

Faculty Senate Meeting
Minutes of
September 27, 2018

William Self, chair, called the meeting to order at 4:01 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of August 30, 2018 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Jana Jasinski, Vice Provost, Faculty Excellence
Devon Jensen, Associate Dean, College of Graduate Studies
Shelia Daniels, Executive Director, Human Resources
Joe Adams, Senior Communications Director, Office of the Provost

ANNOUNCEMENTS

Dr. Self welcomed Jad Shalhoub, the Vice President for the Student Government Association. Mr. Shalhoub is the designated Student Government representative and he has the privilege of participating in debate on the Senate floor.

Advisory Council of Faculty Senates (ACFS) – Update

Dr. Self attended the Board of Governors and ACFS meeting in Sarasota last week. Topics discussed included performance funding, performance standards, and a focus on student mental health. Tom Hall, the director of Student Health Services made a presentation to the Board of Governors (BOG) on alcohol and drugs as it relates to UCF. Moving forward, Shawn Felton, the chair of the ACFS, and the ACFS representative on the Board of Governors plans to hold a teleconference a week prior to the Board of Governors meeting to discuss the agenda and gather any concerns from the members. Dr. Self encouraged the senators to review the Board of Governors website and agenda prior to the meetings and inform him of any concerns. He noted that the Senate Office will send notification to the Senators to review the BOG agenda once available.

Board of Trustees Update on the Investigation

On September 13, president Whittaker notified the UCF community about the inappropriate funds used to construct Trevor Colbourn Hall. If you go to the bot.ucf.edu website, there is a link to all the details. To recap, Mr. Merck's resignation was accepted and the \$38 million in Education and General (E&G) funds were replaced. Effective immediately, any capital expenditure of \$2 million dollars or more requires the certification of the president, legal counsel, chief financial officer, and the vice president. A moratorium has been placed on any new or current projects of \$2 million dollars or more until we review funds available. Last week a special BOT meeting was held in which eight additional projects totaling \$13.8 million were found that also used E&G funds. These funds have been replaced. The Board of Trustees in conjunction with the Inspector General of the Board of Governors hired and charged a third party law firm,

Brian Cave to do an investigation. Trustee Seay is the point of contact for the board. The expectations of the law firm include:

- Determine if anyone else was involved other than the CFO,
- Other projects out of compliance,
- What controls were missing and why wasn't this mistake caught,
- Where there any controls that were violated, and
- Make recommendations for further controls.

Based on President Whittaker's recommendations, the BOT voted to suspend the performance plan for the president and vice president's until a later date. The Florida Legislature, Board of Governors, chairman of the House of Representatives are asking for information from the investigation and reserve the right to launch a separate investigation. The Board of Governors requested all Florida SUS's to review the source of capital improvement funding over the past several years and have the president, vice president of Finance, the Chief Financial Officer and legal counsel certify the source of the funds is within the authority to spend. Trustee Seay indicated today that Brian Cave has signed a new contract with the board and has hired the forensic accounting firm of Price Waterhouse and Coopers (PwC) and have asked all staff to preserve all emails, electronic communications, and paper relating to any capital projects. PwC has started on campus interviews in addition to the Board of Governors Inspector General's office. A member asked if we know who is paying for the law firm. Dr. Self indicated this is unknown to date. A member asked what is the total of the misused funds and where the money is coming from to replace the E&G. Dr. Self indicated that the total is \$51.8 million dollars and the rest of the information is available on the Board of Trustees website.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Interim Provost Dooley expressed appreciation for the support and service of the senators to UCF. Dr. Dooley indicated the President Whittaker and the entire administration are dedicated to working through the details of the investigation with integrity and transparency. As chair Marchena indicated, UCF needs to do great work and not get distracted by the investigation. The U.S. News and World Report recently ranked UCF as the nation's 10th most innovative university; up from 25th last year. UCF is the only Florida university on the list.

Microsoft Partnership

UCF recently entered into a 5-year partnership agreement with Microsoft to enhance learning, research, and student success. UCF will work with Microsoft to enhance digital learning capabilities; design and deliver better places to learn; bring advanced technology for augmented reality, virtual reality and mixed reality to our students and researchers; improve access to space research; and use data to better understand student success factors. Microsoft and the Bill and Melinda Gates Foundation are both interested in UCF downtown, how we partner with Paramore, and build an ecosystem for success.

Microsoft recently named UCF one of the first Microsoft Flagship Schools in North America which recognizes UCF among institutions world-wide as having the potential to transform education. Although the criteria for a Flagship school are not defined, Dr. Dooley looks forward to UCF being part of the conversation to define a Flagship school.

