

MEMORANDUM

Date: July 27, 2016
TO: Members of the Steering Committee
FROM: Keith Koons
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on August 11, 2016**

Meeting Date: Thursday, August 11, 2016
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: **Rosen College for Hospitality Management, Room 231E**

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of April 7, 2016**
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
 - None
7. **New Business**
 - Faculty Retirement Options – *Shelia Daniels*
 - Faculty Senate Bylaw Resolutions
 - Resolution 2016-2017-1 Faculty Senate Bylaw Change, Section VIII. Joint Committees and Councils
 - Resolution 2016-2017-2 Faculty Senate Bylaw Change, Various Joint Committees and Councils
 - Resolution 2016-2017-3 Faculty Senate Bylaw Change, University Promotion and Tenure Committee
 - Resolution 2016-2017-4 Faculty Senate Bylaw Change, Undergraduate Council and Committees
 - Resolution 2016-2017-5 Faculty Senate Bylaw Change, Graduate Council and Committees
 - Resolution 2016-2017-6 Faculty Senate Bylaw Change, Parking Advisory and University Parking and Transportation Committees
 - Resolution 2016-2017-7 Faculty Senate Bylaw Change, Information Technology Resource Advisory Committee
 - Resolution 2016-2017-8 Faculty Senate Bylaw Change, Nominating Committee
 - Resolution 2016-2017-9 Faculty Senate Bylaw Change, Governance in Academic Units
 - Resolution 2016-2017-10 Faculty Senate Bylaw Change, Restore Section IV.I. Resolutions
 - Resolution 2016-2017-11 Faculty Senate Bylaw Change, Section IX. Amendments

- Committee Assignment Update – *Bill Self*
- Senate Committee Liaisons
- Senate Parliamentarian
- Topics for 2016-2017 Senate committee action

8. Other Business

- November 17 Senate meeting update on UCF Downtown presentation.

9. Adjournment

Faculty Senate
Steering Committee Meeting
Minutes of April 7, 2016

Keith Koons, chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of March 17, 2016 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Kristy McAllister, Academic Affairs Information and Publication Services

ANNOUNCEMENTS

Inaugural recognition of Faculty Senate Service was recognized at yesterday's Founder's Day convocation. Current and retired faculty members were honored, serving between 10 and 35 years. Many recipients commented how they appreciated being honored.

Dr. Koons announced the UCF Celebrates the Arts being held April 8 through April 16 at the Dr. Phillips Center for Performing Arts. All events are free. A flyer was distributed.

Dr. Breiter Terry announced the 6th annual Cabaret and Cabernet event being held April 9 from 6:00 – 10:00 p.m. at the Rosen College. The event features unlimited wine, food, and entertainment. The cost is \$75.00 and is completely produced by students.

The Latino Faculty and Staff Association (LaFaSA) is holding the Broche do Oro event Wednesday, April 13 from 5:30 – 7:30 p.m. at the Fairwinds Alumni Center to recognize partners and sponsors that helped launch the organization. Dr. Koons is unable to attend on behalf of the Senate. He asked if anyone from Steering is able to attend on behalf of the Senate. Nobody was able to attend.

Today is the last Steering meeting for 2015-2016. The first meeting for 2016-2017 is scheduled for August 11 at the Rosen College of Hospitality Management. A brief tour of the campus will be offered at 3:30 p.m. Dr. Koons thanked the members for their service on the Steering committee.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Ronnie Korosec reporting on behalf of the Provost.

COACHE Survey

The priority setting committee has met regularly. The five priorities have been set: departmental leadership, nature of work, personal and family policies, promotion policies, and recognition and appreciation. The sub-committees have been meeting with stakeholders to identify the most important components for each priority and categorize each component as low, medium, or high as they relate to cost strategies for improvements. At the next meeting, they will present a more refined set of strategies and gain consensus for a proposed plan to move forward. The strategies will be presented to faculty for feedback on May 11 at the Faculty Summer Conference.

Research and Graduate Education

Academic Affairs received the draft report from the external consultants today. The provost still needs to review the report. There will be an open forum April 12 from 1:00 – 2:30 p.m. in the Morgridge International Reading Center, room 108 to discuss the leadership of the Vice President for Research and Dean for the College of Graduate Studies. The forum is being hosted by Parker Executive Search and a livestream opportunity is available for those unable to attend in person. The position has been posted on the UCF website and in the Chronicle. Parker Executive will be posting in four or five other venues to ensure a diverse applicant pool.

Question: Is it still possible for the position to start by July 1? Yes, the search firm has about 10-12 highly qualified applicants.

Question: Is the open forum going to discuss if the position should be combined or not? No. The decision has already been made to combine the positions by the provost and president. The forum will hopefully determine the vision for research and graduate education, and the desired characteristics of the leader.

College of Arts and Humanities Dean Search

The last open forum was held today. Interviews will conclude tomorrow. The three candidates are Giovana Summerfield, Auburn University; Tom Foster, DePaul University; and internally, Jeff Moore from the School of Performing Arts. The search committee will meet next week to review the evaluation forms and list pros and cons for the provost for consideration.

Follow-up

Paige Borden gave a salary study presentation at the last Senate meeting. We requested a gender gap/equity study; Dr. Borden indicated the additional information could be provided. Not sure if this will actually be done or who to contact to follow-up. Dr. Korosec will follow-up with the provost and Dr. Borden.

NEW BUSINESS

Nomination of Faculty Senate Officers

Reid Oetjen reported the slate of officers put forward by the Nominating committee: Keith Koons, Chair; William Self, Vice Chair; and Kevin Coffey, Secretary. Dr. Oetjen noted that no other nominations were received. Nominations may be submitted prior to the Senate meeting or made from the floor at the Senate meeting.

