

MEMORANDUM

Date: November 8, 2018
TO: All Faculty Senate Members
FROM: William Self
Chair, Faculty Senate
SUBJECT: Faculty Senate Meeting on November 15, 2018

Meeting Date: Thursday, November 15, 2018
Meeting Time: 4:00 - 6:00 p.m.
Meeting Location: Student Union Key West, Room 218

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of** *October 25, 2018*
4. **Announcements and Recognition of Guests**
 - Recognition of Guests
 - Announcements
 - Senate Chair Update
5. **Report of the Provost**
6. **Old Business**

None.
7. **New Business**
 - Resolution 2018-2019-5 Faculty Senate Bylaw Change, Senate Operational and Curricular Councils Membership
 - Collective Impact Strategic Plan Update – *Lisa Guion Jones*
8. **Committee Reports**
 - Budget and Administrative Committee – *Kimi Sugaya*
 - Information Technology Committee – *Sumanta Pattanaik*
 - Parking, Transportation and Safety Committee – *Heath Martin*
 - Personnel Committee – *Stephen King*
 - Graduate Council – *Jim Moharam*
 - Undergraduate Council – *Nina Orlovskaya*
9. **Other Business**
10. **Adjournment**

Faculty Senate Meeting
Minutes of
October 25, 2018

William Self, chair, called the meeting to order at 4:01 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of September 27, 2018 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Ronnie Korosec, Vice Provost for Operations and Chief of Staff for Academic Affairs
Ashley Connors, Operations Team, Academic Affairs
Joe Adams, Senior Communications Director, Office of the Provost
Allison Hurtado, Assistant Director of Marketing and Communications, Faculty Excellence
Lucretia Cooney, Associate Director of Faculty Excellence
Devon Jensen, Associate Dean, College of Graduate Studies

ANNOUNCEMENTS

Dr. Self thanked David Nickerson for agreeing to chair the Undergraduate Course Review Committee. Dr. Nickerson was the elected vice chair of the committee.

The University Budget Committee met last week. To answer a previous question of where the funds were coming from to pay for the Board of Trustee investigation, Dr. Self indicated that the funds were coming from non-recurring funds allocated for fiscal year 2019.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Vice Provost for Teaching and Learning and Dean of the College of Undergraduate Studies

Dr. Melody Bowdon has agreed to serve as interim vice provost for Teaching and Learning and dean of the College of Undergraduate Studies. A national search will be conducted in the Fall semester with the selected candidate starting no later than the start of the Fall 2019 Semester.

Lake Nona Medical Center

The groundbreaking ceremony for the Lake Nona Medical Center was held this morning with over 600 people in attendance. The Hospital Corporation of America (HCA) is providing \$175 million dollars for the building. UCF is donating the land and will retain 20% equity with HCA retaining 80% equity in the building. UCF expects the building to open in late 2020. This morning HCA announced a \$3 million dollar gift toward hiring a world-renowned cancer scientist to lead the efforts at the old Sanford Burnham Institute.

Provost Forum – Enhancing Student Success

The first provost forum of the academic year is scheduled for November 6, 2018 from 10:00 – 12:00 p.m. in the Morgridge International Reading Center on Student Success. The forum will be led by Dr. Maribeth Ehasz with Dr. Jeff Jones and Dr. Melody Bowdon. During the forum, the recipient of the Marchioli Collective Impact Innovation Award will be announced.

Dean Search – College of Health Professions and Sciences

The failed search for the founding dean of the College of Health Professions and Sciences will be re-launched with Parker Executive Search. Dr. Mary Lou Sole has agreed to chair the search committee. On campus interviews are expected in late February or early March being mindful of spring break. Dr. Korosec asked the senators to notify dean Sole to suggest candidates. In response to a question, Dr. Korosec indicated that internal candidates are always allowed.

NEW BUSINESS

Resolution 2018-2019-3 Faculty Senate Bylaw Change – Committee Membership

This bylaw change was brought forward by the Steering Committee as the result of a topic issue to add an elected vice chair to all Senate committees.

Motion and second to approve Resolution 2018-2019-3 Faculty Senate Bylaw Change – Committee Membership. Open for discussion.

Motion and send to amend line 10 by inserting “optional” before elected.
“Be it resolved that the Bylaws for each Senate operational, curricular, and joint committee and councils be modified to add an optional elected chair.”

The rationale for the amendment is some committees only meet once a year and don’t need to elect a vice chair. Comments made that a vice chair is needed to ensure the committees continue business; the term “optional” doesn’t prevent a committee from electing a vice chair; it doesn’t take much time to vote for a vice chair at the same meeting; and once optional, a vice chair probably won’t be elected for any committee. Dr. Self restated the amendment. No other discussion. Vote: All opposed; motion fails.

