

MEETING MINUTES
FACULTY SENATE PERSONNEL COMMITTEE
September 20, 2023 11:30-12:30

In attendance: Donna Neff, Richard Harrison, Vladimir Gatchev, David Harris, Matthew Mosher, Kristina Tollefson (vice chair), Baiyun Chen, Shawn Burke, Karol Lucken (chair), Michael Proctor, Martine Vanryckeghem

Absent Members: Juhee Kang, Rodrigo Amezcua Correa

Guests: Jana Jasinski

1. Call to Order: Confirmation of quorum
2. Recorder of Meeting Minutes: Baiyun Chen
3. Minutes for April 12, 2023: Approved
4. Recognition of Guests: Jana Jasinski
5. Announcements
 - New members were welcomed and the process of topic referrals, use of subcommittees, and resolutions and other problem-solving strategies were explained.
 - December meeting is currently TBD due to schedule conflict with holidays and exam and grade submission week. A meeting will only be held if there is urgent business to complete.
 - March 2024 meeting will be held on 4th Wednesday due to conflict with Spring Break
6. Ongoing/Unfinished Business
 - Final Version of Post-Tenure Review Policy <https://policies.ucf.edu/documents/4-410.pdf>
Chair Lucken advised that final policy is available at this link and can be shared with colleagues for ease of access. She also communicated that a Summer meeting on PTR was had between the Provost and members of the steering and personnel committees. At this meeting, faculty raised issues about student perception of instruction included in the portfolio and that teaching is already included in the annual evaluation; Provost would like to see more details than the annual evaluation. Also discussed was inclusion of tenure and promotion criteria and the requirements of the Board of Governor Regulation 10.003
 - At current meeting, Personnel Committee member brought up that BOG Regulation this is against the faculty contract; Issue between UFF vs the Administration
 - Decision to Resubmit 2022/23 Resolution on Faculty Involvement in Hiring was discussed, voted on, and passed https://facultysenate.ucf.edu/resolution/resolutions-2022-2023/#Resolution_2022-2023-15_Faculty_Involvement_in_the_Hiring_of_TenuredTenure-EarningResearch_TTER_Faculty
7. New Business
 - Changes/Edits to Regulation 3.015 on Tenure & Promotion. Jana Jasinski discussed the new Interfolio system in conjunction with edits to the T & P Regulation. Changes to the regulation focus primarily on language changes. One substantive change to the regulation is an

- allowance for external recommendation letters to be confidential. The regulation needs to be in place before the next promotion cycle starts so email feedback from committee members directly to Jana needs to occur by end of this week.
- Joint/Secondary Faculty Appointments Guidelines: It was noted that no official university policy exists only a set of guidelines. Committee members will submit comments on the latest draft from Faculty Excellence to Chair Lucken before October meeting for discussion at this meeting.
 - UCF Big 12 Conference Faculty Fellowship Program: Each participating university has their own policy. We seek to prepare a draft policy so UCF can also participate.
 - Faculty Success Ideas:
 - Steering Cmte requests ideas for cultivating faculty success. This includes facilitating greater knowledge of faculty awards and distinction as well as faculty mental well-being, quality of life; student evaluations. Well-being resource course now exists in Webcourses and a well-being workshop series is forthcoming.
 - Revising SPIs: Deemed related to faculty success and ongoing work on revisions to SPIs by FCTL. A sub-committee was formed on Faculty Success/SPIs which includes Martine, Matthew Mosher, Shawn Burke, and Donna Neff.
8. Other Business: E & G expenditure and faculty attrition data was requested for discussion at a subsequent meeting.
9. Adjournment: 12:30 p.m.

Minutes taken by Baiyun Chen