



# Faculty Senate

## Steering Committee

Minutes for meeting of Thursday, April 8, 2021, 4:00 pm

YouTube Link to access recording: <https://youtu.be/GH1NpPlfusk>

- 1) Quorum reached and call to order at 4:00 p.m.
- 2) Roll Call via Qualtrics – Faculty Senate Chair Joseph Harrington, Vice Chair Blake Scott, Secretary Kristine Shrauger and Past Chair William Self were present. (see *meeting materials for list of participants*)
- 3) Approval of Minutes of *March 11, 2021*
  - a) Agenda Item 10(d)(i) – Committee Reports, continued Lines 7 and 9, strike 2015- so it reads “Using 2020 data” and “Using 2019 data:”, respectively. Motion seconded. Vote taken electronically via Zoom with 10 yes/ 0 no votes. Motion passes. Agenda item 10(g)(i) Committee Reports, continued Line 8 – change “Ban to Box” to “Ban the Box”. Motion seconded. Vote taken electronically via Zoom with 13 yes/0 no votes. Motion passes. Agenda item 4(a) Announcements Line 5 – strike “so he proceeded with the meeting.” Motion seconded. Vote taken electronically via Zoom with 12 yes/0 no votes. Motion passes.
- 4) Announcements – *Joseph Harrington*
  - a) Chair Harrington noted that COVID is looking better. The legislature should approve a budget by the end of the month. On April 1 the Faculty Senate Leadership Forum was attended by approximately 14 new senators and there was a productive discussion. He encouraged senators to recruit chairs and committee members. The COACHE survey closes April 12 and he urged everyone to complete survey. He noted that over the summer, the administration does its rebuilding work and he proposed that the administration give monthly updates over the summer to the Faculty Senate. Attendance at these meetings would be optional and the meetings would be scheduled ahead of time to hold a place on everyone’s calendar. If an emergency arises, a meeting would be held in the time slot that is being held. The plan is to not have any meetings, unless absolutely necessary. It was suggested in the chat to recruit more women, underrepresented faculty and NTE faculty for senate committees and chairs. A web course has been created for new senators to get an overview of senator roles, faculty governance and Robert’s Rules. Chair Harrington encouraged senators to read the agenda and meeting materials prior to coming to the meeting. Priorities for this year were appointing university committee members. Next year he would like to see the elections meeting be at the end of the March meeting and not in the April meeting. He would also like to formalize the summer updates. Budget and service level agreements for the senate will also be worked on. He would like to see the agenda at the university moved through the senate committees. He would also like to focus on recruiting for committees. He would like to see more faculty leaders around the president. The Research Council subcommittee will work on the Conflict of Interest questions 1-11. The



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Information Technology Committee will work on surveillance cameras and the privacy policy. He proposed adding a legislative budget update to senate meeting.

## 5) Recognition of Guests

- a) Joe Adams, Senior Communications Director, Academic Affairs
- b) S. Kent Butler, Interim Chief Equity, Inclusion and Diversity Officer, Office of Diversity and Inclusion
- c) Lucretia Cooney, Director, Faculty Excellence
- d) Allison Hurtado, Director of Communications, Faculty Excellence
- e) Jana Jasinski, Vice Provost, Faculty Excellence
- f) Michael Johnson, Interim Provost, Academic Affairs
- g) Jessica Wickey-Byrd, Instructor and Internships Program Director, Rosen College of Hospitality Management