Enrollment and Student Quality

The preliminary GPA of our incoming freshman class is a record 4.11, up from 4.05 last year. The average freshman SAT score is a record 1328, up from 1316 last year, and the average freshman ACT is 28.2, compared to 28.1 last year. UCF's minority population is recorded at 47.3%. Hispanic enrollment has grown to 26%. Dr. Dooley recently attended a presentation presented by Cyndia Muñiz discussing the benefits of being a Hispanic serving institution. UCF should receive the Hispanic serving institution designation either late Fall or early Spring. UCF has a strong freshman class with 82 National Merit Scholars with a total of 316 National Merit Scholars in the last four years. Currently, enrollment for Fall is trending toward a 3.5% increase which translates to more than 68,000 students. Graduate enrollment is up by more than 500 students, bring graduate enrollment to 9,700. Our goal for graduate enrollment is 10,000. Our exclusive UCF online enrollment is up 1,200 students, for a total of 4,100. UCF's highest performing freshman class is up by 300 students. It appears that the enrollment for transfer students are flattening while the first time in college (FTIC) enrollment is growing.

A senator asked if the quality of transfer students is improving. Dr. Dooley indicated that they are doing more planning with transfer partners in terms of expectations than in the past as well as degree mapping and well defined pathways, but we don't have data to indicate quality. A comment was made that statistics are great, but would like to see output statistics for starting salaries, positions, entering graduate school, and what level of graduate schools. Dr. Dooley appreciated the comment and agreed.

Provost Forum – Enhancing Student Success

The next provost forum is scheduled for November 6, 2018 from 10:00 – 12:00 p.m. in the Morgridge International Reading Center. This year we will present information and target specific populations to attend for actionable take-away items. Everyone is invited to attend.

Diversity Survey

The Office of Diversity and Inclusion in collaboration with faculty participants in the Diversity Track of the 2016 Summer Faculty Development Conference distributed a Diversity Survey to assess the perceived state of readiness for diversity and inclusion among individual departments, colleges, and the university as a whole. The insights will help achieve the Collective Impact goals. The survey was scheduled to be released last year. It was delayed since it was scheduled to be released at the same time of the COACHE survey.

COACHE Survey

The COACHE survey results have been received. A priority-setting team will be formed to review the results and identify four to six key priorities.

NEW BUSINESS

Resolution 2018-2019-1 Faculty Senate Bylaw Change - Faculty and Staff Benefits Committee

This bylaw change was requested by the committee to include an Administrative and Professional (A&P) employee to enable input.

Motion and second to approve Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty and Staff Benefits Committee. An amendment was distributed to better balance the University Support Personnel System (USPS) and Administrative and professional (A&P) employee representation in aggregate with the faculty representation.

Motion and second to amend the resolution to further balance the USPS and A&P employee representation as followed in green:

Whereas, the Faculty & Staff Benefits Committee makes recommendations on policies and programs and other benefits and services provided faculty and staff; and

Whereas, the current membership includes a faculty member from each academic unit, seven USPS staff members, and one retired faculty member and one retired staff member of the UCF Retirement Association; and

Whereas, the Faculty & Staff Benefits Committee recommends modifying the committee membership to include **an three** A&P employees to enable their input to discussion and decisions; **therefore and**

Whereas, to fairly balance the membership, reduce the USPS employees from seven to three by 2020 as terms expire or members step-down; therefore

BE IT RESOLVED that the Bylaws of the Faculty Constitution be amended as follows:
Faculty and Staff Benefits Committee

2. Membership

The committee shall consist of one faculty member from each academic unit, selected by the Committee on Committees, **three seven** staff members selected by the USPS Staff Council, **three one A&P employees selected by the Associate Vice President & Chief Human Resources Officer**, and two members from the Retiree's Association (one retired faculty and one retired staff) nominated by the president of the UCF Retirement Association. **The A** benefits **coordinator** representative from the Office of Human Resources and the **Associate Vice President & Chief Human Resources Officer (or designee) director of Human Resources** shall serve as ex officio members. The chair is appointed annually by the **Associate Vice President & Chief Human Resources Officer director of Human Resources** from the faculty members of the committee. Terms of service shall be two years, staggered.

Open for discussion. Comment in support of the change. A senator asked if the amendment has to wait another 30-days. Dr. Self indicated that change can be made on the floor.

Vote: all in favor of the amendment; motion passes.

Motion and second to approve the amended Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty & Staff Benefits Committee.

Vote: all in favor; motion passes.

Resolution 2018-2019-3 Faculty Senate Bylaw Change – Committee Membership

This bylaw change was brought forward by the Steering Committee as the result of a topic issue to add an elected vice chair to all committees. This resolution is up for discussion only today. The resolution can be amended/voted on at the October meeting. No discussion.

