

Faculty Senate Personnel Committee

Wednesday, October 16, 2019

11:30 am – 12:30 pm

Location: HPA1 room 335

AGENDA

- 1) Call to order
- 2) Roll Call
- 3) Selection of minutes taker for the meeting
- 4) Review and approval of minutes of September 18, 2019 meeting
- 5) Announcements and recognition of guests
 - a. Senate Resolution 2019-2020-3: Personnel Committee membership
- 6) Old business- none
- 7) New business-
 - a. Continue to examine assigned topics
Handout 03 (first two pages)
 - i. Resolution: Faculty Salary Analyses Across the University of Central
(Handout 04)
 - ii. Resolution: Supplemental Summer Appointments
(Handout 05)
 - iii. Other assigned topics
 - b. Past Resolutions
Handout 03 (last page) Steve King
- 8) Other topics
- 9) Adjournment

**Faculty Senate Personnel
Committee**

Meeting Minutes

Wednesday, September 18, 2019

11:30 am – 12:30 pm

Location: HPA 325

Members present: Stephen King (Chair and Senate Liaison), Robert Folger (Vice Chair), Mason Cash, Yoon Choi, Wingyan Chung, Kendall Cortelyou-Ward, Timothy Hawthorne, Myunghee Kim, Karol Lucken, Nina Orlovskaya, Michael Proctor, Blake Scott, Vladimir Solonari, Edwin Torres, Martine Vanryckeghem, Linda Walters (Steering Liaison), Nora Warshawsky

- 1) Meeting called to order by King at 11:30am.
- 2) Folger volunteered to take the minutes.
- 3) The minutes of March 6, 2019 were approved.
- 4) There were no guests in attendance.
- 5) King noted that issues regarding the University's travel policies will need to be addressed and asked for volunteers to serve on a subcommittee to meet with appropriate members of Finance at the Administration level. Solonari and Walters agreed to serve with King on that subcommittee.
- 6) King directed Committee attention to items enumerated on a "Personnel Committee Steering Assigned Topics for 2019-2020 Faculty Senate" list. Discussions began on several of these.
- 7) Preliminary discussion focused on #4 (Faculty Administrative Action) and #12 (Faculty Grievances). Orlovskaya identified these as related issues and indicated she had done some preliminary research on relevant details. Checking on what is done at other Florida universities was suggested, as well as consulting with the Administration and the Bargaining Team. King will check with Steering on how to follow up.
- 8) Comments about #5 (Faculty Facing Administrator And Vice President Reviews) included the suggestion to gather information about current and past practices at UCF and other Florida universities. Torres volunteered to check into the matter.
- 9) Discussion of #17 (Summer Work Assignments) centered on discrepancies in compensation for faculty required to supervise thesis-enrolled graduate students (independent of other responsibilities) during the summer. Warshawsky provided an example. Proctor spoke to inconsistencies in the administration and implementation of faculty summer pay relative to official policies. Further discussion will follow in the next Personnel Committee meeting.
- 10) Several issues were raised regarding #18 (Out-of-unit Faculty Benefits). Questions included whether to consult with the Senate Benefits Committee and how to pinpoint the specific groups affected. The Committee will revisit this item in its next meeting.

- 11) King noted that Emeritus Resolution 2017-2018-13 (item #19) is being incorporate into UCF Policy. Some issues might remain regarding emeritus status and retention of University email address, in conjunction with complaints raised by the UCF Retirees Association. Vanryckeghem said she would look into the matter.
- 12) The Committee will return to the remaining items (which relate to various Senate resolutions) at its next meeting.
- 13) King adjourned meeting at 12:30pm.

