

Faculty Senate Meeting
Minutes of
October 29, 2009

Dr. Ida Cook, Faculty Senate Chair, called the meeting to order at 4:04 p.m. The roll was circulated for signatures. The minutes of September 17 were approved with revisions.

Revisions: In line 4 of the Provost's update, replace the phrase "revenue neutral event" with "revenue neutral change".

The minutes of October 1 were approved with no revisions.

RECOGNITION OF GUESTS

Lisa Mills, Greg Schuckman, Julien Thomas, Alzo Reddick, Brian Childs, Franklin Cabral, Doan Modianos, Charles Hite, Diane Chase.

ANNOUNCEMENTS

Provost update

Dr. Hickey could not attend. On his behalf, Dr. Cook announced that the Board of Trustees (BOT) Finance Committee and Educational Programs Committee met yesterday and discussed extending the timeline for removing one-time money from the budget from two years to five years. Both committees approved the proposal. The issue will go to the full board for discussion/approval on November 19.

NEW BUSINESS

Attendance Roll

Dr. Pennington had requested that the attendance history be provided with the minutes for each month's meeting. The Steering Committee considered this issue and decided to bring it to the full Senate. Three examples of attendance rolls are displayed for review. Dr. A. Chase suggests that the Senate posts such an attendance list on the Senate website instead of including it with the minutes. A question was raised regarding whether the attendance should be made part of the minutes, because the attendance roll would then be much more difficult to amend once the minutes have been approved. A suggestion is made that senators have two months to review and correct the records of the year-to-date. Motion made to post the Senate attendance roll on the Faculty Senate website; senators will have the period up to the following Senate meeting to make corrections. Motion seconded and carries.

A motion is made to amend the agenda to allow Greg Schuckman to address the Senate for up to 15 minutes. Motion carries.

Federal Priorities Identification Process

Greg Schuckman, Assistant Vice President for University Relations and Director of Federal Relations and Research Advancement, provided a copy of a memo that had been emailed to all faculty and staff regarding the FY 2011 UCF federal priorities identification process and request for proposals. Mr. Schuckman provided an overview of the program. UCF has a bottom-up approach to identify federal priorities, and over last nine years this process has produced nearly 64 million dollars of federal funding. This year's call for proposal has only resulted in seven white papers to date. The deadline is extended for a week, until November 6, 2009, and faculty

members from all colleges are encouraged to apply, though proposals from the Colleges of Arts and Humanities and Education can be difficult to find funding for. The contact information for submitting the proposals is provided on the memo.

Strategic Plan

Vice Admiral Al Harms, Vice President for Strategy, Marketing, Communications and Admissions, provided an overview of UCF's strategic plan and briefly discussed the role of faculty in its formulation. The philosophy behind the strategic plan is based on Dr. Hitt's vision of migrating UCF from a metropolitan university to an institution that is serving and leading the Central Florida city-state. Last fall, 150 members of UCF faculty, staff, and administration participated in a series of round-table discussions to define what constitutes a city-state and what the role of the university is in supporting such a city-state. Those discussions contributed to the formation of the long-term visions for UCF's strategic plan. The concepts of partnerships, interdisciplinarity, and sustainability will be key concepts in the formation of the new strategic plan. The mission statement has changed to better reflect the vision of the strategic plan. The goals have not changed nor have the core values of the university as reflected in previous strategic plans. At the university level, the strategic plan framework has been approved by Dr. Hitt and the BOT. The strategic plan must now be developed at the divisional level to provide specific details for the plan. The timeline for the plan is such that by the end of spring 2010 there should be a final plan in place for academic year 2010-2011. The major hurdle is to define meaningful and measurable goals. There were several comments from the senate floor requesting communication with and engagement of the faculty in the process. Dr. Cook thanked VADM Harms for his presentation and looks forward to being engaged in the strategic plan process.

Soldiers to Scholars

Dr. Alzo Reddick, Director of Defense Transition Services, presented an overview of the Soldiers to Scholars program, which attempts to address the lack of minority role models in the classroom by engaging discharged veterans into the process. Three such successful members of the program are introduced. These students are top notch students at UCF with high GPAs who are engaged and making a difference in the community.

