Faculty Senate Meeting
Minutes of
February 20, 2020

William Self, chair, called the meeting to order at 4:03 p.m. The roll was circulated for signatures.

MINUTES
Motion to approve the minutes of January 23, 2020, was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS
Scott Launier, UFF-UCF President
Reid Oetjen, Associate Professor, Health Management Informatics, College of Community Innovation and Education
Devon Jensen, Associate Dean, College of Graduate Studies
DeLaine Priest, Associate Vice Provost for Student Success and Advising
Theodorea Berry, Vice Provost and Dean of the College of Undergraduate Studies
Jana Jasinski, Vice Provost for Faculty Excellence

ANNOUNCEMENTS
None.

REPORT OF THE SENATE CHAIR
Ad Hoc Committee on Faculty Governance and Subcommittee on Service
Dr. Self informed the senators of an Ad Hoc Committee on Faculty Governance and a subcommittee on Service that has been meeting throughout the academic year. Four resolutions have been formulated for the March Steering and Senate meetings to support shared and faculty governance. Both committees will remain active in the next academic year.

Board of Trustees Meeting
Today, the Board of Trustees (BOT) had a robust discussion concerning enrollment management with recommended actionable items in the upcoming year. The senators may view the BOT meeting online. The board also discussed the new budget model.

Presidential Search
The search is now in the recruitment phase. The survey results can be reviewed at www.ucf.edu/presidential-search/.

REPORT OF THE PRESIDENT
Interim President Seymour thanked the chair for his leadership that is respected by the BOT and for providing critical education for new trustees. A common theme from the enrollment task force has been major readiness for the first time in college students. President Seymour indicated that he is optimistic about the outcomes of the task force. Bill has advocated for greater faculty and dean involvement in the process. Progress is
being made on the new budget model for greater transparency and support of academic units.

The BOT approved a new master’s program in Computer Vision and a doctoral program in Coastal Systems. The Masters in FinTech is still pending with the Florida Board of Governors due to the tuition model for the program.

The board approved tenure with hire for UCF’s seventh National Academy member, Carolina Cruz-Neira, a pioneer in virtual reality and interactive visualization. She joins UCF with her research team, which includes her husband, Dr. Dirk Reiners, with the College of Engineering and Computer Science, Department of Computer Science.

UCF has calculated its projected performance-based funding, which will be about the same as last year. UCF believes it will accomplish eight of the metrics for preeminence for the second year in a row.

Next week will launch a climate survey put forward by S. Kent Butler, the interim Chief Equity, Inclusion and Diversity Officer. Interim President Seymour encouraged everyone to participate.

The Lake Nona Impact Forum will be held next week that convenes health innovators around the world. Deepak Chopra, who is focused on suicide prevention, will be on campus Tuesday.

A member questioned what guarantee faculty would have as to transparency regarding the budget at the college level? In response, Interim President Seymour indicated that a structure and budget model is put in place that embraces transparency. There has to be a culture of transparency versus selective transparency. Everyone is justified to call leadership out on transparency issues.

A member questioned faculty involvement in selecting a new chief information officer for the university and the need for faculty input. Interim President Seymour indicated that any retirement is an opportunity to identify a possible beneficial realignment.

A member commented that transparency is encouraging, yet the transparency regarding Provost Dooley’s step-down has been less than transparent. In response, Interim President Seymour indicated that this situation is difficult, but he can’t comment on an ongoing Personnel issue during the process. Details during the process are inappropriate even though rumors are amiss.

In regards to enrollment, interim President Seymour indicated that UCF needs to decide where to go in the next decade. Today, the graduate and undergraduate mix is 14% graduate with three preeminent universities at 20-29% graduate. The second question is, how does UCF want to mix 4-year and transfer students. 55% of transfer students are from direct connect, which is a relationship in place for 15 years. College readiness comes into play, and what is the proper mix between 4-year and 2-year students. We also
have online students at 5,000+ and growing. These questions will be a top priority of the new President.

REPORT OF THE PROVOST
Interim Provost Johnson had a previously scheduled meeting. Jana Jasinski reported for the Provost. The Climate survey being distributed by Equity, Inclusion and Diversity is the first survey in the past 20-years. Dr. Jasinski encouraged everyone to respond to the 80,000 person survey request.

In response to Faculty Senate Resolution 2018-2019-12 Student Perception of Instruction Accessibility and Improvements, a task force has been formed and is meeting. The task force has been meeting to identify what changes should be made and making the summaries more accessible.

Dr. Jasinski recognized the UCF Authors recognition event held every other year, with Dr. Martha Brenckle presenting poetry.

Last week, a faculty committee reviewed mid-career refresh proposals, which represents one million dollars for associate professors to jump-start their careers.

In response to the Student Perception of Instruction task force, a member asked if the task force wanted feedback from faculty. Dr. Jasinski indicated that Grace White is the chair of the task force and welcomes all feedback from faculty. The task force will actively invite any faculty for input. The schedule can be placed on the Faculty Senate website. A member asked that the task force actively invite faculty to participate.

OLD BUSINESS
None.