Personnel Committee Steering Assigned Topics for 2019-2020 Faculty Senate

Steering #	Committee Assignment	Topic	Description	Referred By	Status
4	Personnel Committee	Faculty administrative action	Consistent investigation and consequences for faculty administrative action regarding sexual harassment or other issues of misconduct.	Deans Meeting 5-31-19	
5	Personnel Committee	Faculty facing administrator and vice president reviews.	The Senate was heavily involved in the review of administrators and vice presidents pre-BOT during the 90's. Previously approved administrative review resolutions were approved and placed in the Faculty Handbook (1971-1972-3, 1978-1979-5, 1983-1984-5, 1991-1992-13). With the evolution of the BOT and Faculty Excellence, faculty need more involvement in the review process.	Self and Steering 5-29-19	
12	Personnel	Faculty Grievances	Grievances should be heard by a faculty panel instead of one administrator making the final decision. Obtain statistics on grievances from Contract Compliance & Administration Support on historical total number grievances by type, gender, etc. to identify a trend. Also research/benchmark other universities process.	Steering 4-4-19	
17	Personnel	Summer Work Assignments	Current discrepancies in the compensation for faculty that are required to have graduate students take thesis hours during the summer, independent of other responsibilities.	Personnel 3-6-19	
18	Personnel	Out-of-unit Faculty Benefits	Resolution 2017-2018-12 was denied. Work with the Faculty and Staff Benefits Committee in upcoming year to address issue.	Personnel 3-6-19	
19	Personnel	Emeritus Resolution 2017-2018-13	Policy update proceeding, examine to see if points raised in resolution are addressed in the policy.	Personnel 3-6-19	
2018-2019-1	Personnel	Faculty Excluded from Awards.	Faculty with minor administrative roles (out-of-unit) are now excluded from awards based on the Collective Bargaining Agreement. The impact on the faculty evaluation based on the inability to apply and be selected for an award. Response: Pegasus Award now includes out-of-unit.	Steering 4-5-18	Committee monitoring.
2018-2019-2	Personnel	Payment Structure for Awards.	Excellence and Pegasus Professor awards should be more prestigious than individual accomplishment awards such as TIP, RIA, and SoTL and the financial benefit should be more than a one-time payment.	Steering 4-5-18	Continuing Issues regarding TIP, RIA, SoTL, etc.

2018-2019-12	Personnel	Faculty Salary Compression Study	Update to study for all faculty. Comment: Request both equity AND compression studies in upcoming year. Steering 4-4-19: Identify the annual pay raises around the State.	Self 8-8-18	Not addressed
2018-2019-14	Personnel	Faculty Retention	Colleges are struggling with faculty retention.	Dean meetings 8-8-18	Faculty Excellence is examining via COACHE response.
2017-2018-16	Personnel	Spousal Conflict of Interest Resolution; Resolution 2016-2017-13	Keep informed of progress the UCF Research Conflict of Interest committee is making on issue. Policy didn't resolve specific issues.	2017-2018-16	Personnel

Five Year Denied Resolution Review Request

The Steering Committee requests the committee review the previous resolutions denied by the Provost at the time and determine if the resolution should be modified and re-submitted, request the Senate vote to appeal the decision to the President, or if the resolution should not be re-addressed.

The committee should discuss and submit the following to the Steering Committee with the committee's recommendation.

Resolution #	Title	Description	Denied	Committee Rec. (Re-Write, Appeal, or Kill)
2017-2018-12	Personal and Family Benefits for Out-of-Unit Faculty	Personal and family policies, including paid parental leave, afforded to in-unit faculty be extended to all out-of-unit faculty.	4-16-2016 Dooley	
2016-2017-13	Fair and equal enactment of the UCF Employment of Relatives Policy	Remove the second sentence of paragraph in the Employment of Relatives Policy 3-008.2.	3-24-2017 Whittaker	
2015-2016-4	Paid Family Emergency Leave Policy and Procedures for UCF Faculty	Work with UFF-UCF to develop equitable, consistent policies and procedures to provide paid family emergency leave for faculty and address the list of examples and conditions.	3-28-2016 Whittaker	
2014-2015-2	Parental Leave Policy and Procedures for UCF Faculty Birth/Adoption	Work with UFF-UCF to develop equitable, consistent policies and procedures to provide paid family emergency leave for faculty and address the list of examples and conditions.	3-4-2015	

Periodic Faculty Salary Analyses Across the University of Central Florida

Whereas, salary compression may occur when salary differential between junior and senior faculty is smaller than it should be based on external market forces; and

Whereas, salary inversion occurs when salary compression, left unexamined or unadjusted, results in junior faculty salaries greater than senior faculty salaries; and

Whereas, salary inequities associated with gender/race/ethnicity may occur independent of other variables; and

Whereas, salary compression, salary inversion, and salary inequities threaten the integrity of faculty ranks, morale, and retention issues for faculty at the University of Central Florida; therefore

Be it resolved that the University of Central Florida shall, on a regular basis, collect and analyze salary data across the system to determine the extent of 1) salary compression, 2) salary inversion, and 3) salary inequities based on gender/race/ethnicity. A five-year time interval is suggested for regular periodic studies (years ending in 0 or 5). A report will be made available to all faculty shortly after each analysis is completed, ideally within 3-4 months from completion of the report.

