

Faculty Senate Meeting
Minutes of
April 16, 2020

I. CALL TO ORDER

- A. Bill Self, chair, called the meeting to order at 4:00 p.m. The roll was taken electronically.

II. MINUTES

- A. Motion to approve the minutes of **March 19, 2020** was made and seconded. The minutes were approved as recorded.

III. ANNOUNCEMENTS AND RECOGNITION OF GUESTS

- A. Recognition of Guests
1. Jana Jasinski, Faculty Excellence
 2. Allison Hurtado, Faculty Excellence
 3. Lucretia Clooney, Faculty Excellence
 4. Kathy Mitchell, Division of Finance
 5. Theodora Berry, Student Learning and Academic Success
 6. Fran Ragsdale, Faculty Excellence
 7. Joel Hartman, IT
 8. Christine Dellert, Office of the President
 9. Paige Borden, Analytics and Integrated Planning
 10. Laura Styliano, Board Relations Office
 11. Joe Trubasc, Interim CFO

IV. REPORT OF THE SENATE CHAIR

- A. The Board of Trustees met on March 20 and unanimously chose Dr. Alexander Cartwright as UCF's next president. He will be joining us today. We will be hearing from him in the President's Report shortly.
- B. The Steering Committee has met in its normally meeting slot and has also met twice in addition to that in the last month. One of the meetings was with Provost Johnson to discuss the S/U grading system that was eventually rolled out to students for the spring semester. It was a very productive meeting and showed strong shared governance where we were asked to give input before the provost made the final decision. The other meeting was meeting with our new president, President Cartwright earlier this week. The Steering committee has been busy in the past two weeks working with the administration to keep things going in a very difficult time and situation that we are all facing.
- C. The Advisory Council of Faculty Senates (ACFS) has also been meeting every two weeks on Mondays at 3:00. We normally meet three to four times a year but we've been meeting multiple times a year for the same kinds of reasons. We've been discussing the COVID 19 situation and we've been discussing what's been going on in our institutions; things like the S/U and

going to online for remote instruction, so it has been a very active group. We will have our regular meeting on May 15th.

- D. Bill expressed that he would like to thank the senators. He knows some of them are new in the senate this year, but many of have been in the senate the last three years and he has been very proud to serve as chair. He has very been proud of the work that we've done and the resolutions that we've brought to the administration. In the last three to five years, we have substantially improved our voice and input that we've had with the administration and strengthened shared governance. He noted that we still have an ad hoc committee on Shared Governance with a subcommittee on Service. We've established that should continue and still has work to do. Lastly, as he moves into the role of past chair, he will do anything he can to support the next chair in any way possible moving forward.
- E. A motion is made to amend the agenda so to move the election prior to the report of the president, second and approved unanimously. At this time, he will move to the election of the senate officers 2020-2021 and he will turn the floor over to Keith Koons, who is chair of the Nominating Committee.
- F. Election of Senate Officers 2020-2021
 - 1. Keith would like to give credit to the members of the Nomination Committee, who are Linda Walters, Bari Ruddy and Peder Hagglund.
 - 2. The Nomination Committee developed a slate of officer candidates, which was approved by the Steering Committee and that has what has been submitted and sent out to all senators as part of your meeting materials. At this point I will go through each one of those offices, have a brief moment to recognize those candidates so you can put a face with a name and ask for any nominations from the floor.
 - a. Chair: Dr. Stephen King, College of Medicine;
Dr. Joseph Harrington, College of Sciences
 - (1) Keith asked if there were any nominations from the floor and then asked for a motion to close nominations for chair, second, approved unanimously. Candidates for chair stand as committed.
 - b. Vice Chair: Dr. Blake Scott, College of Arts and Humanities;
Dr. Reid Oetjen, College of Community Innovation and Education
 - (1) Reid Oetjen has been nominated from the floor and there is a second, Reid accepts the nomination. He has provided a bio and this will be sent out with the ballot. Motion to close the nominations for Vice Chair, second, approved unanimously.
 - c. Secretary: Ms. Kristine Shrauger, University Libraries;
Dr. Kelly Semrad, Rosen College of Hospitality Management
 - (1) Keith asks whether there are any nominations from the floor. There are no nominations. Motion to close the nominations for Secretary, second, approved unanimously.

- d. Nominations closed and a link was sent to the elected senators to vote.