NEW BUSINESS
Vote on bylaw resolution brought forward by the Steering Committee on November 21, 2019. The resolution is up for possible amendments and votes.

- Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report
  This resolution is brought forward by the Ad Hoc Committee for Bylaw Revisions to change the due date for Joint Committees and Councils annual report from the end of the Spring semester to the 2nd week in August.

  Motion and second to approve Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report. No discussion.

  Vote: All in favor; motion passes.
Resolution 2019-2020-20 Automatic and Broadcast Email
This resolution is brought forward by the Information Technology Committee. The resolution requests UCF Policy 4-006.2 Broadcast Distribution of Electronic Mail be amended to require contact information and to provide an opt-out/opt-in procedure.

Motion and second to approve Resolution 2019-2020-20 Automatic and Broadcast Email. Open for discussion. A member questioned if what is being asked for is even possible. Dr. Guldi, chair of the Information Technology Committee, indicated that UCF IT members are active members of the committee and that UCF IT indicated that the request could be implemented within certain parameters. No other discussion.

Vote: all in favor; motion passes.

Resolution 2019-2020-21 University Email Access for Faculty Leaving the University
The resolution is brought forward by the Information Technology Committee and requests UCF provide faculty leaving the university with options on handling their @ucf.edu account and provide a way for faculty to retrieve and save information from the server.

Motion and second to approve Resolution 2019-2020-21 University Email Access for Faculty Leaving the University. Open for discussion.

Motion and second to amend line 51 and 52:
“delivered within 60 days after the end of the academic year to the Chair of the Faculty Senate Personnel Committee.”

Vote: all in favor; motion passes.

Motion and second to approve Resolution 2019-2020-21 University Email Access for Faculty Leaving the University as amended.

Vote: all in favor; motion passes.

Advance notification of a resolution brought forward by the Steering Committee for the March 19, allowing 30 days to review before discussion.

- Resolution 2019-2020-22 Faculty Senate Bylaw Change – Resolutions
  This resolution reinstates a final appeal of a Senate resolution to the BOT. Dr. Self noted that other Florida universities provide for an appeal to the BOT. The resolution will be discussed at the March 19 meeting.

COMMITTEE REPORTS
Budget and Administrative Committee – Shawn Putnam
The committee did not have a quorum at the last meeting. The committee discussed the library funding shortage and the possibility of journals such as Elsevier being cut in addition to other subscriptions.
At the last meeting, discussed the budget redesign and focused on Student Success, Research, and the cost of instruction. The committee discussed the allocation of the State appropriation across the of cost of instruction, student success, and research.

Information Technology Committee – Melanie Guldi
We met three times since the last senate meeting. In the first meeting, we discussed why the internet failed for an hour on what measures are being taken to prevent this going forward. Michael Sink provided some details which appear in the meeting minutes. The committee discussed drafts of the two resolutions that were presented in today’s meeting. Stephen King from the Personnel Committee was able to attend this meeting and gave helpful insights from his committee’s perspective. In our next meeting, we had a long discussion about cloud storage. Currently, the university’s only supported cloud service is OneDrive. The committee heard from UCF IT about reasons why we don’t have more options, including that each cloud service would need to be supported (which increases the resources involved), compliance requirements are increasingly complex, and data security, in general, is challenging. Information Security Office also indicated that they are actively working on revamping policy 4-008 (https://policies.ucf.edu/documents/4-008.pdf) and are working on incorporating a matrix. Hence, individuals are better able to classify data, including data that is Controlled Unclassified Information (CUI) (see https://www.archives.gov/cui/registry/category-list).

Parking, Transportation and Safety Committee – Ahmad Elshennawy
The committee unanimously approved a resolution regarding UCF Downtown Handicap Accessible Parking that will be presented to the Steering Committee in March. Also discussed the lengthy exit time it takes from HPA garage C and lot D. Chief Metzger indicated that Orange County would be adjusting the lights to alleviate the congestion. The system is outdated and will be replaced within the year.

Personnel Committee – Stephen King
The committee met yesterday. The committee discussed the short meeting schedule ending in March and that the committee may need to meet longer in the semester. The Institutional Knowledge Management team has been in contact with the Personnel Committee regarding the timeline for the Faculty Salary study. Dr. Self noted that a request had been sent to identify faculty for the Faculty Salary study committee.

Research Council – Nina Orlovskaya
The committee met twice since the last Senate meeting to select the Excellence in Research Award. A presentation was made to the Union to request three separate Excellence in Research Awards, which is in the process of being bargained.

Graduate Council – Jim Moharam
The Graduate Appeals and Curriculum Committees met twice with the Graduate Policy Committee meeting next week. The Program Review Committee met once in the selection of awards.
Undergraduate Council – Robin Back for Peder Hagglund
The Undergraduate Policy and Curriculum Committee met once with an approved certificate from the Rosen College and one minor from the College of Community Innovation and Education. The Honors College updated an academic policy with two revised programs for the College of Business.

