the instructional designers teach courses. In response, Dr. Jasinski indicated that some teach as adjuncts. In response to a senator comment, Dr. Self noted that instructional designers are not defined as faculty in the Faculty Constitution. Human Resources and the Board of Governors, both defines the position as faculty. Dr. Self speaking on behalf of the Ad Hoc Committee, indicated that the committee felt that the designers are partners and joint committees include primary stakeholders versus operational committees working for the Senate. Comments made that joint committees have a wide range of voting members.

A senator voiced discontent with online learning for students. Other comments expressed that adding one voting member to twelve faculty won't out-vote the faculty. A member noted that this was discussed at the Steering Committee and whether you agree with online learning or not, these faculty have valuable knowledge to offer. A member questioned why the member is not an ex officio member. The chair of the Information Technology committee noted that the IT committee is an operational committee, and it made more sense for the position to be ex officio. Since the other committees are joint committees, it depends on the duties and the membership. A brief discussion on representation rate, the employees not having tenure or academic freedom. Based on the committee, the designers should have a voting right as the decisions can impact their jobs.

Motion and second made to amend lines 19 and 20 to remove the changes, and insert, "an associate or senior instructional designer" after (or designee) on line 23.

A brief clarification of the amendment process and voting was held. In response to a question, the FCTL did not request the change.

Motion and second to call the question. Vote All in favor; motion passes.

Hand vote for the amendment to Resolution 2019-2020-9 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning (FCTL) Committee Membership: 21 in favor, 17 opposed; motion passes.

Motion and second to approve Resolution 2019-2020-9 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning (FCTL) Committee as amended.

Vote: 29 in favor, 6 opposed; motion passes.

Motion to amend the order of the agenda to immediately discuss Resolution 2019-2020-17 Periodic Faculty Salary Analyses Across the University of Central Florida.

Vote: all in favor; motion passes

- Resolution 2019-2020-17 Periodic Faculty Salary Analyses Across the University of Central Florida.

This resolution is brought forward by the Personnel Committee and requests regular studies every 5-years for salary compression, salary inversion, and salary inequities based on gender/race/ethnicity.

Motion and second to approve Resolution 2019-2020-17 Periodic Faculty Salary Analyses Across the University of Central Florida. No discussion.

Vote: All in favor; motion passes.

- Resolution 2019-2020-10 Faculty Senate Bylaw Change – Library Advisory Committee Membership.

This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to include an instructional designer in the membership.

Motion and second to approve Resolution 2019-2020-10 Faculty Senate Bylaw Change – Library Advisory Committee Membership. Open for discussion.

A senator noted that the committee membership includes students and other members. In response to a question as to how the instructional designers assist the library, a library senator responded that a large number of resources the library provides is online. It is difficult for faculty to include these resources in courses without the assistance of an instructional designer and work with the digital assets. Both library senators are for the inclusion of the instructional designer as a voting member. No other discussion.

Motion and second to approve Resolution 2019-2020-10 Faculty Senate Bylaw Change – Library Advisory Committee Membership.

Vote: All in favor; motion passes.

- Resolution 2019-2020-11 Faculty Senate Bylaw Change – Strategic Planning Council Membership.

This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to include an instructional designer in the membership. No discussion.

Motion and second to approve Resolution 2019-2020-11 Faculty Senate Bylaw Change – Strategic Planning Council Membership.

Vote: All in favor; motion passes.

Discussion of Resolution brought forward by the Steering Committee on October 3, 2019.

- Resolution 2019-2020-13 Faculty Senate Bylaw Change – Bookstore Advisory Committee.

This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions

to modify the duties of the committee to include textbook affordability and textbook adoption and to change the name of the committee. Open for discussion.

A senator asked what the rationale is for adding the duty on line 20. The senator is not sure of the implications of “promoting a culture that values textbook affordability,” and faculty know the cost of textbooks. A senator that worked with the College of Undergraduate Studies regarding research on textbook affordability indicated that it might be more of an awareness campaign regarding the policy prohibiting faculty from reselling instructor copies of textbooks. In response, the senator noted that a campaign is temporary. This change is adding a regular duty of the committee, which raises concerns over any oversight in how faculty select textbooks.

In regards to duty b., a senator asked who is going to educate faculty? Another senator questioned what duty c. means. Dr. Self indicated that answers would be provided to the questions before the next meeting.

