

Faculty Senate Meeting
Minutes of
March 21, 2019

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

MINUTES

Motion and second was made to approve the minutes of February 20, 2019, and February 21, 2019.

Motion and second to amend the minutes of February 20 on page 5, second paragraph:
Comment: I was here when Steve Altman was President. It was very disappointing that Altman had to step down. In the end, UCF did better. What concerns me is the comment in the Orlando Sentinel by House Speaker Oliva indicating, ~~that UCF has made a major step in repairing relationships with the legislature and the university.~~ “Today, President Whittaker took a major step towards repairing the relationship between UCF and the legislature. While there are several who shoulder more of the blame for the improper spending that occurred at UCF, President Whittaker knows, ultimate responsibility rests with the executive”.

Vote: all in favor; motion passes.

Motion and second made to amend the minutes of February 21 for various grammatical corrections.

Vote: all in favor; motion passes.

Motion and second made to approve the minutes of February 20, 2019, and February 21, 2019 as amended.

Vote: all in favor; motion passes. The minutes were approved as amended.

RECOGNITION OF GUESTS

Joe Adams, Senior Communications Director, Office of the Provost

Elizabeth Klonoff, Vice President for Research and Dean of the College of Graduate Studies

Allison Hurtado, Assistant Director of Marketing and Communications, Faculty Excellence

Jana Jasinski, Vice Provost for Faculty Excellence

Devon Jensen, Associate Dean for the College of Graduate Studies

Gary LaPage, Instructor, Nicholson School of Communication and Media

Briant Coleman, Associate Vice President for Strategic Initiatives, Communications and Marketing

ANNOUNCEMENTS

Dr. Self thanked the departing and returning senators for their work during the Senate session. Today marks the last Senate meeting for the 2018-2019 academic year.

Automatic Updates to the Faculty Constitution and Bylaws

The Constitution and Bylaws have been automatically updated in regards to administrators with double titles to specify the single title that describes the administrator including:

- vice president for Information Technology and Resources and chief information officer was changed to vice president for Information Technology and Resources.
- vice provost for Teaching and Learning and dean of the College of Undergraduate Studies was changed to dean of the College of Undergraduate Studies.
- vice president for Research and dean of the College of Graduate Studies was changed to either dean of the College of Graduate Studies or vice president for the Office of Research as appropriate to the committee.
- associate vice president and Chief Human Resources Officer was changed to associate vice president for Human Resources.
- provost and vice president was changed to the provost and vice president for Academic Affairs.

Board of Trustees Meeting Update

The Board of Trustees met today to address the termination contract for President Whittaker, approve Dr. Seymour as the long-term interim president for the Board of Governor's approval, and the decision to remove former President Hitt's performance contract payments. An intense discussion was held over the hiring of a faculty member with tenure. Dr. Self suggested the senators review the minutes when published and contact him if they have any further questions.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Carryforward Spending Plan

The provost indicated that for the first time the carryforward spending plan had to be approved by the Board of Trustees (BOT) and the Board of Governors (BOG). The BOG requested UCF revisit the spending priorities and work with BOG staff members. The Board of Trustees approved the \$80.6 million revised carryforward spending plan. Part of the spending plan helps to advance faculty excellence, student success, and continuous improvement. Of the \$80.6 million, \$20.6 million is directed to deferred maintenance. The remaining \$60.6 million is directed to the six categories preferred by the BOG. The categories include academic and student affairs, student financial aid, student welfare, information technology, campus safety and security, and deferred maintenance. The colleges had an opportunity to submit plans on how to spend carryforward across these categories. The original \$40 million Constellation Fund has been eliminated and replaced with \$16.8 million in student financial aid initiatives. The financial aid initiative consists of upper division scholarships to help juniors and seniors complete their degrees, support the Top Ten Knights scholarship program to recruit top first time in college students and Charge on 15 which is a financial assistance program. The revised carryforward spending plan will go to the BOG on March 28.

Enrollment Strategies Team

The interim president and provost are forming an enrollment strategies team to look strategically at enrollment. The chair of the Senate will be contacted for representation. The enrollment strategy may include reducing transfer students that haven't completed their associate's degree and increasing first time in college enrollment to keep enrollment flat instead of increasing enrollment by 2% every year.