V. REPORT OF THE PRESIDENT

- A. Bill introduces Alexander Cartwright and yields the floor.
- B. President Cartwright expresses that he is excited to be here for this meeting of the Faculty Senate and he is also excited to welcome the new slate officers later this afternoon and looks forward to working with all of them. Before we do that, he want to thanks Bill for his three years of service to the senate and also for his role on the Board of Trustees. He had an opportunity to speak with Bill through the process and each time that he talked to him he came away recognizing his passion, not only for the UCF community but also for shared governance and faculty involvement, so he thanks him for all that he has done, for his commitment to excellence and he hopes that his time is not done yet as he has learned that he is running to be a faculty representative for the Board of Governors and he hopes that he gets to do that because he is what we want to see in our faculty and he would love to see him be a part of that because he knows he would be a great advocate for UCF.
- C. It is an interesting and difficult time for all of us. It is challenging for all of us and society in general. The faculty are the ones that make it all possible. He has been incredibly impressed with the faculty. He understands that it is not easy to switch to doing everything online. He sees the spirit of innovation and came away from the meeting feeling very energized by the questions that were asked and the suggestions are exactly the things that we should be thinking about. He thanks the faculty for all that they are doing. An institution can do so many things without actually the leader doing anything, but the leader can't accomplish anything without everyone doing their job. He values what the faculty do for the university. He would like to have their voices prominent in any decisions that we are making. He will be reaching out to the chair and the executive committee to try and make sure that he is consulting with the Steering Committee. They are going to be critical in making decisions that will probably be having to be made over the next few months as things change on a daily basis with the pandemic. We are getting more information and will know a lot more in the next month or so and he know there are a lot of the faculty who know this area much better than he does and understand that we're going to have to know a lot about what actually happens in Florida, how and what things can we do with social distancing. How we can continue to move forward and how can we continue to be adaptive during this difficult time. He's going to look for the senate's leadership and he will look for them to help him through this and ask that they continue to display the spirit of "can do" attitude that he got from the Steering Committee. It's about how do we teach better and how do we move some of the things we're doing online and how do we continue to be able to do our research. How do we continue to work in labs? These are not easy problems, so we are going to think through how we can open up and continue to do some things in a way that we can

continue to contribute to society. He looks forward to the faculty's guidance on that.

- D. We do have a lot of work ahead and we are continuing to have to make decisions every day and keeping health, safety and well-being at the forefront. This is certainly top of mind in everything we do. For some people it's becoming incredibly difficult and I think you're going to see an announcement about the Knights Care Leave Share Program, where you can donate some time and that's going to go into hours for others that we know have run out of other mechanisms of support and we want try to help each other as much as possible. We are going to continue to think about how we can be flexible. We have to think about how we will open up some of the areas of our campus sooner, like our labs. We need to be able to continue to practice lab safety, while maintaining social distancing.
- E. We also have to think about the impact on the budget. We also have to think about our enrollment for next year and how we can encourage people to continue to come to this institution and he will be looking to the senators for input on that. He has been impressed with the depth of courses already online and the ranking of US News and World Report. These are things that people need to know.
- F. He had a conversation earlier today with some of the deans and the conversation centered on that fact that there is a lot of anxiety. There is a lot of uncertainty about what is going to happen in the future. As a parent or a student making a decision about where to go, you want to know that the institution you are going to have the wherewithal to help you through the degree programs. We need to highlight what our institution has already done for a long time and that we are very good at it. We can talk about the fact that we have the infrastructure and methodologies in place and that we do know how to teach people online. He is committed to pushing out messaging that is talking about all of the great work we have done to put things online. That way people will have the confidence to know that UCF is the best place to come if you want to learn online.
- G. One of the things that has come up from the students is how can we continue to be connected when we are all virtual and what tools are there and what ways can we think of real time networks that will allow us to connect. Students are asking for this. They are struggling with their group projects and how can this be recreated online.
- H. He welcomes faculty ideas and he wants us to work together. He recognizes the collective capability when we bring this many people together. That our job should be to think about how we leverage all of that experience, how we leverage all of that talent to get us through this difficult situation. He would like to be able to share any ideas next week with the Board of Trustees.
- I. Bill asked if anyone had any questions for President Cartwright. A senator stated that their chair stated that a drop in tourism in Florida will likely lead to budget cuts that would adversely affect the university budget and asked the president to address that. President Cartwright stated that yes, we will probably have some cuts, but he is emphasizing that we position ourselves so

that we can attract the students. We want to make sure that even if we get a cut from the state that we're not also seeing a significant decline in students coming here at the same time because that will be a double hit to our budget, so how can we think about how ensuring and solidifying students wanting to come here so that we don't lose that stream of revenue as well. He feels we need to think about how we get more of them to continue to come here which he hopes they will knowing what we have to offer, but also what are those other revenue streams, such as certificates or other things like that that are other ways that we can actually generate other streams of revenue that can help us with our budget. I'm hoping we will know more in the near future about the state projections, but right now we don't know exactly what that would be. We have to be ready for that and we'll have to adjust and we can't just randomly do a cut, because that's not the answer. Yes, we might have to make some cuts in some areas, but at the same time we need to think, too, how we can adjust our strategy so we can continue to drive revenues. The senator commented that he hopes that when they do go to cuts that they will look at the past record of faculty who have been absorbing a lot of the cuts. The head of our Budget Committee brought up just this year that our overhead is nearly twice an average university, so he hopes that faculty is one of the last hits in any future budget cuts. The president said that he talked about that with the Steering Committee, too and he feels that they should preserve the strengths in the faculty and they think about what other places they can be making cuts.