A senator noted that another aspect to textbook affordability is using the eBooks that the Library subscribes or buys as textbooks and the options and that the information or videos are appropriately licensed. Making sure the options are clear and available is important.

A senator commented that the committee was a “Bookstore” committee and is now recommended to become a “textbook” committee. Dr. Self noted that the name is just a suggestion. When the Bookstore Advisory Committee was formed, it was to award bookstore scholarships. This change is probably the first revision of the duties of the committee in over ten years. The potential revisions were shared with the bookstore manager and the dean of Undergraduate Studies. Dr. Self noted that, based on the questions, he would get with the bookstore manager and interim dean of the College of Undergraduate Studies for clarification.

A senator suggested that on line 20 striking “by education faculty regarding” and inserting and striking c.

Advance Notification of bylaw change brought forward by the Steering Committee.

- Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report.

This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to change the due date for Joint Committees and Councils annual report from the end of the Spring semester to the 2nd week in August since several committees (Admissions and Standards, Master Planning, and Parking and Transportation) meet over the summer.

COMMITTEE REPORTS

Budget and Administrative Committee – *Steven Collins for Shawn Putnam*

The committee met yesterday and made the new Steering Committee issue # 25 the top priority, which is to understand the ratio of the budget that goes to administration versus instructional. The information can be murky, depending on how you look at it. The committee is looking into library funding and building and maintenance procedures. Dr. Putnam is also on the Budget Redesign Task Force. The B&A committee and Budget Redesign Committee meetings are open meetings. The committee chair requests attendance to obtain feedback.

Information Technology Committee – *Melanie Guldi*

The committee met three times since the last update. The committee formulated the amendment to the Information Technology Committee Resolution presented today, identified no resolutions over the past five years that have been denied for review, and discussed the issue of email once a faculty member leaves the university.

The Collective Bargaining Agreement indicates a faculty member has access for six months before being sent to a knights.ucf.edu mail account. The committee is trying to determine if that six-month deadline can be extended and the legalities around the issue. The General counsel will attend the next meeting to answer some questions.

A senator asked if the six months can't be extended, can the email be permanently forwarded? The IT committee has the same question. The Personnel Committee commented that they have the same issue and was told that if you are Emeritus and a lousy person, using the.ucf.edu would be bad for the university, but if you have the knights.ucf.edu that is acceptable. The Personnel Committee would like Emeritus to keep their ucf.edu email account or permanently forwarded.

Parking, Transportation and Safety Committee – *Daniel Topping for Ahmad Elshennawy*

No report.

Personnel Committee – *Stephen King*

Emeritus Policy revisions are available for comment until tomorrow. One of the comments indicates you can keep your personal email but not the university email. Feel free to comment on the UCF Policy page regarding Emeritus. The committee passed a new resolution for summer supplement salary.

Research Council – *Nina Orlovskaya*

No report.

Graduate Council – *Jim Moharam*

No report.

Undergraduate Council – Robin Back for Kelly Semrad

The Undergraduate Policy and Curriculum Committee meeting was canceled due to a lack of agenda items. The Undergraduate Course Review Committee was unable to make a quorum but did receive an update on the Curriculog system. It is anticipated that a new vendor will be chosen by the Spring semester. The implementation date is unknown.

CAMPUS CLIMATE REPORT

None.

OTHER BUSINESS

The Ad Hoc Committee on Faculty Governance has formed a subcommittee on Service. The subcommittee is looking for any faculty interested in serving on the committee. Members will address:

1. Service loads and process.
2. Support of Senate and operational committees.
3. Faculty time accounting for service.

We have identified several faculty, but need more participation. Dr. Self noted we need members to determine how to appreciate service at all levels of the university better.

A senator asked the Budget and Administrative Committee to look into the rate of pay increases for administration to identify if the pain of lack of pay increases is being felt across the university. Dr. Self noted that the Steering Committee could address the question.

Dr. Self noted that more listening sessions would be offered in the first week of December and January. The document that is developed describing the challenges for a new President isn't developed until January. The online survey can be submitted with feedback.

In regards to administration raises, a senator suggested reaching out to the union representatives since they have access to the information.

ADJOURNMENT

Motion to adjourn made and seconded. The committee adjourned at 6:20 p.m.