Vote: all in favor; motion passes.

Resolution 2018-2019-4 Faculty Senate Bylaw Change - Senate Membership

This bylaw change was brought forward by the Steering Committee the result of a topic issue to remove the exclusion preventing Instructors and Lecturers to be elected to the senate.

Motion and second to approve Resolution 2018-2019-4 Faculty Senate Bylaw Change – Senate Membership. Open for discussion. The comparison data was distributed to the senators with the agenda. A senator commented that many instructor and lecturers are on

a year-to-year contract which could conflict with a senate 2-year term resulting in constant turnover. In response, a senator noted that turnover can happen at any time at all ranks. Discussed the bylaw provision for replacing senators that step-down or leave the university. No other discussion.

Vote: All in favor; motion passes.

Resolution 2018-2018-5 Faculty Senate Bylaw Change – Senate Operational and Curricular Councils Membership

This bylaw change was brought forward by the Steering Committee due to the difficulty in finding a senator to chair each committee. The resolution removes the requirement for a committee or council chair to be a faculty senator. This resolution is up for discussion only today, followed by possible amendment and vote at the November meeting. Open for discussion.

Concern voiced that the resolution is specific to certain committees and may result in additional changes in the future. Dr. Self noted that joint committees and councils don't require the chair of the committee be a senator and any future added Senate operational or curricular committee would not require the chair be a senator based on this resolution. Question concerning the role of the Committee on Committees. Dr. Self clarified that the Committee on Committees handles committee staffing. Since the chair of the Senate operational or curricular committees wouldn't necessarily be a senator, the Committee on Committees needs to appoint a Senate liaison from the senators on the committees to provide a monthly report. No other discussion.

COMMITTEE REPORTS

Budget and Administrative Committee – Kimi Sugaya

The committee met October 17, 2018. The committee invited Suzette Turner, Director of the Creative School for Children and David Pavlonnis, Assistant Vice President for Student Development and Enrollment Services (SDES) to discuss the long waiting list for the Creative School for Children. Still discussing the issue based on the information provided.

Information Technology Committee – Sumanta Pattanaik

The committee met three times. Regarding the teleconference technology issue, the committee discussed the use of Skype for Business and Microsoft TEAMS to communicate with remote campuses. The committee will be identifying mid-sized to large conference rooms available on all campuses that can be scheduled by anyone and the current technology capabilities. Once identified, the committee will determine next steps. Discussed the multi-factor authentication requirement. Departments can purchase a \$20.00 dongle to prevent employees from having to use individual cellphones. The committee was satisfied with the response and the issue is closed. Brief Senate discussion ensued regarding why multi-factor authentication is needed and other method that can be used. Many areas have courses with a 7-week other off-term that requires a SPoI Mid-Cycle or Mid-Term reports. Mid-Cycle and Mid-Term reports can be done. Requires units to contact the Registrar's Office prior to the start of the semester in order to

coordinate with UCF IT. However, UCF IT only processes SPoI data at the end of each semester. If a change in the process is needed, the Senate may need to pass a resolution. The committee has invited Brian Boyd and Lisa Wayte to the next meeting to discuss the processing issue. The Committee also discussed improving navigation/directions on Campus. Mr. Sink is having someone from the Center for Distributed Learning attend the next meeting. Also discussed a backlog issue with UCF IT College of Sciences. Determined the back log was due to staff turnover. They are now staffed and service is back to normal. Finally, discussed unify multiple worklists in PeopleSoft. UCF IT indicated that this is not an easy issue to resolve unless you have unified software. UCF IT doesn't think this poses a big problem and the committee closed the issue. Next meeting is scheduled for Monday, November 26.

Parking, Transportation and Safety Committee – Heath Martin

The committee met twice in October. Discussed the Lime bikes and where they are being parked. David Norvell, Assistant Vice President of Sustainability Initiatives talked to the committee about UCF sustainability initiatives and communication efforts with students regarding the Lime bikes. The committee was satisfied with the communication efforts. Also discussed the security issue of locking classrooms in the event of an emergency. The Assistant Directory for Safety discussed the proposed locks, budgetary issues, time line, and ability to remotely lock down buildings.