- J. Another senator asked what we know about what fraction of the \$2T that Congress allocated will come to the university and do we have any indication that the state is going to take it. President Cartwright said that we don't know the full amounts, but we do know that part of it is coming to us. Part of it is coming to us as emergency funding that we can use for our students. We are already putting that in place. A program where they can apply for emergency funding and then the other part of that we have some more flexibility with. What we are also hearing is that there will be more that comes later that will allow us to offset some of our additional costs. We don't know that yet. As soon as he knows he will try to make sure that the Faculty Senate knows so that there is some idea of what that number really is, but he doesn't have a handle on that yet. What they are doing is looking at what the impacts are that they see moving forward under different scenarios and that is going to allow them to put it in there as revenue dollar amounts that are coming in from the federal government and figure out how that will offset some of the other things we're doing, so we're going to have to be a little patient with trying to figure out what those numbers really are, but we're going to do as much as we can to ensure that they are used appropriately to support the academia.

VI. REPORT OF THE PROVOST

- A. Bill introduced Jana Jasinski, who is giving the Provost report for Michael Johnson.

- B. On behalf of the Provost's Office, she welcomes all the new senators. She also thanks to everyone for doing everything they are doing. They have really asked a lot from faculty over the past 5-6 weeks and they have adapted and continued to move forward and they really appreciate that.
- C. She wants to give the senators a sense of what has happened. In one week, with the Center for Distributed Learning, 4,917 face-to-face course sections and 933 blended sections were moved to remote delivery. In one week, more than 5,000 sections. Another way to look at that is the credit hours. Before March 18, we were teaching about 220,000 credit hours fully online. Now we've more than tripled that and we are now teaching 700,000 credit hours fully online. That is really due to the faculty and their efforts.
- D. Transition to online and remote teaching has many positive aspects, but it hasn't been completely flawless. About 15,000 of our students moved from solely face-to-face courses to online courses. One of the big concerns is the tremendous stress that these students are facing due to things like job loss, taking care of their family, fear of illness in the future and the unexpected switch to this new teaching modality.
- E. About two weeks ago, UCF conducted a survey to see how the students were doing. There were about 6,700 students who responded, which is about 10% of our spring enrollment. Looking at a snapshot of that, about 44% somewhat or strongly agreed that they've been able to adjust well to remote instruction, but 43% strongly or somewhat disagreed. 59% said they had all or most of the resources need to successfully complete their remote courses and 3% said their classes hadn't changed. 30% said they had some or few of the resources they needed and 3% said they lacked the resources they needed. The survey did distinguished how they were lacking, whether it was teaching modality or other stresses like job loss. The point really is that the students are struggling.
- F. Because faculty work every day with students, they are encouraged that if they hear from students that are struggling, please make a Student of Concern referral to UCF Cares. They are using a case management approach and are working to connect students with resources. These kind of resources also include technology. Many students, for example, don't have webcams, because they didn't need them when they registered for face-to-face courses and they can't get them online. So if there are students that are struggling, there is a process where if you file a Student of Concern report, they will find resources for these students. In the middle of all these challenging and struggles students are having, are very appreciative of all the efforts the faculty have been making. The UCF Social Media team asked students to give shout outs to faculty members who have gone above and beyond and they are all on the Instagram account. They have received over 100 responses, comments included that faculty were very understanding and very reachable, so they really do appreciate everything faculty are doing to work with them.
- G. Orlando Health requested goggles and whatever face protection equipment we could find. UCF Faculty, department heads and departments donated a full pickup full of gear that Emergency Management delivered. She works with

Emergency Management every day and they were so happy to see it and they were overwhelmed by the response. The costumers in the theater department are working with hospitals to create masks, as are various individual staff and faculty. Endless Solutions, who you may know from their work making personalized bionic arms, is now printing 3D face shields for healthcare workers and first responders. UCF really is working as a partner with the community.

- H. Jana would like to recognize four outstanding faculty members, who have been recently recognized as the 2020 Pegasus Professors, which is the highest honor a faculty member can achieve at UCF. Earning this distinction are Ronald Demara from the College of Engineering and Computer Science; Joe Harrington, senator, from the College of Sciences; Julia Listengarten from the College of Arts and Humanities and Gregory Welch from the College of Nursing.
- I. A senator asked a question about whether there is any discussion about parking passes, because we haven't been able to use them and they are expensive. She wonders if there has been any discussion about extending them through December instead of having to buy new ones in the fall. Jana has not heard of anything specifically. President Cartwright also stated that he has not heard anything specifically. He said they talked about parking for students and there has been a discussion around that, but he is not sure about faculty and staff. He will talk to the Provost and asked Jana to be sure that it gets onto the agenda for the eCert discussion.

