

Budget & Administrative Committee

A G E N D A

Meeting Date: **September 6, 2017**

Meeting Time: 2:30 – 3:30 PM

Meeting Location: Research Pavilion, Suite 300

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes of *March 1, 2017***
- 4. Announcements and Recognition of Guests**
- 5. Old Business**

None.
- 6. New Business**
 - Committee minutes.
 - Need for teaching assistants and support staff issue.
- 7. Adjournment**

**UCF Faculty Senate
Budget and Administrative Procedures Committee
Meeting Minutes – March 1, 2017, Room CSB 221**

Attendees: Pradeep Bhardwaj (Chair), Tina Buck (Library), Steve Kuebler (Chemistry), Linan An (CECS), Keri Watson (Visual Arts), Romain Gaume (Optics), Laszlo Marrosi (Music), Glenda Gunter (Coll. Educ.), Anthony Kong (COPA, Communication Sci. and Disorders)

Remote Attendees: Jacqueline LaManna (Nursing), Xin Yan (Statistics, COS), Hua Nan (Rosen Coll.), Kiminobu Sugaya (College of Medicine), Melissa Dodd (Nicholson School of Communication)

Ex Officio: Nina Orlovskaya (Mater. Aerospace Eng., ex officio from Steering Committee), Christy Tant (F&A)

Guests: Liz Klonoff (VP Research and Dean of College of Graduate Studies), Zhang Ying (Library)

Agenda

1. Call to Order
2. Roll Call
3. Approval of Minutes of February 1, 2017
4. Announcements and Recognition of Guests
5. Old Business
 - Info from Steering Committee about Tuition Waiver Program (Nina Orlovskaya, CECS)
6. New Business
 - Role of ORC in proposal support/submission (Liz Klonoff)
7. Adjournment

Meeting convened at 3:17 pm

Motion to approve minutes

Move to approve: Romain Gaume
Seconded: Tina Buck
Approved by unanimous voice vote

New business

Nina Orlovskaya (CECS, Steering Committee) presented information from Steering Committee about the Tuition Waiver Program. Everything related to benefits is set by collective bargaining, but we can ask for improvements in the process.

Kuebler asked about the Facilities and Budget working group that was reviewing costs and processes for renovation and repair on campus. Christy Tant indicated the committee has formed and a representative could come to talk to us at our next meeting.

Liz Klonoff presented on the role of ORC in proposal support and submission. She described the Wahoo project which is assessing ORC business processes and software tools needed to move forward. The horizon for project completion is two years at the least. The project is closely related to finance and accounting and the need to integrate with PeopleSoft. Proposal development will likely be more local to

PIs. Liz prefers a system in which PIs build a relationship with one person who handles projects from award to close out. Liz also wants to reduce the admin burden that has grown due to compliance and concern over risk. Putting proposals through iThenticate will become optional, although faculty will still need to certify that proposals are entirely their own work.

Meeting adjourned at 4:12 pm

Respectfully submitted by Stephen M. Kuebler

Steering Topics for 2017-2018 Faculty Senate

Steering #	Committee Assignment	Topic	Description	Referred By	Status
6	Budget & Administrative	Creative School Accessibility. (www.csc.sdes.ucf.edu/enrollment/)	The school has a waiting list of 200. The preference is for students to get slots first. The increase in faculty has resulted in an increased need for accessibility to the Creative School. The facility is at maximum capacity. Discussion: No new faculty hires were able to enroll and waiting list is longer. Is it possible to create a new school for faculty?	Steering 4-6-17	
9	Budget & Administrative	Need for Teaching Assistants and Support Staff growth.	The operating and instructional budget is not keeping pace with growth of labs, majors offered, and new faculty.	Steering 4-6-17	
10	Budget & Administrative	Tuition Waiver Program. (Regulation 3.0031, https://hr.ucf.edu/current-employees/tuition-waiver-program/)	Right now, we can't use the Tuition credits for market-based programs, if space is available. This issue was raised during the COACHE survey last year. Don't know if this is in the Collective Bargaining Agreement or not, but we would like to use for market-based program. Discussion: Faculty want to use the tuition waiver for the regular amount then pay the balance. Can't use the waiver since classes are full by the time you can enroll.	Steering 4-6-17	
32	Budget & Administrative	Insufficient funding for faculty travel program.		Koons 7-25-16	University Travel Committee looking at some issues; B&A will be updated when committee has an outcome.