CAMPUS CLIMATE REPORT
United Faculty of Florida Update
Scott Launier, President of UFF-UCF, provided an update to the senators. Mr. Launier indicated that UFF represents over 1,700 faculty. The union just closed the 2019-2020 contract negotiations. A ratification email will be forthcoming. The next bargaining session for 2021 Salaries only is scheduled for March 19 from 1:00 – 3:30 p.m. with the goal of completing bargaining before the start of the Fall 21 semester. Immediately after the Fall 21 salary negotiations are followed by a 3-year full book negotiation for 2021-2024. Mr. Launier informed the senators of upcoming grievance training offered March 2, 2020, from noon – 2:00 p.m. at the UCF main campus cafeteria. The union invites members to bring issues to the Tuesday, February 25 from 3:00 – 4:00 p.m. in TCH, room, 349D. Discussed House Bill 7081 and the companion Senate Bill 774 that calls for exemption from the sunshine law for university or college presidential searches.

A member questioned what the argument is for secrecy in presidential searches. In response, Mr. Launier indicated that the thought is strong applicants won’t apply until the deadline to avoid the sunshine law, and UFF strongly opposes the bill.

A member asked if the union is optimistic regarding pay raises above 3.75% in September to meet inflation. Mr. Launier isn’t confident of an increase of over 0.50%. Right now, the union is looking at other possible non-monetary gains. The union needs to become more organized within the union committees.

A member asked if the union considered talking directly with a Board of Trustee member since, at the last Senate meeting, the chair of the Board was unaware of the negotiation issues. The union is trying to build an organization that can outlive a couple of individuals. The union needs more faculty.

Student Success and Advising Update
DeLaine Priest, Associate Vice Provost for Student Success and Advising in the Division of Student Learning and Academic Success, updated the senators on the strategic alignment of advising. Dr. Priest discussed the four top priorities for the unit, including (1) develop and implement a new advising system, (2) hire 20 new advisors, (3) improve the student to advisor ratio, and (4) redesign the first time in college orientation.

In regards to the student to advisor ratio, a member questioned how adding 25 advisors would make such a significant change in the ratio? Dr. Priest indicated that the number of advisors would go from 46 to 71. With each advisor assisting over 1,000 students, a member asked how much time on average does an advisor spend with a student? Dr. Priest indicated that the advisor interaction with a student averages 15-30 minutes.
Throughout a student’s educational career, they will engage advisors through technology but typically meet with their advisor once or twice a semester.

A senator asked how the 71 advisors will interact with the college advisors? Student Success and Advising will work with the colleges to centralize standards in regards to assessments, technology, and other areas. For example, the technology used from EAB called Navigate allows advisors to enter notes in the system that can be seen by any college advisor.

In response to a question, Dr. Priest indicated that the unit will be looking at the drop/fail/withdrawal rate, how to impact retention, and removing barriers. Dr. Berry, Vice Provost of Student Learning and Academic Success, noted that the unit has gathered data on how to track performance.

Dr. Self noted that during the Enrollment Management discussion during the BOT meeting, discussed critical course tracking. When a student chooses a major, a red flag is raised if a student doesn’t complete critical courses for the major within a specific time. UCF needs robust mechanisms to advise students at critical check-points.

A brief discussion ensued regarding students taking too many courses at one-time, the lack of understanding that if a course is failed, it has consequences on their graduation date, and entering a major behind.

OTHER BUSINESS
Ad Hoc Committee on Faculty Study Abroad – Update
Linda Walters updated the senators on the Ad Hoc Committee Study Abroad Committee. The committee is composed of 25 faculty members and three administrators with Linda Walters and Margaret Ann Zaho, co-chairing. The committee has met three times with the goals to a) determine how UCF is doing, b) faculty concerns, and 3) identify practices from other universities to improve UCF Study Abroad. The national study abroad rate is 10.9%. Florida State University is at 7.3%, with the University of Florida at 4.1%. UCF is the lowest in the State University System at 0.8%. During 2017, UCF had 548 students study abroad. This year, 379 students are enrolled in 28 abroad programs, with eight courses dropped due to low enrollment. Arizona State University has 73,000 students, with about 2,500 students studying abroad annually at 3.5%. The university offers $1.4 million in scholarships. UCF is in the process of hiring a new Abroad Director. Dr. Berry attended the last meeting to hear faculty concerns, including:

- no repatriation funds available to handle natural disasters or emergencies,
- faculty responsible for the care of students with mental health issues,
- students being allowed to register for other courses that meet at the same time as a study abroad course,
- scholarship funds received after the course is over,
- lack of marketing, and
- students are paying tuition and faculty not paid for the course.
The committee also discussed best practices identified, including students paying fees, but not tuition for the course, and requiring mental health screenings.

A member commented that if a mental health screening is required, a physical health screening should also be required. A comment made that we run into Americans with Disability Act (ADA) issues once you start excluding students.

A member noted that the most recent Collective Bargaining Agreement covers explicitly study abroad and should be paid. In response, Dr. Walters pointed out that faculty are not being forced and have to sign a waiver.

**ADJOURNMENT**

Motion to adjourn made and seconded. The committee adjourned at 5:45 p.m.