UNIVERSITY OF CENTRAL FLORIDA

HSI Update 2020

Faculty Senate | January 23, 2020 | 4:00 – 6:00 PM

Presenter: Dr. Cyndia Morales Muñoz | Director, HSI Culture and Partnerships

Contact Information: Cyndia.Muniz@ucf.edu | HSI@ucf.edu | (407) 823 – 0524

Website: <https://diversity.ucf.edu/hsi-homepage/>

Defining HSIs, MSIs and MIs

- Hispanic-Serving Institutions are a type of Minority-Serving Institution (UCF is already considered a Minority-Serving Institution, because we are a Hispanic-Serving Institution).
- Examples of Minority-Serving Institutions include: Historically Black Colleges and Universities; Asian American and Native American Pacific Islander-Serving Institutions, Tribal Colleges, etc.
- Minority-Serving Institutions and Minority Institution are defined differently and are often used interchangeably by federal agencies.
- “Minority Institution” is defined as an institution of higher education whose enrollment of a single minority or a combination of minorities exceed 50 percent of the total enrollment.

Hispanic/Minority Serving Institution Funding Programs

- Several Federal Agencies offer HSI and/or MSI Grant Programs – U.S. Department of: Education, Defense, Agriculture, etc.; National: Science Foundation, Endowment for the Humanities, Institutes of Health, etc.
- [HSI/MSI Targeted Research Alerts](#), [Funder Tool Kits](#), [Serving Statement \(Certification\)](#)

Director, HSI Culture and Partnerships

- Strategic leadership in the development and execution of UCF’s Hispanic-Serving Institution goals and policy.
- Authorized Signatory – Processes HSI/MSI Certification Forms
- Limited Submission Proposal Reviewer – HSI Grant Competitions (NSF, USDA, NEH, etc.)
- PI – Developing Hispanic Serving Institutions Program (Title V, Part A)
- University representative for national partnerships with a focused mission on HSIs.



Developing Hispanic Serving Institutions Programs (Title V, Part A)

- **Purpose:** The DHSI Program provides grants to assist Hispanic-Serving Institutions (HSIs) to expand educational opportunities for, and improve the academic attainment of, Hispanic students. DHSI Program grants enable HSIs to expand and enhance the academic offerings, program quality, faculty quality, and institutional stability of colleges and universities that are educating the majority of Hispanic college students and help large numbers of Hispanic students and other low-income individuals complete postsecondary degrees.
- **Competitive Preference Priority** – Projects that are designed to address at least one of the following priority areas:
 - (a) Improving collaboration between education providers and employers to ensure student learning objectives are aligned with the skills or knowledge required for employment in in-demand industry sectors or occupations.
 - (b) Providing work-based learning experiences (such as internships, apprenticeships, and fellowships) that align with in-demand industry sectors or occupations.
- Faculty Development Feedback

HSI Philosophy

- Our emphasis is SERVING students.
- We value intentionality, intersectionality, and inclusivity.
- Our HSI identity is an additional aspect of who we are (Not only, but also).
- We approach this work as both/and, not either/or.
- Our goal is to be the national model of an inclusive HSI campus culture.

Upcoming HSI Conferences

[Alliance of Hispanic Serving Institution Educators \(AHSIE\)](#)

March 8 – 11, 2020

Florida Atlantic University

[Hispanic Association of Colleges and Universities \(HACU\)](#)

October 31 – November 2, 2020

Disney Coronado Springs Resort

1 **Proposed Amendments by the Personnel Committee to**
2 **Resolution 2019-2020-19 Supplemental Summer Appointments for**
3 **Graduate Restricted Registration Classes**
4

5 **Whereas**, the College of Graduate Studies exceeded 10,000 students for the first time in AY
6 2019 and continues to grow; and
7

8 **Whereas**, instruction of thesis and dissertation students, whether a Fall, Spring, or
9 Summer semester, is within the course and scope of paid employment of approved
10 Graduate Faculty; and
11

12 **Whereas**, College of Graduate Studies thesis and dissertation students ~~not supported by~~
13 ~~sponsored research desiring required~~ to register for Restricted Registration courses in a
14 Summer semester expect to (1) receive instruction from their chosen and approved
15 Graduate Faculty ~~instructor; committee chair~~, (2) make tuition payments to UCF for that
16 instruction, and (3) produce Student Credit Hours that add to State of Florida SCH-based
17 supplemental E&G funding of the University; and
18

