

Budget & Administrative Committee

AGENDA

Meeting Date: **October 17, 2018**

Meeting Time: **2:30 – 3:30 PM**

Meeting Location: **HPA1, Room 304**

1. Call to Order

2. Roll Call

3. Approval of Minutes of September 19, 2018

4. Announcements and Recognition of Guests

5. Old Business

- None

6. New Business

- Creative School Accessibility.

The school has a waiting list of 200. The preference is for students to get slots first. The increase in faculty has resulted in an increased need for accessibility to the Creative School. The facility is at maximum capacity.

Discussion: No new faculty hires were able to enroll and waiting list is longer. Is it possible to create a new school for faculty? Is it possible to develop the Creative School downtown as we build the campus?

- Other Topics to discuss for 2018-2019

7. Adjournment

UCF Faculty Senate
Budget and Administrative Committee
Minutes of **September 19, 2018**
Health and Public Affairs 1, Room 304

Call to Order: The meeting was called to order by Dr. Kimi Sugaya at 2:40 pm.

Attendees:

Kimi Sugaya (Chair), Dmitry Kolpashchikov (Vice Chair), Corey Bohil, Bobby Hoffman, Murat Kizildag, Anthony Kong, Jacqueline LaManna, Boon Peng Ng, Shawn Putnam, Konstantin Vodopyanol, Qian Hu (Steering Committee Liaison), Elizabeth Hamilton (Assistant VP for Administration and Finance)

Approval of Minutes:

A motion to approve the minutes from the March 7, 2018 was made and seconded. The minutes were approved as recorded.

Recognition of Guests:

Dr. Qian Hu reported she will serve as the committee liaison to the Faculty Senate Steering Committee. Ms. Elizabeth Hamilton reported she will attend meetings in her role as Assistant VP for Administration and Finance and will serve as an administrative liaison to the committee.

Old Business:

There was no old business discussed.

New Business:

- **Assigned Topics for 2018-2019**

The following topics have been brought forth by Steering as business to the Budget and Administration Committee for consideration during the 2018-2018 academic year.

Discussion of each item ensued:

- **Faculty Collaborative Commons** – the university has been asked to consider development of a Faculty Collaborative Commons where faculty can eat, meet and collaborate. A Faculty Excellence exceptional budget request has been denied. Committee members discussed the need and benefit for a central area for faculty to meet and collaborate akin to “faculty club” models used at other large, research institutions. This would allow for faculty collaboration and professional meetings and also would be useful when recruiting new faculty to UCF. A subsequent discussion on the lack of food service during late nights, weekends and during semester breaks also ensued – this is an increasing issue for research

faculty and graduate fellows and research assistants who are often on campus in labs during office hours. Ms. Hamilton reported food service on campus is provided by two sources – Convocation Corporation in the Union and private corporation in Tower area. Committee had questions as to how vendors are selected and how hours are determined. An additional concern related to the lack of space for colleges to sponsor meetings and conferences was also raised. Ms. Hamilton also reported construction of a hotel on the corner of University and Alafaya is currently in process by a private corporation and will be akin to the Alfont Hotel at Rollins College. There will be conference and meeting areas available at that time and this may be an area for faculty to gather.

Action items: Ms. Hamilton will gather more information on vendor services and hotel plans and anticipated services that may or may not be available to faculty. . Dr. Putnam will look at other models used by public and private universities and report back to committee.

- **Departmental Financial Responsibility for Building Maintenance** – Faculty located in non-teaching designated buildings are being told that maintenance is the responsibility of the department and not funded by UCF building maintenance. This includes declining equipment built into buildings before faculty were moved. Committee members raised questions regarding how space designation decisions are made and what subsequent considerations are made regarding budgeting.

Action items: Ms. Hamilton will contact Facilities to obtain clarification on Committee member questions. Dr. Hu to follow-up with Steering Committee to clarify issues.

- **Creative School Accessibility** – this is a returning issue that was unresolved during 2017-2018 and is becoming a larger topic with the influx of young, new faculty as well as the planned relocation of faculty and students to downtown which lacks the childcare infrastructure found in the communities surrounding UCF. The current waiting list for the Creative School is 200. There are questions regarding access of new hires and lengthening of the wait list. Students receive priority admission to this resource. Creative School leadership was asked to present in Spring, 2018 but cancelled. The committee was told there is no plan for a build out on the main campus as there are alternative locally. Committee members were particularly concerned about access to good, safe childcare for Downtown Campus faculty, staff and students of both UCF and Valencia where there are less private options and an emerging demands. There was discussion of potential to consider future partnerships. Committee members identified this topic as the priority concern for the Committee at this time.

Action items: Dr. Sugaya to re-invite Creative School leadership to attend the Budget and Administrative Committee in October. Continues discussion with

leadership on this issue. Dr. Sugaya to bring this issue back to Steering as a priority concern.

Adjournment: There being no further business, the Committee adjourned at 3:30pm.

Respectfully submitted by Jacqueline LaManna.