UCF Ranking

US News & World Report ranked twenty-seven UCF graduate programs in the top 100; up from eighteen programs in 2017. Thirty-five graduate programs are included in the 2020 Best Graduate Schools education. UCF's top-ranked graduate program this year is the Emergency & Crisis Management program which is tied at #7 nationally. Rosen College ranked #2 nationally for hospitality management. UCF is celebrating women's history month, and Faculty Excellence just honored thirty-one women on the website.

The provost indicated that in the future she hopes to share information on projects that have collectively been worked on instead of just reporting after the fact.

Question: If the Constellation Fund was originally \$40 million and no longer exists, and now we are allocating \$16.8 million for scholarships, where did the rest get allocated?

Answer: The remaining funds are spread across the six categories preferred by the BOG.

Comment: The budget submitted to the BOT never went through the Senate Budget and Administrative Committee, or the Senate. We are provided with information after the fact but had no input during the process. Only \$2.6 million is allocated to faculty and staff for instructional support. UCF class sizes have gone up 37% – 51%. That's a 35.2% increase in section levels. In a department student survey with over a third of students responding, students indicate classes are too large. In addition, the lack of funds is resulting in canceled classes. Students indicated in the last three years courses needed are not available.

Response: UCF has a timely completion fund that was made available three years ago. The funds can be used for classes that students need to graduate or need to stay on a graduation path. Funds have been made available to pay for classes during the summer.

Comment: When looking at the budget, it's obvious there was no faculty input.

Response: The college's prioritized their carryforward money and discussions happened within the colleges.

Comment: Faculty can't participate if not invited. Most faculty found out about the revised plan today.

Comment: The College of Engineering and Computer Science isn't the only college experiencing canceled classes. Rosen College is also canceling some classes this summer, and seeing class sizes increase with no teaching or research assistants. Now some faculty are losing summer salary.

Question: You mentioned a 2% Growth. Why are we growing?

Answer: The 2% growth is the previous model. The plan is to pause enrollment growth.

Dr. Self noted that in the 2019 Accountability Plan that the BOT approved today, indicates the anticipated Undergraduate enrollment to be 58,410 in 2019 and 58,400 in 2022. Notably, the first time in college (FTIC) enrollment will move from 28,300 to 30,730. A category of transfer students, other undergraduates, will reduce from 5,750 to 3,280 by 2022. That is the current enrollment plan.

Comment: Thanked the provost and anyone else involved in the decision to pause enrollment. The decision will result in a more positive outlook among faculty in our department and college.

Question: With the changes being made now, won't there be a year lag before we see the impact of the decisions?

Answer: Probably a half year to a year. Some improvements you will see this year. For instance, the deadline used to be extended for transfer students. The deadline is a hard date now.

Dr. Self noted that the Senate has an existing committee structure that has been underutilized in the past. The Budget and Administrative Committee has leadership and faculty input. As we go forward, more faculty input will be requested.

NEW BUSINESS

Resolution 2018-2019-7 Faculty Senate Bylaw Change – Graduate Council Membership

This resolution is brought forward by the Ad Hoc Committee on Bylaw Revisions. The membership requirements in the Bylaws do not currently match the requirements of the Graduate Faculty in the Graduate Catalog. This change eliminates specific titles and refers to a qualified Graduate Faculty for eligibility to serve on Graduate committees.

Motion and second to approve Resolution 2018-2019-7 Faculty Senate Bylaw Change – Graduate Council Membership. Open for discussion.

Motion and second to amend lines 29 & 30 as follows:

“All members of the Graduate Council must meet the qualifications for participating in graduate education as Graduate Faculty, as specified ~~and published~~ in the Graduate Catalog as Graduate Faculty.”

Vote: all opposed; motion fails.

Motion and second to amend lines 29 & 30 as follows:

“All members of the Graduate Council must ~~meet~~ be Graduate Faculty, ~~the qualifications for participating in graduate education~~ as specified ~~and published~~ in the Graduate Catalog ~~as Graduate Faculty~~.”

Vote: all in favor; motion passes.