19 **Whereas**, University of Central Florida BOT-UFF Collective Bargaining Agreement (CBA)
20 paragraph 8.6 (d) states, “Supplemental summer appointments shall be made in
21 accordance with Section 1012.945, Florida Statutes (the "twelve hour law")” which
22 mandates assignments and hence compensation be “in proportion to 12 classroom hours”;
23 and
24

25 **Whereas**, while some Colleges issue proportional supplemental summer appointments for
26 thesis or dissertation supervision, others refuse to do so; and
27

28 **Whereas**, Graduate Faculty ~~that supervise their graduate students~~ without a summer
29 supplementary appointments ~~are uncompensated while Graduate Faculty without an~~
30 ~~appointment who do not supervise in the summer leave thesis and dissertation students~~

31 ~~faced with finding alternative support or requesting a~~ have to supervise their own thesis
32 and dissertation graduate students without compensation, or force those graduate students
33 to find an alternative mentor or require those students to take a leave of absence; and

34
35 **Whereas**, the Sr. Associate Dean & Director of Interdisciplinary Studies College of Graduate
36 Studies identified “difficulties that we are faced with regarding 9-month students who have
37 12-month responsibilities and the need for faculty to serve as mentors during their “off”
38 months” and expects resolution “will require changes in CGS policy, Faculty Senate and
39 perhaps with the union”; and

40
41 **Whereas**, in contrast to ~~fore mentioned~~ the aforementioned situation, the University of
42 Central Florida Division of Digital Learning currently offers equitable opportunity for
43 Faculty to receive a proportional supplemental summer appointments for the Course
44 Redesign Initiative; therefore

45
46 **Be it Resolved** that the Provost in consultation with the Dean of the College of Graduate
47 Studies develop a compensation policy in accordance with the proportionality provisions of
48 Section 1012.945, Florida Statutes (the "twelve hour law") and administer procedures that
49 enable Graduate Faculty not supported by external research funding or summer teaching
50 appointment to apply for a supplemental E&G summer appointment if they have their own
51 thesis or dissertation students ~~not supported by external research funding~~ seeking
52 enrollment in one or more ~~Restricted Registration courses, and if they are without a~~
53 ~~summer supplemental appointment or if an existing summer supplemental appointment~~
54 ~~FTE is not proportional to assigned classroom contact hours required~~ summer restricted
55 thesis or dissertation classes.

56
57 *Approved by the Personnel Committee on January 15, 2020.*

1 **Resolution 2019-2020-13 Faculty Senate Bylaw Change –**
2 **Bookstore Advisory Committee**

3
4 **Whereas**, the University Bookstore Advisory Committee was formed in 1999 to advise the Bookstore
5 management concerning materials and services needed by all segments of the University community;
6 and

7
8 **Whereas**, the duties of the committee were updated to include the selection of textbook scholarships
9 in 2010; and

10
11 **Whereas**, meeting textbook adoption legislative requirements and improving textbook affordability
12 are issues relevant to the State of Florida, the university, and faculty and students; therefore

13
14 **BE IT RESOLVED** that the bylaws for the Bookstore Advisory Committee be modified to include
15 changing the name of the committee to reflect the broader topic as follows:

16 **University Bookstore Advisory Textbook Committee**

17 1. Duties and Responsibilities.

- 18 a. To review and recommend to the dean of the College of Undergraduate Studies
19 procedures to meet textbook adoption deadlines and requirements.
20 b. To promote a culture that values textbook affordability by educating faculty regarding
21 the economic impacts of textbook costs for students.
22 c. To respect the faculty member’s expertise in choosing appropriate curriculum materials
23 while highlighting the cost-effectiveness for students.
24 d. ~~To recommend policies that will foster a cooperative, mutually productive and beneficial~~
25 ~~relationship between the bookstore and its customers in the university community.~~
26 e. To develop scholarship selection criteria, review applications, and select scholarship
27 recipients each year to receive free course textbooks and other awards for each
28 semester from the university Bookstore.

29
30 2. Membership.

31 The committee shall consist of one faculty member from each academic unit (selected by the
32 Committee on Committees), one associate or senior instructional designer from the Center for
33 Distributed Learning, two staff members (nominated by the USPS Staff Council), one student
34 (nominated by the president of the Student Government Association), one representative from
35 ~~Academic Affairs~~ the Faculty Center for Teaching and Learning, one representative from the
36 University Libraries, the bookstore manager, and the ~~director of Business Services dean of the~~
37 College of Undergraduate Studies (or designee). The dean of the College of Undergraduate
38 Studies (or designee) ~~bookstore manager~~ shall identify ex officio members. The chair and vice
39 chair shall be elected annually from its faculty membership. Terms of service shall be two years,
40 staggered, with the exception of the student member, who shall serve for one year.

