

# MEMORANDUM

**Date:** January 2, 2020  
**TO:** All Faculty Senate Steering Committee Members  
**FROM:** William Self  
Chair, Faculty Senate  
**SUBJECT:** **STEERING COMMITTEE MEETING on January 9, 2020**

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Meeting Date: Thursday, January 9, 2020  
Meeting Time: 4:00 - 6:00 p.m.  
Meeting Location: Millican Hall, room 395E

## A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of *November 7, 2019***
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**  
None.
7. **New Business**
  - Resolution 2019-2020-19 Supplemental Summer Appointments for Graduate Restricted Registration Classes
  - Appointment of selection committee for the University Excellence in Professional Service Award
8. **Committee Reports**
  - Budget and Administrative Committee – *David Mitchell*
  - Information Technology Committee – *Joseph Harrington*
  - Parking, Transportation and Safety Committee – *Nicole Dawson*
  - Personnel Committee – *Linda Walters/Kristine Shrauger*
  - Research Council – *Nina Orlovskaya*
  - Graduate Council – *Jim Moharam*
  - Undergraduate Council – *Peder Hagglund*
9. **Other Business**
10. **Adjournment**

**Faculty Senate**  
**Steering Committee Meeting**  
**Millican Hall, room 395E**  
**Minutes of November 7, 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 17, 2019, was made and seconded. The minutes were approved as recorded.

**RECOGNITION OF GUESTS**

Chiara Mazzucchelli, 2019-2020 Provost Faculty Fellow  
Joe Adams, Senior Communications Director, Academic Affairs  
Jana Jasinski, Vice Provost for Faculty Excellence  
Jayleen Cerda, Nicholson School of Media Today Reporter  
Lucretia Cooney, Associate Director, Faculty Excellence

**ANNOUNCEMENTS**

John Venecek, with the Library, has been appointed to the University Policies and Procedures Committee, replacing Rebecca Bennett. Dr. Self noted that as a result of [Resolution 2017-2018-14 Faculty Participation on University Committees](#), the University Policies and Procedures Committee now allows for two faculty members.

Last week, a Florida Board of Governors (BOG) meeting was held at the University of Florida. Instead of voting on the allocation of the 2020-2021 Legislative Budget Request, a BOG Budget and Finance Committee meeting was scheduled for Tuesday at Florida Gulf Coast University. The BOG appointed new trustees to the universities, with about twelve being women.

In response to a question, Dr. Self noted that the meeting at Florida Gulf Coast was communicated at the meeting and was not previously scheduled. An all-day BOG Budget and Finance workshop was held at UCF at the beginning of October to discuss the allocation of the budget request. The Provost indicated that the BOG is implementing the Universities of Distinction. UCF submitted a \$22 million budget request, but the BOG is only requesting \$12 million from the legislature. This meeting allows each university to provide the details regarding how the original request can be implemented based on the \$12 million being requested from the legislature.

Two members of the Steering Committee were appointed to the Presidential Search Committee. The initial meeting was held on Tuesday to interview five search firms, followed by a discussion of each firm's strengths and weaknesses. The initial meeting was livestreamed and can be viewed at <https://youtu.be/jLpcqh-BLNQ>. Chair Seay selected Storbeck/Pimentel & Associates during a teleconference meeting Wednesday

after obtaining input from the Search Committee. Several listening sessions will be scheduled to seek input from students, faculty, staff, alumni, and the community.

A member asked about the BOG being more selective on new program proposals. Dr. Self noted that doctoral programs go to the BOG as voting items. Undergraduate programs are not voted on by the BOG. The Provost indicated that four to five doctoral programs across the State University System were presented, but only one was reviewed and approved. The other proposals were returned to the institutions. The Provost will be meeting with BOG staff to identify the unwritten expectations of programs. In regards to doctoral programs, the BOG is relating programs to workforce needs. If the proposal doesn't clearly state the workforce impact, it is returned.

## **OLD BUSINESS**

None.

## **REPORT OF THE PROVOST**

### Dean Searches

Theodorea Regina Berry has been named vice provost for Teaching and Learning and dean of the College of Undergraduate Studies. Dr. Berry will start her new role at UCF on January 2, 2020.

Recommendations from the College of Optics and Photonics dean search are expected this week. Dean Bahaa plans on taking professional development leave this Spring.

Barry Baker has announced his retirement from the University Libraries. We will be discussing the possibility of having a dean of the Libraries, and it appears the employees are also interested in the prospect.

## **NEW BUSINESS**

### Resolution 2019-2020-15 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 2019-2020-15 Periodic Faculty Salary Analyses Across the University of Central Florida for the November 21 Senate agenda. No discussion.

Vote: All in favor; motion passes.

**Note:** The resolution number was changed to 17 due to the numbering being out of sequence.

Resolution 2019-2020-16 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report

This resolution is brought forward by the Ad Hoc Committee on Bylaw Revisions to better align the due date for annual reports from the end of the Spring semester to the second week in August. The change is necessary since several committees meet during the summer.