## 6) Report of the Provost

- a) Interim Provost Michael Johnson thanked the Steering Committee members for the privilege of working with them during this historically difficult year. He thanked them for helping UCF navigate this tough time relatively well. Next week brings a much-deserved spring break. Afterwards, all classes plus final exams will be offered remotely. **Summer and fall planning** - This summer UCF will maintain all COVID precautions. For Summer A and therefore also C and D, schedules will be like the spring: a reasonable number of courses on campus, but most sections remote. For Summer B, extra on-campus classes will be added, particularly those that are important for the many freshmen who begin in Summer B. Some classes will be split into smaller sections and fit into smaller classrooms. More instructors will be hired using the second batch of COVID relief money. There will not be any exemptions provided from face-to-face teaching this summer as in the past year. Virtually all faculty and staff willing to be vaccinated will be able to do so by summer. Those who have a reason not to be vaccinated may be able to teach a remote class if it works out in their department. Some special cases may still require special treatment, perhaps using the ADA process. The governor lowered the vaccine age eligibility in Florida to anyone 18 or over; plus 16 or 17 with parental permission. UCF received vaccines for 6,000 students. Those appointments filled up within 24 hours, therefore students have been asked to seek out vaccines wherever they live. All students willing and able to be vaccinated will have the opportunity before fall. Fall will have an ordinary class schedule – like fall 2019, not fall 2020. Physical distancing will no longer be enforced, although the CDC may still recommend some measures such as face coverings and cleaning. If for whatever reason COVID conditions worsen – for instance, some variant takes off – this should be clear by midsummer, and UCF will pivot once again to more remote teaching. Some faculty are exploring what they learned about new distance learning modes. He asked that these faculty carefully assess success, perhaps together with the Division of Digital Learning. **COVID relief funding and state budget** - This fiscal year's state budget is still uncertain. Tax revenues are rebounding fast, the state and the university

received substantial COVID relief money but are still waiting on whether funds can be used to offset state cuts. Much will become clearer in the next three weeks as the legislature wraps up. **Planning** - The president has expressed a goal of becoming a top 50 public research university. Student outcomes are already top 50, but resources are decidedly far from top 50. The beginning stage of strategic thinking is to develop potential scenarios that could lead to top 50 status, including getting the student-faculty ratio to a reasonable number (25 or less). By fall members of the university community will be engaged to help.

**Commencement** - Commencement ceremonies are coming May 6-8. Some students selected Grad Walk; others chose the more traditional ceremony. Aside from the doctoral ceremony, faculty will not be participating in these events except as ticketed guests of students, with one exception: The College of Medicine ceremony is May 21 and faculty members are welcome to attend but will need tickets from the college. **Founders' Day** - The Founders' Day program was broadcast yesterday on YouTube (<https://www.ucf.edu/news/2021-founders-day-honorees/>) and Provost Johnson congratulated faculty colleagues who were recognized for their excellence. **Virtual Wellness Panel** - At noon on April 20, Faculty Excellence will host a virtual wellness panel exclusively for faculty titled "Putting You First." Expert tips on mental and physical wellness will be provided, as well as other insights on navigating life.

<https://events.ucf.edu/event/2064461/putting-you-first-faculty-wellness-panel/>.

**Questions from senators:** Vaccine rollout for students. Some students couldn't get the shot if they didn't have an Orange County address. Dr. Deichen wanted to be sure that students could come back to UCF for second shot. The first notification went out to local students only and then was opened to all the second day. Are there vaccination plans through the summer? It is not known when more doses will be received. Will there be any academic realignments in the future? There have been no conversations about it. Chair Harrington said that the Founders' Day video was a very nice presentation. He noted that Jim Moharam received his Emeritus status.

## 7) Committee Reports

### a) Ad Hoc Budget and Labor Crisis Response – *Reid Oetjen*

- i) The committee has not met since February 24 but will be meeting the week after spring break. Assistant Professors are looking for tenure extensions. Jana Jasinski, Vice Provost for Faculty Excellence said that Faculty Excellence is working on it.