STANDING COMMITTEE REPORTS

Budget and Administrative – *Annette Khaled reports*

No report.

Graduate Council – *Jim Moharam reports*

The Appeals and Awards Committee met three times and considered approximately 20 student petitions per meeting. The Curriculum Committee met twice to review course action and special topics requests on the reactivation of the MFA Theatre Acting Track beginning fall 2010; the revision to the Masters in Nonprofit Management beginning summer 2010 to increase the credit hours from 33 to 36; a joint degree program between the Master of Public Administration and the Master of Nonprofit Management; and the addition of two split classes for the College of Sciences. The Policy Committee met three times and considered the credit transfer policy and policies for dual degrees, joint degrees, multiple masters', etc. The Program Review Committee met twice and reviewed a proposed M.Ed. in Teaching Leadership. The committee is also discussing a template for the annual review of doctoral students. Considering the work load of

the Appeals and Awards committee, it is suggested that the Awards responsibilities of the committee be transferred to the Program Review committee. Both committee have met and agreed to the realignment if approved. However, the change requires revisions to the Faculty Constitution. A proposal is being developed for consideration by the Senate Steering Committee.

Personnel – *Kevin Haran reports*

The committee is looking at the articulation of regional campus faculty with home departments. At the November 5 meeting, the committee will be considering an alternate promotion stream for instructors.

UPCC – *Johnny Pherigo reports (for Jill Fjelstul)*

Jill Fjelstul has been elected as chair. The committee met on October 13. The BS in Architecture will be recommended to the BOT by the provost. The following program proposals were approved: the addition of Social Work Practice with Loss and Life's Transitions (SOW 3740) to the Aging Studies minor and the Aging Studies certificate; the suspension of the Addiction Certificate; the suspension of lab fees for Cardiopulmonary and Radiologic Sciences; the addition of a new track in Visual Arts and Emerging Media Management; the deletion from the catalog of a defunct track in Foodservice and Restaurant Operations Management.

OTHER BUSINESS

Dr. Cook requests that the College of Medicine faculty see her after the meeting. The Committee on Committees task are almost completed, but there are still some openings on committees. The deadline for business for the next Senate meeting is November 5. The next Senate meeting is November 19.

ADJOURNMENT

Motion to adjourn approved unanimously at 5:35 P.M.

**Point Paper
On
Defense Transition Services/Soldiers to Scholars (DTS/STS)
For
UCF Faculty Senate**

- The mission is to assist qualified military veterans in obtaining their undergraduate and graduate degrees in critical need areas, education (or their teaching certification), health care (nursing), and social work.
- To be accepted into the program participants must have an Honorable Discharge from the military, been out of the military, preferably for less than five years, and pass a background check.
- To achieve its mission DTS/STS works with military installations throughout the southeast, the Veteran's Administration, Florida Department of Veterans Affairs, the UCF College of Education and the UCF College of Health and Public Affairs to assist deserving veterans.
- In line with the President's goal of increasing the diversity of the University and the recognized need for male role models for minority children, DTS/STS places an emphasis on recruiting African American males.
- Provides assistance to all military veterans regardless of sex, race or religion. Through its programs DTS/STS seeks to increase diversity in education, help alleviate the nursing and social services shortages.
- Provide mentors and tutors for at risk children in the inner city.
- Soldiers to Scholars are required to provide five hours per week working with at risk children in the inner city.
- Maintain a 2.5 GPA
- Complete a minimum of 24 credit hours per year, undergraduate, and 15 credit hours per year, graduate.
- Participants may live in designated housing located in the Parramore area of Orlando.

- Receive rental subsidy because STS designates where they must live.
- Subsidy comes from a grant from the Florida Housing and Finance Authority.
- A textbook subsidy is offered to those living in designated apartments.

- DTS/STS subsidizes the tuition for participants so they can afford to go to school and mentor the children.

- Currently 30 participants
 - 71% male, 29% female, 79% African-American, 11% Hispanic, 10% Caucasian.