Motion and second to approve Resolution 2019-2020-16 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report for the November 21 Senate agenda. No discussion.

Vote: All in favor; motion passes.

**Note:** The resolution number was changed to 18 due to the numbering being out of sequence.

**LIAISON REPORTS**

Budget and Administrative Committee – David Mitchell

The committee has not met since the last update.

Dr. Self noted that Beverly Seay, chair of the Board of Trustees, will be attending the November 21 Senate meeting. It was suggested at the October 24 Senate meeting that Dennis Crudele attend the next meeting to be able to answer questions. Provost Dooley will see if Mr. Crudele is available to attend.

Information Technology Committee – Joseph Harrington

The committee met twice since the last update. Dr. Harrington noted that his previous concerns expressed are on hold. The committee voted on an amendment to the Bylaw change resolution for the membership of the committee and eliminated the reference to “his/her” in front of designee to be more sensitive to gender issues. Dr. Harrington suggested Steering consider a blanket change throughout the bylaws.

Discussed the issue of losing your professional network of colleagues when faculty leave the university (not retiring) and access to years of information in email. Providing knights mail doesn’t help. Almost all the committee members noted that they are still able to get forwarded mail from their previous institutions. The committee is in the process and developing a resolution.

The committee is working on a resolution regarding no-reply emails assigned by Steering and including broadcast emails. The committee discussed creating a dashboard in myUCF that would allow you to opt-in or opt-out of certain communications to allow faculty more control on the mail each individual receives. The idea was well-received by UCF IT.

Discussed Linux support, including email access and desktop support. Reviewing and discussing with UCF IT and the Linux team. Held a brief discussion regarding when and how it is appropriate for UCF IT to track users of our websites and services. The second meeting was spent developing resolutions to be presented at the next meeting.

Parking, Transportation and Safety Committee – Nicole Dawson

The committee has not met since the last update. The committee did receive a newly assigned topic regarding back-in parking and will discuss the issue at the next meeting.

Personnel Committee – Kristine Shrauger

The committee worked on the resolution presented today.

Research Council – Nina Orlovskaya

The committee met November 4 and discussed the definition of Centers and how to evaluate the Centers. Formed a subcommittee to review IT security policies. Extensive discussion held regarding predatory journals emailing faculty to publish and how to advise junior faculty to ensure they publish in journals appropriate for tenure and promotion. The committee discussed possibly adding information during orientation, at the department level, and possible podcasts.

The committee reviewed a National Institutes of Health (NIH) funding chart comparing Florida institutions. The committee discussed the University of South Florida and Florida International University's funding level as compared to UCF's lower funding level. Considered how clinical trials bring in high dollar amounts that UCF doesn't get. Dr. Klonoff would like to talk to the Veteran's Administration regarding potential funding. Briefly discussed financial opportunities for non-sponsored research faculty and the seed funding. In response to a question raised during the last Senate meeting, Dr. Klonoff indicated that seed funding would be impossible to support seed funding without the college/department match. Dr. Self suggested that it would be more informative to compare total grant dollars to the total per active faculty research submissions instead of just totals per institution.

In response to a question, Nina indicated that the IT Security committee is in the process of being formed and not on the Provost's university-wide committee's website.

Graduate Council – Jim Moharam

The committees met at least twice. The Graduate Policy Committee approved a policy exception for senior faculty recruited that bring "trailing students" to allow 67% of credit hours to be transferred to the degree.

Undergraduate Council – Kelly Semrad

The Undergraduate Policy and Curriculum Committee voted on a process to evaluate transfer credits. The Undergraduate Course Review and Curriculum Committee held its first meeting on November 5 and approved five courses. The committee was updated on the status of leaving Curriculog and finding a new vendor. Only special topics and courses needed for new programs will be manually submitted until further notice.

## **OTHER BUSINESS**

Dr. Self asked the members if the Steering Committee should be the nominator of faculty for university committees, if a nominations committee should be formed, or if the Committees on Committees should nominate as a subcommittee of Steering. Steering needs a regular process for nominating faculty on committees outside of the regular Senate committee staffing over the summer. A brief discussion was held regarding how the service interest survey has made the committee staffing process easier. Each representative has a process within each college, and to bring in another person might be too confusing. The consensus is to leave the nominations with the Committees on Committees.

It was noted that we still need a better way of getting faculty that are particularly skilled and interested in a committee. That might mean going to get them, and maybe it's through the Faculty Senate representatives to identify colleagues or to have discussions with chairs. The current process reached out to all faculty and received a better response.

## **ADJOURNMENT**

Motion to adjourn made and seconded. The committee adjourned at 4:55 p.m.

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

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

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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

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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

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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

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

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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

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

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

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

*Approved by the Personnel Committee on November 20, 2019.*