### b) Ad Hoc Health and Safety Crisis Response – *Stephen King*

- i) The committee met and considered the vaccine questions already addressed. They also discussed what the expectations will be for students regarding professors allowing Zoom in addition to face-to-face classes and wanted to know whether they will know ahead of time whether a professor allows Zoom in their classes. The provost said that he is unwilling to tell the faculty what modality to use for their classes. He mentioned mandatory attendance and not wanting those who are sick coming to class. Senator King asked that there be clear communication as to what the expectation is for classrooms. The provost doesn't want students to expect or demand certain modalities but



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wants the faculty to be able to decide. A senator mentioned that faculty are handling their classes in different ways.

- 8) Old Business
  - a) COVID Discussion – no update
  
- 9) New Business
  - a) Announcement of Senate Officer Candidates for Upcoming Senate Year–  
*Nominating Committee*
    - i) Senator Self thanked the members of the nominating committee (Blake Scott, Kelly Semrad and Nina Orlovskaya) for working with him to put together a slate of candidates. They reached out to several faculty senators to try to get multiple candidates for each position. Nominations to date are: Faculty Senate Chair - Joseph Harrington, Faculty Senate Vice Chair – Edwin Torres and Stephen King, and for Faculty Senate Secretary – Kristine Shrauger and Patricia Farless. Chair Harrington thanked the Nominating Committee for their efforts.
  - b) Proposal: Special Senate Meeting April 22 at 4:00 pm to consider Resolution 2020-2021-8 Faculty Senate Bylaw Change Parking, Transportation and Safety Committee and Resolution 2020-2021-11 Faculty Senate Bylaw Change Composition of Information Technology Committee – *William Self*
    - i) Senator Self made a motion for a 30-minute meeting at the beginning of the April 22 Senate meeting to consider Resolutions 2020-2021-8 and 2020-2021-11. Second. A senator would like to add an item to the agenda to receive a report. Chair Harrington asked that she bring it up during Other Business. No further discussion on main motion. Vote taken electronically via Zoom with 14 yes/0 no votes. Motion passed. Senator Koons stated that this should be called an added meeting of the 2020-2021 senate year. Chair Harrington said that the agenda will include the President and Provost reports. He said they should not consider any other business. Discussion of meeting times for agenda. A motion is made to have first meeting end at 5:00. Second. A senator is concerned about the second meeting having enough time to do the business of selecting the Steering and Committee on Committee members. Another senator said these items do not take a lot of time. Vote taken electronically via Zoom with 14 yes/1 no votes. Motion passed.
  - c) Exception to Consideration of Resolution at Special Senate Meeting
    - i) To vote on the IT bylaw, there needs to be 30 days between notifications. In this case there are only 28 days. The Steering Committee can waive for an emergency situation. Motion made to make an exception to allow resolution 11 to be heard at Senate, second. Vote taken electronically via Zoom with 15 yes/0 no votes. Motion passed.
  - d) Discussion: Possible Summer Steering Meetings
    - i) Chair Harrington proposed that the President and Provost provide a monthly update throughout the summer and a meeting that would be optional for attendance and if an emergency meeting is needed to have them during



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these scheduled times. The majority of the Steering members feel that it would be helpful.