Motion and second to approve Resolution 2018-2019-7 Faculty Senate Bylaw Change – Graduate Council Membership as amended.

Vote: all in favor; motion passes.

Resolution 2018-2019-10 Faculty Senate Bylaw Change - Research Council

This resolution elevates the Research Council from a Joint Committee or Council to a Senate Operational Committee. The council would meet at least monthly and regularly report to both the Steering Committee and the Senate.

Motion and second to approve Resolution 2018-2019-10 Faculty Senate Bylaw Change – Research Council. Question concerning the title of the vice president for Research and dean of the College of Graduate Studies that was automatically changed. Because the resolution was started before the automatic changes, the title will be vice president for the Office of Research. No other discussion.

Vote: all in favor; motion passes.

COMMITTEE REPORTS

Budget and Administrative Committee –*Kimi Sugaya*

The committee met yesterday to discuss issues about the Creative School and issues with the building and capacity. The committee may formulate a resolution.

Information Technology Committee – *Barbara Sharanowski*

The committee discussed a goal for next year is to better integrate with other information technology committees around campus like UCF Rising, the research IT committee, and various technical advisory committees.

Dr. Self noted a resolution approved last year regarding a centralized website to list all university committees to inform the university community of the committee, membership, and charge.

Parking, Transportation and Safety Committee – *Heath Martin*

The committee has not met since the last report.

Dr. Self noted that the BOT just approved three autonomous vehicle shuttle service with a faculty funded research project that may be an issue next year.

Personnel Committee – *Linda Walters for Stephen King*

The committee wrapped up topics assigned by the Steering Committee for the year and noted issues to work on next year including issues with faculty spouses conducting research, salary compression and gender equity studies. The committee passed a resolution regarding travel policies and guidelines.

Graduate Council –*Jim Moharam*

Committees are completing normal business.

Undergraduate Council – *Nina Orlovskaya*

Both committees have been very active with course revisions and approval of new courses. The committee was presented with general presentations regarding Curriculog and by the Library.

A committee member indicated that if you requested a new major or graduate program, you had to go through library review to include resources. That now includes tracks in minors that were rolled into Curriculog without discussion and resulted in some push back. It is believed that the associate deans will handle. Specifically, the concern is that it will slow down the process and adds unnecessary costs.

A senator representing the Libraries indicated that they met with the associate deans and the consensus is to notify the Libraries earlier in the process.

Dr. Self noted that if you have any feedback regarding the implementation of Curriculog and Acculog, please let us know. Dr. Self indicated that nothing should be completed in the system right now as the colleges are trying to clean up the system before the next year starts.

OTHER BUSINESS

Question: Information Technology conducted a client survey of about ten years ago. Has a recent survey been done?

Answer: Information Technology circulated a survey in the past two weeks.

Comment: The new faculty leave reports, if required, should be digital to prevent delays in getting hard copy mail.

Response: Dr. Self indicated that the issue of digital leave reports should be added to the issues list.

Question: A senator asked the Senate body if all faculty are required to complete leave reports or just one department within a college.

Response: The entire campus is required to provide a hard copy.

Comment: All undergraduate assistants are also completing paper timesheets. When on the Budget and Administrative Committee, we were told that the cost to implement digital timesheets would be \$500,000, yet the students could complete for \$50,000.

ADJOURNMENT

The meeting adjourned at 4:45 p.m.

Resolution 2018-2019-7 Faculty Senate Bylaw Change Graduate Council Membership

Whereas, the bylaws of the Graduate Council state committee members of the Graduate Council (and all graduate committees) must be tenured or tenure-earning faculty holding the rank of assistant professor, associate professor, or professor; general faculty of comparable rank with multi-year appointments; or professional librarians of comparable rank; and

Whereas, the membership criteria further specifies that all members must meet the qualifications for participating in graduate education as specified by the Council and published in the Graduate Catalog; and

Whereas, the qualifications in the Bylaws for the council do not match the qualifications specified in the qualifications of Graduate Faculty in the Graduate Catalog; therefore

Be it resolved that the *Bylaws* for the Graduate Council membership be amended to make the only requirement for serving refer to the qualifications of Graduate Faculty in the Graduate Catalog as follows:

Graduate Council

b. Membership.