VII. OLD BUSINESS – None

VIII. NEW BUSINESS

- A. Faculty Senate Overview – Bill reviewed the senate roles and responsibilities
 - 1. First Faculty Constitution 1971
 - a. Preamble: "...The University can only function properly when goodwill is nurtured and maintained by the President, the administrators, and the faculty..."
 - b. The Faculty Constitution provides a structure for faculty governance.
 - 2. The Role of the Senate
 - a. The Senate serves as a forum for the mutual exchange of ideas between faculty and administration.
 - b. Advisory body to the president and provost.
 - c. Collaborates and make recommendations to administration on matters which concern colleges, schools or other major academic units, or which are otherwise of general university interest.
 - d. Operates according to the principles of shared governance.
 - e. The Senate consists of 75 elected faculty equitably apportioned among and representing the academic units.

- f. Eligible faculty include assistant – full professor, instructor/lecturer – senior instructor/lecturer, and assistant – university librarian.
 - g. These positions represent the faculty whose primary assignment is to carry out the academic mission of the university, namely, teaching, research and academic service.
 - h. The Senate meets monthly – Fall through Spring and is provided monthly updates from the provost.
 - i. Senators are expected to serve on Senate operational or curricular committees; these committees carry out important Senate and university business.
 - j. Review of the Faculty Senate Committees and Councils
 - k. Overview of governance structure
- B. Results of Senate Officer Election
1. Keith began by thanking all of the officer candidates for their willingness to serve and to thank our administrative assistant for the efficiency of this process. The process worked and we had a good voting total.
 - a. For the office of Chair, the vote totals are 37 for Joe Harrington and 19 for Steve King, so that means Joe Harrington is the winner.
 - b. For the office of Vice Chair, for Blake Scott it was 34 votes and for Reid Oetjen it was 22 votes, and that means that Blake Scott is the winner of the Vice Chair position.
 - c. For the office of Secretary, we had 23 votes for Kelly Semrad and 33 votes for Kristine Shrauger, so that means Kristine Shrauger is the winner for the secretary position.
- C. At this point, Bill offered to let Joe take over as newly elected chair, but he declined as he was having network issues, so Bill continued the meeting.
- D. Advance notification of resolutions brought forward by Steering for the September 3rd Senate meeting, allowing 30 days to review prior to discussion. Overview of resolutions given. No discussion at this meeting as these resolutions are just for review prior to submitting at next meeting.
1. Resolution 2020-2021-1 Faculty Senate Bylaw Change – Resolutions
 - a. This resolution was approved for the Faculty Senate at the March Steering meeting. It was renumbered for the new Senate year. Those who have been in the Senate may recognize this resolution. A number of years ago, our bylaws had the ability to do an override vote if we were unhappy with the outcome of a resolution to the provost or the president and to appeal to the Board of Trustees. Two notable institutions that have this in the state of Florida who have this provision right now is Florida International University and Florida State. We had this in our bylaws for a long time, so we are bringing it back through the resolution process.
 2. Resolution 2020-2021-2 Faculty Senate Bylaw Change – Undergraduate Common Program Oversight Committee

- a. This resolution was brought forward by the Undergraduate Common Program Oversight Committee. Members voted to modify the duties of the committee to represent the work of the committee better; therefore they are requesting that the name and duties specified in the Bylaws for the Undergraduate Common Program Oversight Committee be amended as noted in the resolution with automatic updates to the committee description in the Faculty Constitution.
- 3. Resolution 2020-2021-3 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning Advisory Committee Duties
 - a. This resolution is brought forward by the Faculty Center for Teaching and Learning Advisory Committee. Members recommend the duties of the committee be modified to represent the work of the committee better; therefore they are requesting that the name and duties specified in the Bylaws for the Faculty Center for Teaching and Learning Advisory Committee be amended as noted in the resolution with automatic updates to the committee description in the Faculty Constitution.
- 4. Resolution 2020-2021-4 Faculty Senate Bylaw Change – Student Committee Term on Graduate Council Committees
 - a. This resolution is brought forward by the Graduate Council committees. Members note that the graduate student member is required to serve a three-year term, yet it is impossible to know how long a graduate student will remain at UCF beyond the current year, they are requesting that the Bylaws for the Graduate Appeals, Graduate Curriculum, and Graduate Policy committees be modified as noted in the resolution.
- E. Call for Topics 2020-2021
 - 1. You were sent a list of topics for 2020-2021 and this is an open call for any additions to the list. Topics can be sent at any time over the summer. Topics will be heard at the next Steering meeting in the fall.
 - a. A senator stated that there was a request by faculty in her department to address the problem of student cheating. Her department has had some massive cheating issues, particularly the ones that are online. They have tried to address it in the past within the Canvas structure with discussions that allow students to see other students in the class and they couldn't get that shut down. It's becoming an exploding problem with the students becoming more creative.
 - b. Joe Harrington commented that he is very eager to hear from the senators and that you can email him at jh@physics.ucf.edu
 - c. Another senator has requested an update on the status from the committees on the topics listed on the topics list by the next senate meeting.
 - d. A senator asked whether anything has been addressed about emergency FTE manipulations based on the fact that no research can be done right now due to the fact that everything has gone

