



Faculty Senate

Budget and Administrative Committee

Agenda for meeting of Wednesday, November 18, 2020, 2:30 p.m.
Zoom Virtual Meeting

Link: <https://ucf.zoom.us/j/92513346549?pwd=K3lkbFJyaTNVOGRUVFYyZ2gvSVNBUT09>
Password: BUDGET

1. Call to Order
2. Roll Call
3. Approval of minutes from
 - Oct. 14
 - Oct. 28
3. Announcements and Recognition of Guests
4. Old Business
Additional discussion of the library budget presentation from the last meeting
5. New Business

Initial discussion about the UCF policy requiring on-campus conferences to be organized in coordination with Continuing Education
6. Adjournment



Faculty Senate

Budget and Administrative Committee

Minutes for meeting of Wednesday, October 14, 2020, 2:30 p.m.
Zoom Virtual Meeting

1. Call to Order: Steven Collins
2. Roll Call

Luca Argenti, Pamela Baker, Steve Collins, Nyla Dil, Hans Hagglund, Bobby Hoffman, David Mitchell, Missy Murphey, Nina Orlovskaya, Pamela Thomas, Tina Buck, Jackie LaManna, Wally Milon, Konstantine Vodopyanov,
3. Approval of Minutes – Motion to approve minutes by Nina Orlovskaya, seconded by Pam Thomas. Minutes approved.
 - January 15, 2020
 - February 19, 2020
 - September 9, 2020
 - Sept. 23, 2020
4. Select Volunteer to Take Minutes – Missy Murphey
5. Announcements and Recognition of Guests
 - a) No guests, 3 speakers (following)
6. Old Business
 - a) *none*
7. New Business
 - a) Frank Allen, Interim Director, and Ying Zhang, Interim Associate Director (Collection Services & Resource Management), UCF Libraries

Allen's opening remarks: These cuts are scary but have not gone into practice. Cuts proposed, but we have not heard final word yet. Hoping over next weeks/couple of months that these will not take place. 8% cut to library budget, and the materials budget is a disproportionate amount of the total budget

Zhang:

Examined cut effects on UCF's electronic subscriptions. We determine the value of subscriptions (ROI) by price/# of full text downloads. Elsevier may cost over one million, but the cost per use is under \$2.

Subscription determinants:

- Individual vs. Institution rate: *Nature Astronomy* \$79 vs. \$15,097
- Costs based on FTE
- Annual inflation
- Negotiated and licensed (UCF or group, consortial contract)
- Historical holdings (only a couple of packages UCF continues to benefit from: Wiley and Elsevier)

FY 2019-20 library materials expenditures \$6,921,023

- Books and video, 9% (40\$ online, 60 P)

2020/2021 current budget: \$5,522,415

(insert Scary scenario slide)

Cancellation Metrics:

- Cost/use vs. \$ILL or article-on-demand
- Cancelling a package but picking up individual titles
- Post-termination access (PTA) if we drop a package would we lose access to
- Impact on TL and research
 - Critical for program accreditations, nationally ranked programs
 - New programs
 - Overlap analysis on discipline coverage
- UCF Libraries is already facing with shortage in staffing

Long term:

- Restore recurring allocation for the materials budget to support UCF mission
- Annual inflation built into the budget each year
- Potential partnership

Short term:

- Restore some of the hold-back this year
- Work to limit the negative impact as much as possible

Q&A:

Q, Luca: materials budget is \$7M. is that really .5% of the entire university budget?

A: Yes

Q: Is one journal over \$1M?

A: No, that's Sciencedirect, Elsevier, the publisher of many, many journals

Frank: 3% is already gone, a 2% holdback, and another 3% holdback. Hoping the 5% comes back

Q, Keri: I think your money comes from E&G. Could student fees go to support the library? Some schools, when football team wins, the library gets money. Haven't seen that here. From faculty

perspective, our library subscriptions are not the best. At some point, we can't work here anymore if we can't do our research. Where does your money come from?

A: Frank: Library budget is overwhelmingly E&G, very VERY small pockets of funding from other sources.

FROM BOBBY HOFFMAN TO EVERYONE: 03:03 PM I AGREE WITH KERI NOT SURE HOW WE JUSTIFY 50 MILLION FOR ENTERPRISE SOFTWARE AND WE CAN'T AFFORD JOURNAL SUBSCRIPTIONS.

FROM JACKIE LAMANNA TO EVERYONE: 03:09 PM I AGREE.

Q, JL: do you get Foundation money?

A: Some, and earmarked for certain subjects

Q, JL: Med school ?

A: They have a completely separate materials budget. Small amt of resource funding sharing.

Q, JL: We're being pushed to use electronic resources. How is that affecting you?

A: Journal subscriptions are big part of mission. Re: Textbooks, we have non-textbook policy for print, due to scale of school. Electronic books we try to find sustainable purchases, but some have limited DRM or # of users

Q: Is endnote at risk?

A: Yes

Q, Nyla Dil: Do we pay per download on top of the subscription?