Personnel Committee – Stephen King

Discussed Resolution 2017-2018-7 University Promotion and Tenure Committee and Procedures resolution for tenure-track faculty. Discussed the change for assistant, to associate, to full professor. Looking at non-tenure-track. The committee determined that UCF has a good Telecommuting Policy, the policy is just not known and is a communication/educational issue. Re-addressed out-of-unit paid family leave. The reason for the resolution denial was excessive costs. Working with the Faculty and Staff Benefits Committee to see how to move forward. Discussed joint faculty appointments with in and out-of-unit faculty. Since no faculty member is 50/50, this is no longer an issue. The 51% work assignment defines whether a faculty member is in or out-of-unit. Discussed the issue of out-of-unit faculty and awards. Faculty with minor administrative appointments and all faculty in the College of Medicine are excluded from eligibility for awards. The College of Medicine has separate criteria for TIP/RIA/SOTL, but not for Pegasus Professor and other awards. All awards are now contained in the Collective Bargaining Agreement. For the issue of service awards and accountability, the committee passed the issue back to the Steering Committee to pilot initiatives within the Senate prior to rolling-out university-wide.

Graduate Council – Jim Moharam

The committees are conducting normal business.

Undergraduate Council – Nina Orlovskaya

A brief meeting was held since the department wasn't present so the item was tabled until the next meeting. David Nickerson has stepped-up from vice chair position to chair of the Undergraduate Course Review Committee and vice chair of the Undergraduate Council since Pavel Zemliansky is on intermittent leave for the remainder of the academic year.

OTHER BUSINESS

Jad Shalhoub indicated that as the vice president of the Student Government Association, he will be moderating the Provost Forum on Student Success. If you have any questions to submit for the forum, please email SGA_VP@ucf.edu. Dr. Self indicated that he would like to see the question of "What is student success" brought forward since this definition will differ among groups.

Replacement of E&G Funding for Trevor Colbourn Hall

We are hearing that the college auxiliary non-recurring budgets have been raided to replace the E&G funds inappropriately used for the construction of the new Trevor Colbourn Hall. Dr. Self noted that it is his understanding that auxiliary funds (where E&G can be used) across the university were used to replace the E&G funds, but the auxiliary funds are being replaced by E&G funds. A senator noted that this raises more questions as the thought is that auxiliary funds can't be used for recurring purposes. Dr. Self noted that we would need to understand more from Kathy Mitchell and we should probably wait until the investigation is complete. Comment made that the intent might be to replace the college auxiliary funds, but it hasn't been done yet which means it will impact departmental budgets, and summer appointments to name of few. A senator asked how much money was transferred and how much is the investigation costing? About \$58 million dollars was transferred to cover the E&G funds inappropriately spent and the initial estimate for the investigation is \$500,000.

ADJOURNMENT

The meeting adjourned at 4:45 p.m.

1 **Resolution 2018-2019-5 Faculty Senate Bylaw Change, Senate Operational**
2 **and Curricular Councils Membership**

3
4 **Whereas**, the Bylaws for the Budget and Administrative, Information Technology, Personnel, and the
5 Parking, Transportation and Safety operational committees in addition to the curricular councils
6 require the chair/vice chair be a current Faculty Senate member; and

7
8 **Whereas**, the Senate operational and curricular council chairs each provide a committee report at each
9 Faculty Senate meeting; and

10
11 **Whereas**, this requirement limits the leadership opportunities for general faculty while placing a heavy
12 service load on faculty senators; and

13
14 **Whereas**, many long-time committee members would like the opportunity to chair the committees;
15 therefore

16
17 **Be it resolved** that the Bylaws for each Senate operational, curricular councils, and the Committee on
18 Committees be modified to allow any committee member to chair/vice chair the committee and to
19 appoint a committee faculty senator liaison to provide monthly committee reports to the Senate as
20 followed:

- 21
22 1. Budget and Administrative, Information Technology, Personnel, and the Parking, Transportation
23 and Safety Committee

24
25 Membership:

26 The committee chair ~~must be a current Faculty Senate member and~~ shall be elected annually by
27 its membership at the first meeting of the committee after the new Faculty Senate is elected,
28 normally in the early fall term.

- 29
30 2. Undergraduate and Graduate Councils

31
32 Membership:

33 The council chair and the vice chair ~~must be current Senate members and~~ are elected annually
34 by the membership of the council at the first meeting after the new Senate is elected, normally
35 early in the fall term.

- 36
37 3. Committee on Committees.

- 38
39 a. To solicit committee preferences from senators for membership on the committees of
40 the Senate, ~~and to~~ review and recommend committee membership, ~~and to appoint a~~
41 Senate liaison to provide monthly committee reports to the Senate.

Approved by the Faculty Senate Steering Committee on September 20, 2018.