online. Her chair assures us that this is being taking into consideration for the FAR, but wonders if there should be a policy in place for emergency situations like this that this should be adjusted or accounted for in some way. Jana mentioned that there is some impact bargaining going on with the union. She doesn't know if they specifically talked about FTE, but they are talking about annual evaluations. Pretty much every chair understands that there is going to be some flexibility on annual evaluations. She will find out what they can do on that and thanks the senator for bringing it up.

IX. CAMPUS CLIMATE REPORT

A. No update

X. OTHER BUSINESS

A. Operational Committees

1. A senator noted that a comment made in the last senate meeting may be more important than ever and that is to get the committees up and going over the summer and not waiting until September or October to charge them. He thinks this year more than ever we are going to need that.
2. Bill notes that this was the goal, to get the operational committees charged after today and elect the chairs and get all of that done in the next month. There was a request from the Graduate Council to ask when they could continue to meet a couple of times in the summer to look at some of the graduate certificates that might come up and he said that they could. They certainly should get faculty votes on things like that versus not having faculty votes. The problem is that we normally will put new members on these committees all the way until July. So you have this break of the senate year 2019-2020 to 2020-2021. He suggested that they still take the 2019-2020 membership and move forward with a couple of special meetings, just like we did with Steering. He doesn't think we will be able to get all of the operational committees charged and elected by May.
3. Joe stated that they have had this discussion in the past, about keeping the committees until they are re-formed, because a quarter of the year is a significant amount of time to not be doing business. The university does run all summer. He agrees that we should have active committees as soon as we can. He asked whether there is a formal dissolution of committees in the constitution. If not, he feels there should not be any reason why committees should be able to meet as needed. The one major issue that has been brought up is that some faculty do not have summer appointments, so they would not be on contract to do this work. Steering does meet in the summer if there is an emergency need to do so. He agrees that there may be some committees that may need to meet as needed. He would like to try and have committee continuity over the summer. He notes that Committee on Committees will have an accelerated work plan.

4. A senator commented that he understands that committees need to do important work, but many of us have nine month contracts and plan to do other things during the summer. If there is business that it would be nice to do now, but could wait until the fall, it should wait until the fall, when the committees are fully constituted and not just with those people who voluntarily agree to participate in these duties over the summer. Many of us do have other priorities in the summer.
- B. Seeing no other business, Bill reiterated that it has been a pleasure and an honor and been humbled to serve as chair for the past three years and he will be proud to serve as past chair and help the new chair, just like Keith has done for him for the past three years.
- C. Establishment of the Steering Committee for 2020-2021
1. At this time the colleges will adjourn to the Zoom breakout rooms and elect the members of the Steering Committee and Committee on Committees and email the results to the Faculty Senate administrative assistant at fsenate@ucf.edu.
 - a. Note: The breakout rooms were unsuccessful and colleges were instructed to use Zoom or Skype to conduct their elections and report back to the Faculty Senate office.
 2. In addition to the elected officers of the Senate and the immediate past chair of the Senate, the Steering Committee will need the following:
 - (2) members from the College of Arts & Humanities
 - (1) member from the College of Business Administration
 - (1) member from the College of Community Innovation & Education
 - (2) members from the College of Engineering and Computer Science
 - (1) member from the College of Graduate Studies
 - (1) member from the College of Health Professions and Sciences
 - (1) member from the College of Medicine
 - (1) member from the College of Nursing
 - (1) member from the College of Optics and Photonics
 - (2) members from the College of Sciences
 - (1) member from the Rosen College of Hospitality Management
 - (1) member from the University Libraries
 2. Steering Committee members are elected by the senators of their respective academic units.
- D. Establishment of the Committees on Committee for 2020-2021
1. The Committee on Committees is chaired by the Vice Chair of the Senate and is composed of one Steering Committee member from each academic unit.

XI. ADJOURNMENT

- A. The meeting adjourned to break out rooms at 5.27 p.m.

1 **Resolution 2020-2021-1 Faculty Senate Bylaw Change - Resolutions**

2
3 **Whereas**, when the Faculty Constitution was separated into two separate documents, Faculty
4 Constitution and Bylaws, language regarding the process of adopting Senate resolutions was
5 inadvertently left out of the Bylaws; and

6
7 **Whereas**, Resolution 2016-2017-17 restored the majority of the resolution language except for
8 the right to a final appeal to the Board of Trustees; and

9
10 **Whereas**, the president of the university is accountable to the Board of Trustees in the
11 operation of the university; therefore

12
13 **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:

14
15 **Bylaws, Section IV. Meetings of the Senate**

16
17 I. Resolutions

18 As the elected body of the general faculty, the Faculty Senate may formulate its opinion upon
19 any subject of interest to the university and adopt appropriate resolutions. Resolutions
20 addressing those areas of authority legally reserved to the president and Board of Trustees are
21 advisory. Each resolution adopted by the Faculty Senate is forwarded to the provost and vice
22 president for Academic Affairs who shall act upon the recommendation within 60 days.

