

Faculty Senate Personnel Committee Meeting Minutes
Wednesday, September 16, 2015

I. Meeting called to order. A. Leon

II. Selection of meeting minutes taker. D. Hahs-Vaughn volunteered to take minutes.

- **Review and approval of Feb. 11, 2015 meeting minutes.** Clarification on tenure was provided by A. Leon. Motion made, second, all approved to approve minutes with the following corrections.
- **Action:**
 - Revise minutes to reflect ‘paid parental leave’ rather than ‘paid family medical leave.’
 - Revise minutes to reflect ‘Faculty Excellence’ rather than ‘Faculty Relations.’

III. Old Business.

Updates from last year’s discussion and business were provided.

- Paid parental leave was updated by Linda Walters.
- TIP/RIA/SoTL. Concerns related to TIP/RIA/SoTL were referred last year to a committee organized by administration. The TIP subcommittee of that committee has not met. RIA and SoTL subcommittees have met. Some recommendations brought forth are process related and some need to be bargained. The larger committee will make recommendations based on all three awards. Faculty Senate Steering said that for this academic year (2015-2016) the criteria will remain the same—no changes to the existing criteria will be made.
- Faculty Survey regarding work conditions. The COACHE survey results are in, and a team has been created to examine the results. C. Young indicated that internal communication is being worked on that will be distributed soon. The COACHE committee will look at the data this fall and set priorities to focus on. In the spring, a strategy to address the priorities will be convened. The summer/fall will be implementation, and the COACH survey will be taken later to assess impact. Aggregated summary COACHE results will be available from the Faculty Excellence website.
 - **ACTION:** No action needed
- Salary compression/inversion. This was turned over last year to HR who is working on salary study. Is there a role for this committee in that process?
 - **ACTION:** L. Cooney will follow up for update.
 - **ACTION:** Once salary study is completed by HR, this committee will determine best way to have input on the problem of salary compression.
- Promotion of instructors and lecturers. This is the final cycle of the phase in.
 - **ACTION:** There is no need for this committee to review this further.

IV. New Business.

The list of topics for the personnel committee were shared. These are topics of focus for the year, being cognizant that new issues will arise over the year.

- **Priority issue:** Senate Resolution 2008-2009-1, appointment and evaluation of school directors and department chairs. R. Harrison provided summary, and the current resolution and minutes of the summer meeting were reviewed. Major issue at the meeting was that the Provost was not comfortable with the record of the ‘vote’ (i.e., taking formal and recorded vote). C. Young provided additional contextual information and reasoning for suggesting unrecorded vote for directors and chairs. C. Young indicated that they would like this committee to suggest best practices.
 - From the resolution (http://facultysenate.ucf.edu/resolutions/2008_2009/index.asp#res1):

“After due consideration, as hiring agent, the dean will select a candidate for director/department chair, whose appointment is subject to approval by the provost and the president. College procedures require a vote and a record of the vote for appointment and reappointment. Eligible voters on appointments include all tenured faculty, tenure-track faculty and full-time clinical faculty at the rank of assistant professor and above but eligibility may be extended at the college level by vote of the tenured and tenure-track faculty.”
 - Additional comments:
 - ‘Vote’ also comes up in other resolutions so clarification throughout is needed.
 - Discussion of validity of resolutions. We don’t have an existing mechanism for ensuring that resolutions become policies and procedures, so resolutions are not enacted as intended. This is an additional aspect for the committee to consider. We need resolutions that can be turned into policies and procedures as current resolutions are not necessarily being followed.
 - As we work on this, it will illuminate how resolutions can then be turned into policies and practices which will be beneficial for other resolutions.
 - **Action:** L. Cooney will get HR policies and forward to A. Leon to forward to the Personnel Committee.
 - A. Leon suggested forming a sub-committee and report back to Personnel Committee. A. Leon will identify other individuals on the committee.
 - Steve King (interim chair)
 - Paul Giordano
- **Suggested modification of University P&T for non-tenured faculty.** This was not discussed at Steering Committee. L. Cooney—modification of membership of university committee (part B; currently, it is possible that a college could have two votes (through augmentation) and faculty who may get tenure from centers or institutes may not have representation on the university committee. We need to consider the composition of the committee now that we have other types of individuals going up for tenure and promotion (e.g., clinical, research).

- University committee will meet in November. If changes are made, they need to be made before then to allow time for additions to the committee.
- The immediate question is if there is representation needed for IST and NanoScience.
- **Action:** This will be put on the agenda for October in terms of the augmentation. There are currently individuals going up that will not have representation on the university P&T or will have two representatives. C. Young will bring back discussion from the Steernig Committee at the October meeting.
- Additional new business that was not discussed in detail.
 - Joint appointments (will be prioritized above emeritus).
 - Emeritus status.
 - Salary compression.

V. No additional updates from Steering Committee Liaison (L. Walters)

VI. No additional updates from Faculty Excellence/Administration (L. Cooney and C. Young)

VII. Next meetings:

October 14, 2015; 11:00-12:30, HPA I room 335

November 18, 2015; 11:00-12:30, HPA I room 335

VIII. Motion to adjourn. Adjourned at 12:16 pm.

Minutes respectfully submitted by:
Debbie Hahs-Vaughn