



UNIVERSITY OF CENTRAL FLORIDA

UNIVERSITY TRAVEL COMMITTEE MEETING

MINUTES

Thursday, November 10, 2016 – 11:00 a.m.

Office of Research & Commercialization

University Towers on Research Parkway - Conference Room **231**

Invitees: Ghada Baz, Rosa Cintron Delgado (Chair), Sally Hastings, Mercedeh Khajavikhan, Mingjie Lin, Jeong-Yeol Park, Angela Ritten, Shane Roopnarine, Jeffrey Rupert, Justine Tigno-Aranjuez, Cynthia Young, Staci Zavattaro, Ami Zulich, Teresa Rodriguez

Rosa: Meeting came to order at 11:02 a.m.

- The University Travel Committee welcomed two (2) new members: Justine Tigno-Aranjuez and Staci Zavattaro
- Four (4) main issues:
 1. Background information (The report was sent by Rosa Cintron Delgado)
 2. Opportunities (past) and Challenges
 3. Current Predicament
 4. Choose Chair for the new year (2017)

Ghada: Likes new online survey

- Concern: First proposals submitted had an advantage over the ones submitted later on.
- The Committee seemed to be more stringent in their choices as funds were less available.

Ami: Provided a recap of UTC history for new committee members informing:

- Start date was changed
- Funding was gone before the year started
- Maybe the criteria need to be changed?



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Cynthia: Feels there was a misconception as to what the funding represents

- Negativity as colleges were thinking this was the only money available (\$40K) and this money is an extra, above and beyond what each college (department) provides for their faculty...a perk of sorts.
- Gave an explanation of COACHE
- Suggested that maybe the committee can tie in COACHE initiative criteria into the University Travel Committee decision making
- Recommended making this about Faculty Award / Recognition Travel

Angela: Likes the idea of it shifting to awards

- Struggled with committee work over the Summer as she is a nine (9) month contract faculty member
- She couldn't concentrate on scholarly work when she had to provide service work and not be compensated for it.

Cynthia: Suggested it could be even more hyper-focused on prestigious awards

Ghada: Input from department/college on what is prestigious (whether national and international) would help in decision making / defining what the award could be.

Ami: Can calendar be changed?

Cynthia: Recommended using the academic year

- Let folks know anything that happens in the summer won't be counted
- Recommends the awards should be national and international (state awards don't cut it)



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Justine: “Are there any limitations on the amount of awards that can be received?”

Ami: “It has never been an issue”

Rosa: “Some colleges have more recipients than others”

Rosa: “Does anyone disagree with changing the nature of the travel award?”

Cynthia:

- Fiscal year 2017 funds have already been spent
- Confirmed that current team will finalize any changes to prep for the new/future fiscal year 2018 group

Rosa:

- Proposed to create a subcommittee to create some criteria for fiscal year 2018 with newly arrived members

Angela:

- Thinks it would be better for current/full team to work on criteria

Rosa: We have to determine what defines “prestigious”

Cynthia: Err on the side of inclusiveness

- Recommends using “recognition of Faculty Excellence” as the barometer



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Ami: Can confirm with Chairs how big a deal an organization and their award is

Cynthia: Exited the meeting to allow the committee to collaborate.

Rosa: Suggested revising the award application; include a line for a Chair

Angela: Asked about creation of a mission statement. Words to include:

- Recognition
- Faculty Excellence
- Transformational Impact
- Exceptional
- Distinctive
- Travel Award for Recognition of Faculty Excellence “TARFE”

Ami: Recommends everyone provide her with their ideas via email

Jeong: Recommends creating a web course for live-time discussions

Rosa: Would like a three (3) person group to create initial criteria

- The following committee members will provide question to the entire committee:
 - ✓ Rosa
 - ✓ Ghada
 - ✓ Justine
 - ✓ Angela
 - ✓ Ami
- Will then provide questions to entire committee.



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Ami: To arrange a subcommittee meeting on a Thursday, in either November or December

Angela: Buzz words for the mission statement

- National or international
- Across to all faculty
- For any aspect of faculty (teaching, service, etc.)

Ami: Level of criteria based on the award's prestige

Justine: “Perhaps committee members can provide **each college's criteria** for prestige in order to understand each one's standards.”

Rosa: Will do research

Ami: Will recreate application

- **Meeting adjourned at 12:31 pm**