23
24 The provost and vice president for Academic Affairs shall have veto power over any resolution
25 by the Senate. The veto with rationale shall be communicated in writing to the Faculty Senate
26 and the chair of the Faculty Senate.

27
28 The Senate, by a two-thirds majority vote, may appeal to the president any resolution vetoed. ~~A~~
29 ~~decision by the president is final.~~ A subsequent veto by the president shall be communicated in
30 writing to the Faculty Senate and to the chair of the Faculty Senate within 60 days.

31
32 The Senate, by a two-thirds majority vote, may appeal to the Board of Trustees any action so
33 vetoed. A decision by the Board of Trustees is final.

1 **Resolution 2020-2021-2 Faculty Senate Bylaw Change – Undergraduate**
2 **Common Program Oversight Committee**

3 **Whereas**, the Undergraduate Common Program Oversight Committee members voted to modify
4 the duties of the committee to represent the work of the committee better; therefore

5 **BE IT RESOLVED** that the name and duties specified in the Bylaws for the Undergraduate
6 Common Program Oversight Committee be amended as follows with automatic updates to the
7 committee description in the Faculty Constitution:

8 General Undergraduate ~~Common Program Oversight Requirements~~ Committee

9 1. Duties and Responsibilities.

- 10 a. To monitor university-wide undergraduate curriculum requirements such as the
11 General Education Program, diversity, Gordon Rule, ~~civic literacy foreign~~
12 ~~language proficiency~~, and to review any changes, additions, or deletions to those
13 curriculum requirements.
14 b. To review, monitor, and make recommendations to the dean of the College of
15 Undergraduate Studies on courses and syllabi submitted to fulfill the university
16 diversity requirement to meet the established definition of diversity.
17 c. To make recommendations to the Undergraduate Policy and Curriculum
18 Committee on changes to the General Education Program, diversity, Gordon
19 Rule, civic literacy, and other state-mandated requirements.
20 d. To make recommendations to the Undergraduate Course Review Committee
21 regarding course proposals related to the General Education Program, diversity,
22 Gordon Rule, civic literacy, and other state-mandated requirements.

23 *Approved by the Undergraduate Common Program Oversight Committee on February 13, 2020.*

1 **Resolution 2020-2021-3 Faculty Senate Bylaw Change – Faculty Center for**
2 **Teaching and Learning Advisory Committee Duties**

3 **Whereas**, the Faculty Center for Teaching and Learning recommends the duties of the
4 committee be modified to represent the work of the committee better; therefore

5 **BE IT RESOLVED** that the name and duties specified in the Bylaws for the Faculty Center for
6 Teaching and Learning Advisory Committee be amended as follows with automatic updates to
7 the committee description in the Faculty Constitution:

8 **Faculty Center for Teaching and Learning Advisory Committee**

9 1. Duties and Responsibilities.

10 To advise the director of the Faculty Center for Teaching and Learning on matters related to
11 the following:

12 a. Supporting and developing faculty professional development in areas of teaching,
13 learning and the scholarship of teaching for all faculty, including full-time, adjunct and
14 graduate teaching assistants.

15 ~~b. Overseeing and administering professional teaching development activities.~~

16 c. Coordinating the nomination, review and selection of faculty fellowships and other
17 awards for ~~creative teaching and the innovative use of technology in~~ teaching and
18 learning.

19 ~~d. Administering and reviewing an annual assessment of the Faculty Center for Teaching~~
20 ~~and Learning activities.~~

21 e. Considering and recommending to the Faculty Senate and administration regarding the
22 needs and activities of the Faculty Center for Teaching and Learning.

1 **Resolution 2020-2021-4 Faculty Senate Bylaw Change – Student Committee**
2 **Term on Graduate Council Committees**

3 **Whereas**, the Graduate Appeals, Graduate Curriculum, and Graduate Policy committees specify
4 that the graduate student representative will be appointed by the chair of the Graduate Council
5 based on recommendations made by the President of the Graduate Student Association; and

6 **Whereas**, the graduate student is required to serve a three-year term; and

7 **Whereas**, it is impossible to know how long a graduate student will remain at UCF beyond the
8 current year; therefore

9 **BE IT RESOLVED** that the Bylaws for the Graduate Appeals, Graduate Curriculum, and
10 Graduate Policy committees be modified as follows:

11 **Graduate Appeals, Graduate Curriculum, and Graduate Policy Membership**

12 Terms of service shall be three years, staggered, with the exception of the student member, who shall
13 serve for one year.