Supplemental Summer Appointments: Proportional E&G Funding Support for Graduate Restricted Registration Classes without offsetting costs

Whereas, the current University of Central Florida BOT-UFF Collective Bargaining Agreement (CBA) describes funding levels for supplemental summer appoints for nine month faculty instructing regular courses, CBA paragraph 8.6 (d) states, “Supplemental summer appointments shall be made in accordance with Section 1012.945, Florida Statutes (the “twelve hour law”), and

Whereas, University of Central Florida BOT-UFF Collective Bargaining Agreements since 2016 also states “When an employee is not provided a supplementary summer appointment, the employee is not obligated to perform any normal duty or activity for the university during the summer”, and

Whereas, University of Central Florida Policy Number 3-128 University Volunteers states “Current university employees may serve as volunteers in any capacity that is outside the course and scope of their paid employment with the university.” and, “A volunteer is not considered an employee for any purpose”, and

Whereas, College of Graduate Studies students (1) register for Restricted Registration courses in the Summer semester with the expectation of receiving instruction from their approved Graduate Faculty instructor (thesis or dissertation Chair); (2) make tuition payments to UCF for that instruction; (3) are supplemented by E&G funds from the State of Florida in proportion to the Student Credit Hours incurred, and

Whereas, the College of Graduate Studies is responsible for providing vision, leadership, and oversight for graduate education at the University of Central Florida, yet Deans of sister Colleges implement diametrically opposite funding policies for nine month Graduate Faculty instructors with at least one college providing supplementary summer appointments in the amount of .03 FTE per graduate student instructed while at least one other sister College does not provide a supplementary summer appointment for the Graduate Faculty instructor forcing graduate students to either find a 12 month Graduate Faculty willing to instruct the summer Restricted Registration course or seek a waiver of the University continuous enrollment policy, and

Whereas, the Sr. Associate Dean & Director of Interdisciplinary Studies College of Graduate Studies states on May 23, 2019 awareness of the “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 further expects resolution “will require changes in CGS policy, Faculty Senate and perhaps with the union”, therefore:

Be it Resolved that the Provost authorize and appropriate funding to the Dean of the Graduate School to address the fore mentioned faculty difficulties, and

Be it Further Resolved that the Dean of the Graduate School develop a compensation policy in accordance with Section 1012.945, Florida Statutes (the "twelve hour law") and administer procedures that enables 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.

1 **Resolution 2019-2020-3 Faculty Senate Bylaw**
2 **Change – Committee Membership**

3
4
5 **Whereas**, Senate operational committees specify the eligibility requirements of faculty; and

6
7 **Whereas**, the Personnel Committee and the Undergraduate Council’s membership contains
8 language referring to comparable rank with multi-year appointments; and

9
10 **Whereas**, faculty with multi-year appointments are non-tenure earning faculty; and

11
12 **Whereas**, by specifying multi-year appointments, non-tenure earning faculty are
13 unintentionally excluded from the membership; therefore

14
15 **BE IT RESOLVED** that the membership for the Personnel Committee and the Undergraduate
16 Council be amended as follows:

17
18 **Personnel Committee Membership**

19 The committee shall consist of at least one faculty member from each academic unit and the provost
20 and vice president or his/her designee (ex officio). All committee members must be ~~tenured~~ faculty
21 holding the rank of associate professor or professor, associate or senior instructor, associate or senior
22 lecturer, or associate or university librarian ~~general faculty of comparable rank with multi-year~~
23 ~~appointments or professional librarians of comparable rank~~. Committee members shall be selected by
24 the Committee on Committees, in consultation with the provost and vice president. Terms of service are
25 two years, staggered. The committee chair and vice chair shall be elected annually by its membership at
26 the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall
27 term.

28
29 **Undergraduate Council Membership**

30 The council shall consist of all of the members of the committees of the Undergraduate Council and the
31 vice provost for Teaching and Learning and dean of the College of Undergraduate Studies (ex officio). All
32 faculty members must be full-time ~~and tenured or tenure-earning,~~ general faculty ~~with multi-year~~
33 ~~appointments, or professional librarians~~. The Committee on Committees shall select the faculty
34 members for all committees of the Undergraduate Council and shall solicit nominees from the deans of
35 the respective academic units as well as from the vice provost for Teaching and Learning and dean of the
36 College of Undergraduate Studies, among others. The council chair and the vice chair are elected
37 annually by the membership of the council at the first meeting after the new Senate is elected, normally
38 early in the fall term. The elected chair of the council will serve as the chair of the Undergraduate Policy
39 and Curriculum Committee. The vice chair will serve as the chair of the Undergraduate Course Review
40 Committee.

Approved by the Faculty Senate Steering Committee on April 4, 2019.