

# The University of Central Florida

## Faculty Senate – Committee Resolutions

A resolution is appropriate for issues beyond the committee administrators control or issues that are of extreme importance to the committee members that they want the resolution on record. For any issue that is included in the Collective Bargaining Agreement, the Be It Resolved clause should request administration consult with the union in resolving the issue.

Resolutions are formulated by Senate operational, curricular, and joint committees to communicate an issue(s) in the form of “Whereas” clauses, and what the committee wants to see happen in the form of the “Be It Resolved” clause(s). All resolutions are written in the same format using “Whereas” and “Be it Resolved” clauses.

Committees submit resolutions to the Faculty Senate Steering Committee. Resolutions should be submitted to the Faculty Senate office at least one week prior to the next scheduled Steering meeting. The Steering Committee either returns the resolution to the committee for further work or schedules the resolution to be heard by the full Senate. For full examples, see <https://facultysenate.ucf.edu/resolutions/>.

### Whereas clauses

Whereas clauses provide statements as to why the resolution is needed.

- Each "Whereas" should be followed by a comma.
- End each Whereas statement with a semicolon and have an “and” after the semicolon if there are multiple statements.
- End the last Whereas clause with a semicolon followed by “therefore.”

Example Resolution with Whereas clauses

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**Whereas**, the UCF Faculty Senate, university administration, and Board of Trustees have previously recognized and endorsed diversity and non-discrimination; **and**

**Whereas**, the policy of endorsing the extension of benefits to university registered domestic partners ensures equity and non-discrimination for university personnel; **therefore**

### Writing Resolutions

Be It Resolved clauses state the desired action(s).

- Each clause should be specific.
- End each statement with a semicolon and have an “and” after the semicolon if there are multiple clauses.
- State, “Be it further resolved” for each additional clause.

Example Resolution with Be It Resolved clauses

**Be it resolved** that the University of Central Florida Faculty Senate supports the university’s intention to prohibit smoking on all university owned, operated, leased and/or controlled properties in order to maintain a healthy and safe environment for its faculty, staff, students, and visitors; **and**

**Be it further resolved** that the prohibition of smoking will be non-punitive and smoking cessation resources will be readily available to those who smoke.