Steering Assigned Topics for 2020-2021 Faculty Senate

Steering #	Committee Assignment	Topic	Description	Referred By	Status
1		Course Syllabus Database	In a joint initiative with the Executive Branch, the UCF Student Body Senate passed a resolution in support of the university taking the steps necessary for the creation of a syllabus database.	Self 4-1-20	
2019-2020-4	Personnel Committee	Faculty administrative action	Consistent investigation and consequences for faculty administrative action regarding sexual harassment or other issues of misconduct.	Deans Meeting 5-31-19	
2019-2020-5	Personnel Committee	Faculty facing administrator and vice president reviews.	The Senate was heavily involved in the review of administrators and vice presidents pre-BOT during the 90's. Previously approved administrative review resolutions were approved and placed in the Faculty Handbook (1971-1972-3, 1978-1979-5, 1983-1984-5, 1991-1992-13). With the evolution of the BOT and Faculty Excellence, faculty need more involvement in the review process.	Self and Steering 5-29-19	
2019-2020-6	Commencements, Convocations and Recognition	Honorary Degrees	According to BOG regulation 3.004, each BOT shall establish policies and procedures for recommending candidates for honorary degrees. The Faculty Senate last suggested procedures in 1994-1995 http://facultysenate.ucf.edu/resolutions/1994_1995/index.asp#res8 . Previous resolutions include 1991-1992-7 Honorary Degree Criteria and 1972-1973 Guideline Recommendations for Awarding Honorary Degrees. A BOT regulation needs to be developed for the criteria and rescinding on the honor for approval by the BOT.	Self 5-14-19	
2019-2020-7	Master Planning	Coordinate with Orange County to extend access to an eastern entrance to UCF to North Tanner Road.	The University experiences huge amounts of flow through traffic, particularly going to and from the Research Park. This flow through traffic contributes to the huge traffic backups on Orion and along Gemini as well as at Libra Dr and Gemini and long waits from 7 to 9:30 AM and 4 to 6 PM or later. The connection to North Tanner is NOT to be confused with any larger plans for another east/west route between route 50 and University. This is simply a limited route extension to North Tanner only. Plans and budgeting must be put in place to reroute traffic arising from the Research Park around the University to the east.	Proctor 4-19-19	
2019-2020-8	Master Planning	Plan and budget an east entrance from Percival Road.	The University has four west entrances, one south entrance, one north entrance, and no east entrance. Traffic arising or returning from the east of the University as well as the Research Park must circle around and come in through either the north or south entrance. The result is huge traffic backups on Orion and along Gemini as well as at Libra Dr and Gemini and long wait times occurring from 7 to 9:30 AM and 4 to 6 PM or later. Plans and budgeting must be put in place to enable traffic to enter the University from the east.	Proctor 4-19-19	

2019-2020-9	Ad Hoc Bylaws	Undergraduate Common Program Oversight Committee	Change bylaws to move committee from a Joint Committee to a subcommittee of the Undergraduate Council and change membership to include more constituents.	Steering 4-4-19	
2019-2020-10	Budget & Administrative	Library Funding	The University Library funding has been flat, as with other units. FY 18-19 resulted in \$200,000 less for acquisitions. Concerned that the Stars Digital Library is in jeopardy.	Steering 4-4-19	
2019-2020-11	Steering	Faculty Senate Budget	Obtain a budget from Academic Affairs to provide committees funding to conduct research or hire an outside firm.	Steering 4-4-19	
2019-2020-12	Personnel	Faculty Grievances	Grievances should be heard by a faculty panel instead of one administrator making the final decision. Obtain statistics on grievances from Contract Compliance & Administration Support on historical total number grievances by type, gender, etc. to identify a trend. Also research/benchmark other universities process.	Steering 4-4-19	
2019-2020-15	SPoI Task Force	Student Perception of Instruction (SPoI)	The surveys are prone to gender and minority bias and too much or too little emphasis is placed on SPoI for faculty evaluation.	Koons 3-27-19	
2019-2020-18	Personnel	Out-of-unit Faculty Benefits	Resolution 2017-2018-12 was denied. Work with the Faculty and Staff Benefits Committee in upcoming year to address issue.	Personnel 3-6-19	
2019-2020-19	Personnel	Emeritus Resolution 2017-2018-13	Policy update proceeding, examine to see if points raised in resolution are addressed in the policy.	Personnel 3-6-19	
2019-2020-20	Chair Talk to Provost	UCF Policy 4-401.2 Make-up Assignments for Authorized University Events or Co-curricular Activities	Review and update the policy to include the undergraduate research showcase.	Steering 3-7-19	
2019-2020-21	Ad Hoc Bylaws	Joint Committee Membership	Review the rationale for membership on Joint Committees in relation to the total number of faculty in units, faculty workload, and relevance.	Steering 8-22-19	
2018-2019-1	Personnel	Faculty Excluded from Awards.	Faculty with minor administrative roles (out-of-unit) are now excluded from awards based on the Collective Bargaining Agreement. The impact on the faculty evaluation based on the inability to apply and be selected for an award. Response: Pegasus Award now includes out-of-unit.	Steering 4-5-18	Committee monitoring.