The council shall consist of all of the members of the committees of the Graduate Council and the vice president for Research and dean of the College of Graduate Studies (ex officio). ~~All members of the Council must be tenured or tenure-earning faculty holding the rank of assistant professor, associate professor, or professor; general faculty of comparable rank with multi-year appointments; or professional librarians of comparable rank.~~ All members of the Graduate Council must ~~be Graduate Faculty, meet the qualifications for participating in graduate education as specified by the Council and published~~ in the Graduate Catalog ~~as Graduate Faculty~~. The Committee on Committees shall select the faculty members for all committees of the Graduate Council and shall solicit nominees from the deans of the respective academic units as well as from the vice president for Research and dean of the College of Graduate Studies, among others. The council chair and vice chair must be current Faculty Senate members and are elected annually by the membership of the council at the first meeting after the new committee is constituted, normally early in the fall term. The elected chair of the council will serve as the chair of the Graduate Policy Committee. The vice chair of the council will serve as the chair of the Graduate Curriculum Committee.

Approved by the Faculty Senate Steering Committee on January 17, 2019.

Approved by the Faculty Senate on March 21, 2019.

Resolution 2018-2019-10 Faculty Senate Bylaw Change Research Council

Whereas, UCF strives to become the recognized leader among 21st century universities; and

Whereas, a key metric for research in the Collective Impact Strategic Plan is to double research awards from \$133 million to at least \$250 million; and

Whereas, the Research Council is a university-level joint committee that annually reports to the Senate and doesn't reflect the high faculty interest needed to achieve the key metric; and

Whereas, the membership of the Research Council consists of faculty, while most joint committees have a broad membership; therefore

Be it resolved that the *Bylaws* for the *Faculty Constitution* be amended to elevate the Research Council to a Senate Operational Committee with automatic updates to the Faculty Constitution as follows:

Research Council

1. Duties and Responsibilities.

- a. To recommend ~~to the Faculty Senate such~~ policies as it deems necessary and appropriate with respect to research activities, facilities, personnel, and patents to the vice president for Research and dean of the College of Graduate Studies.
- b. To consult with and advise the vice president for Research and dean of the College of Graduate Studies on the stimulation of and support for research activities, including policies for allocation of monies to be invested in UCF research endeavors.
- c. To assist in the evaluation of research programs within the university and advise on new research centers and institutes and the evaluation of performance of existing centers and institutes.
- d. To recommend policies that will foster a strong, mutually productive relationship between research centers and institutes and departments.
- e. To speak for the faculty on governmental, industrial, and other private sector and foundation support of the research programs of the university.
- f. To review the activities of the committees that deal with the use of human subjects or animals in research.
- g. To review the activities of the committee that deals with copyrights and patents.
- h. To review and make recommendations to the vice president for Research and dean of the College of Graduate Studies on internal research grants and awards.
- i. To work with the vice president for Research and dean of the College of Graduate Studies in establishing guidelines for submissions and review of research proposals.

- j. To recommend policies to promote the responsible conduct of research by UCF faculty, staff, and students.
- k. To make recommendations to the Faculty Senate Steering Committee of the Faculty Senate.

2. Membership.

The committee shall consist of ~~eighteen~~ one faculty members with at least one representative from each of the academic units ~~(selected by the Committee on Committees, in consultation with the vice president for Research and dean of the College of Graduate Studies and the college deans)~~ and two additional faculty members from the institutes and/or centers ~~(will be~~ designated by the vice president for Research and dean of the College of Graduate Studies). Academic unit faculty membership shall proportionally represent the number of faculty of the colleges. Selection criteria shall include a productive record of research/scholarly activity. Only faculty members holding the rank of associate professor or professor or professional librarians of comparable rank shall be eligible for membership. The vice president for Research and dean of the College of Graduate Studies (or designee) shall serve as an ex officio member. Terms of service shall be three years, staggered. The chair and vice chair of the council shall be elected annually by its membership.

Approved by the Faculty Senate Steering Committee on January 17, 2019.

Approved by the Faculty Senate on March 21, 2019.