Resolution 2018-2019-4 Faculty Senate Bylaw Change - Senate Membership

This bylaw change was brought forward by the Steering Committee the result of a topic issue to remove the exclusion for Instructors and Lecturers to be elected to the senate. This resolution is up for discussion only today. The resolution can be amended/voted on at the October meeting. Dr. Self noted that the data in support of the change was distributed at August meeting. We will make sure the data is distributed for next October meeting. No discussion.

Resolution 2018-2018-5 Faculty Senate Bylaw Change – Senate Operational and Curricular Councils Membership

This bylaw change was brought forward by the Steering Committee due to the difficulty in finding a senator to chair each committee. The resolution removes the requirement for a committee or council chair to be a faculty senator. This resolution appears on the agenda as advance notice of a bylaw change to allow 30-days to the review the changes prior to discussion at the October meeting followed by possible amendment and vote at the November meeting.

COMMITTEE REPORTS

Budget and Administrative Committee – Jackie LaManna for Kimi Sugaya

The committee met last week and discussed the Creative School wait list of 200 students. The school is at capacity. Discussed the lack of child care at the UCF Downtown campus. A senator noted that there is also a lack of child care at the Rosen campus. Dr. Self noted that at the recent Facilities Budget Committee they discussed the possibility of using the Capital Improvement Trust Fund (CITF) to expand or assist with the issue. The CITF fund receives money from students who pay building fees and capital improvement fees as part of their tuition.

Information Technology Committee – Sumanta Pattanaik

The committee is working on issues. A meeting scheduled next week to discuss how we communicate across the university using Skype for Business.

Parking, Transportation and Safety Committee – Heath Martin

The first meeting was canceled due to a lack of quorum. The next meeting is scheduled for next week.

Personnel Committee – Linda Walters for Stephen King

Focusing on faculty retention and the lack of a clear exit survey. Trying to find out more information on why faculty are not staying so we can address the issues. Awaiting the COACHE survey data.

Graduate Council – Mathida Van Niekerk for Jim Moharam

The Graduate Curriculum, Appeals, and Program Review and Awards Committees are meeting and conducting normal business. The Policy committee is looking at a system for annual reviews for doctorate and post-doctorate scholars.

Undergraduate Council – Nina Orlovskaya

Committee was introduced to the new Curriculog system, received Curriculog training, and reviewed the new Undergraduate Curriculum Handbook. Formed an Ad Hoc Committee to develop a transfer credit policy.

OTHER BUSINESS

Jad Shalhoub, the vice president for the Student Government Association and SGA Senate Liaison to the Faculty Senate introduced himself. As a member of the University Budget Committee and the Provost Search Committee, Mr. Shalhoub indicated that he has learned more about the sense of faculty, and the vision of the students and faculty in many cases can align. Mr. Shalhoub looks forward to serving the function of bring the students and faculty together. Mr. Shalhoub looks forward to sharing the sense of the student body and project the voice of his constituency and create a culture change in the student body to consider the faculty perspective as well.

ADJOURNMENT

The meeting adjourned at 4:40 p.m.

Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty & Staff Benefits Committee Membership

Whereas, the Faculty & Staff Benefits Committee makes recommendations on policies and programs and other benefits and services provided faculty and staff; and

Whereas, the current membership includes a faculty member from each academic unit, seven USPS staff members, and one retired faculty member and one retired staff member of the UCF Retirement Association; and

Whereas, the Faculty & Staff Benefits Committee recommends modifying the committee membership to include three A&P employees to enable their input to discussion and decisions; and

Whereas, to fairly balance the membership, reduce the USPS employees from seven to three by 2020 as terms expire or members step-down; therefore

BE IT RESOLVED that the Bylaws of the Faculty Constitution be amended as follows:

Faculty and Staff Benefits Committee

2. Membership

The committee shall consist of one faculty member from each academic unit, selected by the Committee on Committees, three staff members selected by the USPS Staff Council, three A&P employees selected by the Associate Vice President & Chief Human Resources Officer, and two members from the Retiree Association (one retired faculty and one retired staff) nominated by the president of the UCF Retirement Association. A benefits representative from the Office of Human Resources and the Associate Vice President & Chief Human Resources Officer (or designee) shall serve as ex officio members. The chair is appointed annually by the Associate Vice President & Chief Human Resources Officer from the faculty members of the committee. Terms of service shall be two years, staggered.

Approved by the Faculty Senate Steering Committee on April 5, 2018.

Approved by the Faculty Senate on September 27, 2018.

Amendment to Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty Staff & Benefits Committee Membership

Whereas, the Faculty & Staff Benefits Committee makes recommendations on policies and programs and other benefits and services provided faculty and staff; and

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