2018-2019-2	Personnel	Payment Structure for Awards.	Excellence and Pegasus Professor awards should be more prestigious than individual accomplishment awards such as TIP, RIA, and SoTL and the financial benefit should be more than a one-time payment.	Steering 4-5-18	Continuing Issues regarding TIP, RIA, SoTL, etc.
2018-2019-4	FCTL – reassign to Bookstore Advisory	Textbook Affordability.	Increase faculty involvement and additional training regarding textbook affordability through open educational resources (OER). Response: FCTL including materials in summer conference.	Steering 4-5-18	FCTL given a seat on campus-wide CDL & Library committee.
2018-2019-9	Postpone Indefinitely	GEP Assessment System.	The system to enter GEP Assessment results needs major improvement. GEP courses are being requested to be Gordon Rule eligible that can't. Note: Keisha Hoerrner, Melody Bowdon, OEAS, and other faculty are trying working to improve the assessment.	Steering 4-5-18	
2018-2019-10	Parking, Transportation, & Safety	Golf Cart Speed Limit.	Environmental Health & Safety appears to be setting a 15MPH speed limit for golf carts on pedestrian walkways. Should be slower to ensure pedestrians have time to be aware of a golf cart in order to avoid a collision. Response: Transitioning from EHS to Compliance & Ethics. A new UCF policy needs to be created regarding speed limits. Committee recommended 10mph on sidewalks.	Coffey 4-9-18	Committee Monitoring
2018-2019-12	Personnel	Faculty Salary Compression Study	Update to study for all faculty. Comment: Request both equity AND compression studies in upcoming year. Steering 4-4-19: Identify the annual pay raises around the State.	Self 8-8-18	Not addressed
2018-2019-14	Personnel	Faculty Retention	Colleges are struggling with faculty retention.	Dean meetings 8-8-18	Faculty Excellence is examining via COACHE response.
2018-2019-15	UPCC	Transfer Credit Evaluation Issues	No formal process or guidelines to evaluate transfer credit evaluation for out-of-state or courses at other institutions. Response: Draft documents complete. UPCC may vote on them in April. Changes to SACSCOC regulations & UCF's timeline for launching OCR software has made this more complex.	Hoerrner 8-8-18	In Progress – better suited for program coordinators, chairs/directors, or Assoc. Deans.
2017-2018-6	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? Is it possible to develop the Creative School downtown as we build the campus?	Steering 4-6-17	Still Discussing

2017-2018-7a	Information Technology – reassign to Parking, Transportation & Safety	Navigation/directions on campus.	Even though more signs have been installed, visitors need a way to navigate and determine where they are on campus and how to get to a location on their phone. Response: Based on information received (2-11-19 minutes), the issue should be re-assigned to the Parking committee.	Steering 8-7-17	Issue should be assigned to the PTS Committee.
2016-2017-35	Personnel to Steering	Committee chairs, reward and accountability for service (including service during the summer).	Modest number of faculty that do a very high amount of service (30-40%). They get credit for 10 – 15% assignment of service. Anything over that amount doesn't count. Give appropriate benefit or payment.	Harrington 8-11-16	Steering AD Hoc Committee 3-7-19
2017-2018-18	Postpone Indefinitely to monitor	University Master Planning Committee	Recommendations to increase the UMPC's involvement in short- and long-range planning.	University Master Planning Committee	Monitor

2017-2018-5	FCTL	Lack of Study Abroad policy. (UCF policy 2-902; CBA Article 8.8)	Need a policy that explains the expectations on number of students, salary, etc. Taking 30 students abroad for one faculty member is dangerous and impossible to manage. Faculty are told you must take a minimum of 25 students in order to be paid. The union complains that we are giving away SCH's and the students beg for the opportunity. Discussion: Don't think UCF Global has a policy. Need a resolution to get a policy created.	Steering 4-6-17	FCTL gave to Division of Teaching & Learning and UCF Global to handle task.
2017-2018-16	Personnel	Spousal Conflict of Interest Resolution; Resolution 2016-2017-13	Keep informed of progress the UCF Research Conflict of Interest committee is making on issue. Policy didn't resolve specific issues. Response: Current policy didn't resolve specific issues. UCF Research Col committee supposed to address. Issue may need input from Compliance & Ethics.	Personnel Committee	Keep Open – Other input to occur
2017-2018-28	Strategic Planning Council	Strategic Planning Council	The membership and duties of the Strategic Council Committee may be out-of-date with the Collective Impact Strategic Plan. What is the role of this advisory committee to the president?	Self 7-25-17	Pending