

**Minutes of first meeting of Faculty Senate Budget and Administrative
Committee**

September 1, 2011

Minutes by Michael Moshell

Edited and approved during meeting of 22 September 2011.

The meeting was convened at 1 PM by Ida Cook. She briefly explained the purpose of the Committee, and turned the floor over to Arlen Chase who made a presentation about the UCF budget process. The Powerpoint of that talk is attached with these minutes.

Dr. Cook then requested any volunteers for the position of Chair of the committee. Michael Moshell volunteered and was unanimously elected.

Moshell then asked the group for agenda items. The following topics were proposed.

1. Salary inequities for women
2. The tracking of research overhead
3. Online management of student timesheets
4. General computing and networking issues on campus.
5. The availability of a single time across campus (with no classes scheduled) for meetings.

Each of these topics was then briefly discussed.

Salary Inequities for Women. Carla Poindexter (School of Visual Arts and Design) raised this issue. Arlen Chase reported that each College has a process in place to address these issues. An appropriate mechanism for addressing any perceived inequality is a Self-Study, of which several have been done in various colleges.

Tracking of research overhead by the Office of Research and Commercialization. Joseph Harrington (Physics) raised this issue. The problem raised was that ORC's accounting practices inject a substantial lag into the charging of indirect costs (overhead) against research grants. Principal investigators managing several grants are given inadequate assistance in tracking their total expenditures, and are at risk of overdrawn accounts when the tardy indirect cost charges arrive.

Harrington agreed to lead a subcommittee to investigate this matter further, and it will be placed on the agenda of the next meeting.

Online management of student time-sheets. (Joseph Harrington) While UCF has managed to automate most record-keeping and certification, student time-sheets are still managed by a paper based process. The question was raised : if online management is good enough for certification of effort on grants and contracts, shouldn't it also be good enough for student hours worked?

Networking and Communications: Smart Phones Accessing Network (Carla Poindexter) Some departments are paying for cell phone applications for e-mail; other departments are paying directly.

Restoring the hour with no classes scheduled, for meetings. Not discussed at the time. This issue will be placed on the agenda of the next meeting.

The meeting adjourned at 2 PM.