1 **Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and**
2 **Councils Annual Report**

3
4 **Whereas**, Bylaws Section VIII. Specifies that Joint Committees and Councils shall submit an
5 annual report by the end of the spring semester; and

6
7 **Whereas**, the Admissions and Standards, University Master Planning, and the Parking and
8 Transportation committees meet during the summer to conduct business; and

9
10 **Whereas**, this results in the annual reports not being submitted until the Fall semester;
11 therefore

12
13 **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:

14
15 **Bylaws Section VIII. Joint Committees and Councils**

16
17 Each committee will maintain minutes of its meetings and the chair of each committee shall
18 forward (except for University Athletics Committee, and the University Promotion and Tenure
19 Committee), in a timely manner, copies of meeting agendas and minutes to the chair of the
20 Faculty Senate. ~~By the end of the spring semester, e~~Each committee will submit a brief written
21 annual report of its activities to the chair of the Faculty Senate by the end of the second week
22 of August each year.

Approved by the Faculty Senate Steering Committee on November 7, 2019.

1 **Resolution 2019-2020-19 Supplemental Summer Appointments for**
2 **Graduate Restricted Registration Classes**

3
4 **Whereas**, the College of Graduate Studies exceeded 10,000 students for the first time in AY
5 2019 and continues to grow; and

6
7 **Whereas**, instruction of thesis and dissertation students, whether a Fall, Spring, or
8 Summer semester, is within the course and scope of paid employment of approved
9 Graduate Faculty; and

10
11 **Whereas**, College of Graduate Studies thesis and dissertation students not supported by
12 sponsored research desiring to register for Restricted Registration courses in a Summer
13 semester expect to (1) receive instruction from their chosen and approved Graduate
14 Faculty instructor; (2) make tuition payments to UCF for that instruction, and (3) produce
15 Student Credit Hours that add to State of Florida SCH-based supplemental E&G funding of
16 the University; and

17
18 **Whereas**, University of Central Florida BOT-UFF Collective Bargaining Agreement (CBA)
19 paragraph 8.6 (d) states, “Supplemental summer appointments shall be made in
20 accordance with Section 1012.945, Florida Statutes (the "twelve hour law")” which
21 mandates assignments and hence compensation be “in proportion to 12 classroom hours”;
22 and

23
24 **Whereas**, while some Colleges issue proportional supplemental summer appointments for
25 thesis or dissertation supervision, others refuse to do so; and

26
27 **Whereas**, Graduate Faculty that supervise their graduate students without a summer
28 supplementary appointments are uncompensated while Graduate Faculty without an
29 appointment who do not supervise in the summer leave thesis and dissertation students
30 faced with finding alternative support or requesting a leave of absence; and

31

32 **Whereas**, the Sr. Associate Dean & Director of Interdisciplinary Studies College of Graduate
33 Studies identified “difficulties that we are faced with regarding 9-month students who have
34 12-month responsibilities and the need for faculty to serve as mentors during their “off”
35 months” and expects resolution “will require changes in CGS policy, Faculty Senate and
36 perhaps with the union”; and

37

38 **Whereas**, in contrast to fore mentioned situation, the University of Central Florida Division
39 of Digital Learning currently offers equitable opportunity for Faculty to receive a
40 proportional supplemental summer appointments for the Course Redesign Initiative;
41 therefore

42

43 **Be it Resolved** that the Provost in consultation with the Dean of the College of Graduate
44 Studies develop a compensation policy in accordance with the proportionality provisions of
45 Section 1012.945, Florida Statutes (the "twelve hour law") and administer procedures that
46 enable Graduate Faculty to apply for a supplemental E&G summer appointment if they
47 have thesis or dissertation students not supported by external research funding seeking
48 enrollment in one or more summer Restricted Registration courses, and if they are without
49 a summer supplemental appointment or if an existing summer supplemental appointment
50 FTE is not proportional to assigned classroom contact hours.

Approved by the Personnel Committee on November 20, 2019.

Approved by the Faculty Senate Steering Committee on January 9, 2020.