## 10) Committee Reports, Continued

- a) Budget and Administrative Committee – *Nina Orlovskaya*
  - i) Last meeting was on March 3 and the committee discussed the library resolution being postponed. They will consider a better way to word the resolution. No meeting since.
- b) Information Technology Committee – *James Gallo*
  - i) The committee will be submitting a resolution in an upcoming session. The committee will meet over the summer.
- c) Parking, Transportation and Safety Committee – *Jessica Wickey*
  - i) Dr. Michael Valenti discussed a potential item to go onto the initial Faculty Senate meeting for the next session in the fall of 2021. He is working on collecting data and collaborating with David Anderson (George Mason) on the longstanding College Alcohol Survey that will include more data points – with particular attention to Narcan availability, administration and its relationship to use/overdoses on our campus. Chief Metzger and Dr. Valenti discussed collaborating on collecting local information from the fire department, as police are called for all emergencies, public safety and medical and would have that data. Chief Metzger will reach out to the fire department. Dan Topping will reach out to Steering for the process of adding to the agenda. Sai Deng of the UCF Libraries will work with UCF Parking regarding citations during a group event. The email for event planning and other concerns is [eventsarking@ucf.edu](mailto:eventsarking@ucf.edu). They will work on this together offline.
- d) Personnel Committee – *Stephen King*
  - i) The committee noted a potential concern regarding Resolution 2020-2021-12, which was passed in the last Senate meeting. They suggest that the group working on it should contact the library regarding classifications. They also discussed Regulation 2.010 amendment. They also reviewed their topics list for next year's committee. Chair Harrington wanted to know if the forming of the Ad Hoc EID committee helped with their workload. He said that it will help with next year's workload.
- e) Research Council – *Victoria Loerzel*
  - i) No update
- f) Graduate Council – *Jim Moharam*
  - i) The Appeals Committee met on April 1. There is no meeting scheduled. The Curriculum Committee has not met and there is no meeting scheduled. The Policy Committee's next meeting is scheduled for April 12. The Program Review and Award Committee has not met, and no meeting is scheduled. The College of Graduate Studies is initiating a revision to UCF-2.003 policy relevant to graduate admission requirements. The intent is to maintain the integrity of admission requirements while increasing the flexibility programs have in selecting the best candidates for their program.
- g) Undergraduate Council – *William Self*
  - i) No committee meetings since last senate meeting
- h) Ad Hoc Equity, Inclusion and Diversity Committee – *Kristine Shrauger*



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- i) The committee has not met since the last meeting.

## 11) Other Business

- a) A senator made a motion to add an agenda item to the next Senate meeting to have an update on salary compression and salary equity reports from the Personnel Committee. No second. Motion fails. Another senator asked about the welcome email that asked senators to caucus prior to meeting to select Steering and Committee on Committees members. Chair Harrington said that the intent was for senators to get to know each other prior to the first meeting. He asked whether Janet Owen, Vice President for Government Relations, should come to the next Senate meeting. No motion was made.

## 12) Meeting adjourned at 5:27 p.m.

Reviewed and submitted for approval by

Kristine J. Shrauger Digitally signed by Kristine J. Shrauger  
Date: 2021.08.19 09:25:03 -04'00'

Kristine Shrauger  
Faculty Senate Secretary

Steering Committee Attendance  
April 8, 2021

First Name:	Last Name:	College/Unit:	Meeting Role: - Selected Choice	Meeting Role: - Guest (provide title below): - Text
Keith	Koons	CAH	Steering Committee Member	
Blake	Scott	CAH	Steering Committee Member	
Michael	Proctor	CECS	Steering Committee Member	
Nina	Orlovskaya	CECS	Steering Committee Member	
Shawn	Burke	CGS	Steering Committee Member	
Stephen	King	COM	Steering Committee Member	
Bill	Self	COM	Steering Committee Member	
Vicki	Loerzel	CON	Steering Committee Member	
Luca	Argenti	COS	Steering Committee Member	
CHRISTA	DIERCKSEN	COS	Steering Committee Member	
Joseph	Harrington	COS	Steering Committee Member	
Jim	Moharam	CREOL	Steering Committee Member	
Reid	Oetjen	HMI	Steering Committee Member	
Missy	Murphey	UL	Steering Committee Member	
Kristine	Shrauger	UL	Steering Committee Member	
Joe	Adams	Academic Affairs	Guest (provide title below):	Senior Communications Director
Michael	Johnson	Academic Affairs	Guest (provide title below):	Interim Provost
S. Kent	Butler	Diversity and Inclusion	Guest (provide title below):	Interim Chief equity inclusion and diversity officer.
Jana	Jasinski	Faculty Excellence	Guest (provide title below):	Vice Provost
Allison	M Hurtado	Faculty Excellence	Guest (provide title below):	Director of Communications
Lucretia	Cooney	Faculty Excellence	Guest (provide title below):	Director