- GPA UCF – 3.22

- Partial listing of activities/programs by DTS/STS
 - Provided mentoring and role models at Pineloch Elementary, Eagles Nest Elementary, Orange Center Elementary, Rio Grande Charter School, Rock Lake Elementary, Memorial Middle School, Carver Middle School, Jones High School, Evans High School and Oak Ridge High School.
 - Worked with elementary schools listed above to raise their FCAT scores.
 - Participants provided over 7800 (FY 2008) hours of mentoring.
 - STS after school program had several different activities including, a reading program, a fencing program, boxing program, golf and a capoeira program.
 - During the summer STS teamed with Orange County and the Metro Place Apartments to provide a free lunch program at our learning facility.
 - Participated in the Orlo Vista Elementary Career Day.
 - Started a program they called Boys Talk. They discuss grooming, hygiene, self control and self discipline along with several other topics.
 - Working with Orange Center and Pineloch Elementary schools, STS provided free spaghetti dinners for parents and children to increase their involvement at the elementary school and talk about our program.
 - Historical site visits to St. Augustine and Fort Pulaski for children participating in the after school program.
 - Visits to Mayport NS and Naval Submarine Base Kings Bay.
 - Health Fairs at the DTS/STS center.
 - Halloween parties.
 - Started a Peer Mediation Program at Jones High School, Carver Middle School and Pineloch Elementary.
 - Started a GLOBE science program.

MEMORANDUM

October 7, 2009

TO: UCF Faculty and Staff

FROM: Greg Schuckman, Assistant Vice President for University Relations and
Director of Federal Relations and Research Advancement

RE: FY 2011 UCF Federal Priorities Identification Process and Request for Proposals

While the Congress has only passed one appropriations bill (ironically, it is the one that funds the legislative branch) before the beginning of the new fiscal year that began last Thursday, we have become accustomed to starting the new fiscal year under a series of continuing resolutions. Nonetheless, that unfinished business makes our FY 2011 federal priorities identification process a bit more complicated because we won't know what the final disposition will be for the University's FY 2010 priorities before we begin this annual exercise. To date, it appears that UCF will receive directed funding for an existing biofuels research project through the Department of Agriculture, a new solar power R&D project through the Department of Energy, and as many as three projects through the Department of Defense – one through the Army that is focused on developing faster, safer, and more effective vaccines; one through the Air Force that will develop biofuels for use in gas turbine engines; and a third project through the Army that will utilize our expertise in simulation to help combat medics improve their lifesaving skills on the battlefield. Once the Congress has passed, and the President has signed, the remaining FY 2010 appropriations bills into law, we will know how many federal dollars will be steered to UCF for these purposes.

As we have done in previous years, the University will once again convene a federal priorities identification committee to review the proposals that have been submitted. The critical dates are:

- White papers (1-2 page overview) will be due to College Deans; Institute/Center Directors; or, for non-academic units, to me by **Wednesday, October 28**. Following a review of the white papers by the Committee, principal investigators will be contacted by me by November 3 and, at the discretion of the Committee, invited to submit full proposals.
- Full proposals (3-7 pages) will need to be submitted in hard copy to 311 Millican Hall and via email to gregs@mail.ucf.edu not later than **Tuesday, December 1**.
- Presentations to the Committee will be scheduled for **Monday, December 7th**

As has been the practice over the past few years, the federal priorities identification committee will be comprised of eight individuals who have been invited to serve on the basis of their position within the university. They are:

- Dr. M.J. Soileau, Vice President for Research and Commercialization, ***Co-Chair***
- Dr. Tom O'Neal, Associate Vice President for Research and Commercialization and Director of Sponsored Research
- Mr. Gregory Schuckman, Assistant Vice President for University Relations and Director of Federal Relations and Research Advancement, ***Co-Chair***
- Mr. Ed Schons, Director of University Economic Development
- Dr. Patricia Bishop, Vice Provost and Dean, College of Graduate Studies
- Dr. Jim Wright, Provost's representative
- Dr. Ida Cook, Chair, Faculty Senate
- Chair, Faculty Senate Research Council (TBD)

Once the committee has ranked the proposals, their recommendations are then forwarded to Provost Hickey and Vice President Holsenbeck for their review and approval and finally, to President Hitt who approves the University's FY 2011 federal priorities. The process is completed before the end of the year so that our federal priorities can be presented to the Chancellor's office and the Florida congressional delegation shortly after the New Year.