A: No, the download statistics are collected to determine usage

Q, Konstantin: how much are books in budget?

A: Less than 5%

Q, Missy: What has been cut already?

A: First thing we did to prepare for cut is holdback on book purchases. IF money is restored at end of year we can purchase more books.

b) Adam Meyer, Director, Student Accessibility Services, SDES

Number of students connected with SAS:

- Fall 2013, 1042
- Fall 2019, 2445

A&P student to staff ratio is higher than national avg. 376 to 1 right now. 75% of faculty teaching each semester has at least one student connected with SAS.

Faculty collaboration valued - SAS advisory group

- Accommodated exams dropped immensely!
 - 25-28 designated seats in SAS, proctored 40-120 exams per day in October
 - Proctor 205-300 exams per day during finals
 - Using Live Oak Ballroom, 80 students at once

- Video captioning minutes per semester (captioned access for zoom & videos)
 - When videos are posted they must be captioned for HoH
 - Many in SAS and CDL are captioning stuff
 - Captioning is roughly \$1.50 per minute on average

At least 70-80% of expenses: live course captioning and interpreting (OPS and vendors), SAS testing team, sas OPS team

Q, Steven Collins: always has student w/a letter. Only once a student with hearing issue. Are you trying to caption ALL courses even if there is no disability?

A: No. 22,000 minutes are only for deaf/HoH

Q: How has zoom captioning affecting your work?

A: Zoom captioning similar to Youtube, awful, so they bring in live captionist. Prof posts class to video, then have to go back and add captions.

Q Steven: what challenges does your budget pose to you, what if you had to lose 3-5%?

A: SDES gives them \$1.1M a year for accommodations. They cut 8% out of accommodations, a few OPS left, lost asst director position. They have a good understanding with SDES to make the budget workable.

Steven asked for motion to adjourn. Nina Orlovskaya moves, Pam Thomas 2nds.



Faculty Senate

Budget and Administrative Committee

Agenda for meeting of Wednesday, October 28, 2020, 2:30 p.m.
Zoom Virtual Meeting

Link: <https://ucf.zoom.us/j/92950303631?pwd=T2VXTUdQeFkyZnZSbU9WZlIBZUt0Zz09>

Password: BUDGET

1. Call to Order : Steven Collins
2. Roll Call
Luca Argenti, Pamela Baker, Steve Collins, Nyla Dil, Bobby Hoffman, David Mitchell, Missy Murphey, Nina Orlovskaya, Pamela Thomas, Keri Watson, Danielle Webster, Tina Buck, Sandra Galura, Jackie LaManna, Wally Milon, Konstantine Vodopyanov, Joseph Trubacz
3. Announcements and Recognition of Guests: Michael Sink, VP for Information Technology and Chief Information Officer
4. Amended Agenda: Following roll-call a request from the committee chair to amend the agenda to allow for Mike Sink's presentation.
 - Motion: Tina Buck
 - Second: Bobby Hoffman
 - Motion carried
5. Approval of minutes from
Oct. 14 – deferred to November meeting
6. New Business:
 - Mike Sink presentation: Update on the ERP process was provided addressing the following key points:
 - Project Title: Knight Vision = platform partner + integration partner + UCF
 - Executive sponsor: Michael Johnston
 - Partner selection events: involved written proposals, scripted vendor presentations, four higher ed references, executive briefings
 - Selected partners: scoring process resulted in the selection of Workday as the platform partner and Accenture as the integration partner.
 - Commitment to higher education
 - Experiences with Florida Institutions (FIU / FGCU) and state benefit packages.
 - Final costs for Phase 1 (1st 24 months)
 - \$27,598.060.00 (well below the 50 million allotted by Board of Trustees)
 - Next Steps: November 3rd kick-off President
 - Determining what to do about a November meeting because one regularly scheduled meeting falls on Veteran's Day and the other falls the day before Thanksgiving
 - Next meeting already scheduled for November 18th, 2020.
7. Old Business

- Additional discussion of the library budget presentation from the last meeting
 - Steve provided a report from the University Budget Committee – 3% across the board cut impacting the library has already been completed. No additional cuts are recommended at this time.
 - Discussion focused on how best this committee, not being a decision-making body, can support the library. Options brought forward:
 - Vocal voice behind the scenes
 - Draft relevant resolutions to be forwarded to the Senate
 - Added thoughts from Tina Buck:
 - Focus efforts on resolutions for long-term funding of the library budget to meet best practices exhibited by research universities.
 - Volunteer committee members will draft a resolution focused on the above for presentation/discussion at the December 2020 meeting (working with Tina Buck)
 - Keri Watson
 - Nina Orlovsckaya

8. Agenda items deferred to next meeting:

- Approval of October 14th and October 28th minutes
- Additional discussion of Student Accessibility Services budget presentation from the last meeting
- Initial discussion about the UCF policy requiring on-campus conferences to be organized in coordination with Continuing Education

6. Adjournment

- Motion to Adjourn: Luca Argenti
- Second: Nina Orlovskaya