Please note that our federal priorities process is one that is meant to *supplement – not substitute* – for faculty submitting traditional merit-based proposals to federal agencies. No proposals will be accepted without having first attempted to obtain competitive funding unless the proposed research does not have an identifiable funding stream or there is a critical resource needed to successfully compete for peer-reviewed funding in the future (i.e.: acquiring expensive instrumentation, leveraging state research dollars for greater impact, building partnerships with other institutions). As the process of seeking earmarks has changed substantially over the past few years, those persons submitting proposals should consider partnerships – whether in state or out-of-state – as a key ingredient in their proposals.

The fact that UCF continues to set new records for sponsored research year after year is indicative of how gifted our university community is, especially in the hypercompetitive world of federal funding through peer-review. As we continue to focus on the needs of our region, our state, and our nation, UCF has earned the support of our congressional delegation for earmarks and other legislative initiatives. In doing so, the delegation is helping us to build a greater capacity to vie for competitive funding in areas of strategic importance to UCF, and that support has been especially significant over the past decade.

Thank you again for your assistance in helping UCF develop the best projects for our congressional delegation to consider as they submit their requests for funding in the FY 2011 appropriations cycle. If you have any questions, please feel free to contact me at (703) 898-8485 or via email at gregs@mail.ucf.edu. We look forward to receiving your proposals and to hearing your presentations in the coming months.

UCF Federal Priorities Criteria and Guidelines

- I. The principal investigator, school or college seeking funding can demonstrate that all possible competitive-based options, both private and government, have been pursued and can present a justification for why UCF should pursue congressional support for directed funding.
- II. The funds being sought are from accounts and agencies where directed funding comprises a significant amount of the funding made available for a particular program account, funding line and/or agency.
- III. The effort supports a regional initiative that fosters regional economic development and/or provides an important community/state/national service that is supported by various stakeholders.
- IV. The effort has the support/involvement of the agency from whose budget the funding would be derived and the effort is consistent with that agency's mission. In the case of defense projects, **this includes the Program Element (PE) number, Agency Line/Title, and Program Manager**. It is important to note that while we always pursue funding as a congressional "plus-up" (meaning the funds are added to the agency's budget instead of being taken from existing funds), we have no control over what Congress or the agency will do if our request is funded.
- V. Higher priority will be afforded to those proposals that can demonstrate a commitment to partnership, advances the university's strategic objectives, and can leverage financial and/or in-kind support.
- VI. All proposals for congressional support of projects for which UCF is a partner institution must go through the federal priorities process if support from the Florida delegation is being sought.
- VII. Any commitment of space to a proposed project must be accompanied by a letter from the Dean/Director stating the affected College/Center/Institute will meet such commitment.

It is important to note that UCF will not seek directed funding from NSF or NIH as there is an unwritten rule in Congress that these agencies are "off limits."

UCF FEDERAL PRIORITIES FULL PROPOSAL FORMAT

(Please use Arial Font 12 and complete in MS Word)

NAME OF PROJECT:

REQUESTED FY 2011 FUNDING:

PROJECT TEAM MEMBER(S): *(Name/Dept/College/Center/Institute with P.I. contact information)*

PARTNER INSTITUTION(S): *(If any, please describe their role and proposed funding)*

PROJECT DESCRIPTION: *(Executive Summary – please limit to one page if possible)*

PRIOR FEDERAL FUNDING OF THIS PROJECT? Yes No

If yes, please explain how much you received, in what fiscal year, through what agency/program, and any successes or major accomplishments that may be relevant to the funding request:

If no, please explain why not (i.e. previously rejected for funding, new research proposal, new faculty member(s), etc):

LOCAL/STATE/FEDERAL SIGNIFICANCE OF PROJECT:

On separate pages, please include:

- **1-page budget for FY 2011 project, including proposed sources of federal, state, corporate, foundation, or other matching funds as well as projected out-year funding (if any)**
- **The names and contact information for Program Manager(s) who would be willing to administer the funds, including the name of the program (and in the case of DOD, the program element (P.E.) number and agency/program title as well)**
- **2 - 7 page project description that includes more details about the project; team member(s); core capabilities; relevance to UCF /College/Institute Strategic Plan, and any additional information that you feel would strengthen your proposal**

SIGNATURE AND DATE