Motion and second made to accept the slate of officers for the ballot of the 2016-2017 Faculty Senate. Vote: all in favor; motion passes. Dr. Oetjen thanked the members of the committee; Deborah Breiter Terry and Bari Hoffman-Ruddy.

Call for Topics for 2016-2017 Senate

Dr. Koons asked for topics for the next Senate year. Committee members made the following suggestions:

- Nepotism policy
- Determine if 2005 Academic Rigor report needs to be updated
- Elevate the Research Council to an operational committee
- Need lactation rooms in new buildings; currently only have four
- Follow-up on salary study
- Nanoscience faculty status and representation
- Formal Form/Process for Undergraduate Course Approvals across colleges (added from Liaison Committee Reports)

Any additional topics should be sent to the chair.

Standard Meeting Day/Time

Bill Self informed the committee that a standard meeting day and time for each Senate Operational and Curricular committee has been set. We left the same meeting day and time set this year; just modified the time to ensure the meeting doesn't cross two teaching blocks. It will be up to the Committee on Committees representatives to ensure faculty requesting service on a committee are able to meet on the specified day and time prior to finalizing committee appointments. Setting the standard meeting day and time should reduce incidents of faculty resigning after the committees start meeting. Success will be evaluated at the end of 2016-2017.

LIAISON COMMITTEE REPORTS

Budget and Administrative Committee – Robert Cassanello

No report.

Parking Advisory Committee – Bari Hoffman-Ruddy

Committee meets April 21. Updated Steering on the additional questions raised from the last Steering committee meeting.

Question: What is the net gain/loss was for faculty and students with the new construction occurring on campus? Net gain approximately 600 -700. As of the Fall

semester, the number of parking spaces included: 399 faculty only, 1,499 faculty and staff, and 13,669 student. This doesn't include the handicap or motorcycle spaces.

Question: Are parking decals/hangtags being enforced for parking at the softball lot? Yes.

Question: Is the faculty lot near Colbourn Hall going to be limited once the new Trevor Colbourn Hall construction is started? At this point, no impact is anticipated.

Question: What is the impact on parking for the new faculty? Ongoing process when allocating parking spaces.

Personnel Committee –Linda Walters

Has not met since the last meeting.

Graduate Council – Jim Moharam

All committees met at least once. The Graduate Appeals and Program Review and Awards committees are still meeting.

Undergraduate Council – Hyoung Jin Cho

Undergraduate Course Review committee met on April 5. The committee did not approve a motion to rescind approval of a course previously approved. The problem occurs when a college/department gains approval for a specific course, then later another course with a similar name is approved for a different college/department. Conflict arises due to the similarity. There is no formal policy or procedure to ensure other colleges are consulted prior to requesting approval. It was noted that for Graduate courses, a formal form must be signed before the committee will consider. Requested the issue be put on the topics list for next year. The Undergraduate Policy and Curriculum Committee meeting was canceled.

OTHER BUSINESS

None.

ADJOURNMENT

Motion to adjourn made and seconded. The committee adjourned at 4:45 p.m.

2016-2017 BUDGET AND ADMINISTRATIVE COMMITTEE

7/14/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
An, Linan	Engineering & Computer Science	Materials Science and Engineering	2016-2018	Yes	Voting	Linan.An@ucf.edu
Bhardwaj, Pradeep	Business	Marketing	2015-2017	Yes	Voting	Pradeep.Bhardwaj@ucf.edu
Buck, Tina	Libraries	Acquisitions & Collections Services	2016-2018	Yes	Voting	Tina.Buck@ucf.edu
Dodd, Melissa	Sciences	Communication	2016-2018	Yes	Voting	Melissa.Dodd@ucf.edu
Kuebler, Stephen	Sciences	Chemistry	2015-2017	Yes	Voting	Stephen.Kuebler@ucf.edu
LaManna, Jackie	Nursing	Nursing	2016-2017	Yes	Voting	Jacqueline.LaManna@ucf.edu
Sugaya, Kimi	Medicine	Biomedical Sciences	2016-2018	Yes	Voting	Ksugaya@ucf.edu
Watson, Keri	Arts & Humanities	School of Visual Arts and Design	2016-2018	Yes	Voting	Keri.Watson@ucf.edu
Yan, Xin	Sciences	Statistics	2016-2018	Yes	Voting	Xin.Yan@ucf.edu
Faculty Representatives						
Gaume, Romain	Optics	Optics and Photonics	2016-2018	No	Voting	Gaume@ucf.edu
Hernández, Florencio Eloy	Sciences	Chemistry	2015-2017	No	Voting	Florencio.Hernandez@ucf.edu
Hua, Nan	Hospitality	Hospitality Services	2015-2017	No	Voting	Nan.hua@ucf.edu
Kong, Anthony	Health & Public Affairs	Communication Sciences and Disorders	2016-2018	No	Voting	Antkong@ucf.edu
Valdes, Anna	Education & Human Performance	Educational and Human Sciences	2016-2017	No	Voting	Anna.Valdes@ucf.edu
Wang, Tang	Business	Management	2015-2017	No	Voting	Tang.Wang@ucf.edu

2016-2017 BUDGET AND ADMINISTRATIVE COMMITTEE

Name	College	Department	Term	Senator	Voting	Email
Administrators						
Clark, Tracy	Academic Affairs	Provost designee	Continuing	No	Ex officio	Tracy.Clark@ucf.edu
Merck, William	Division of Administration and		Continuing	No	Ex officio	William.Merck@ucf.edu

2016-2017 GRADUATE APPEALS COMMITTEE

7/14/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Kourova, Alla	Arts & Humanities	Modern Languages and Literatures	2016-2019	Yes	Voting	Alla.Kourova@ucf.edu
Lambert, Stephen	Medicine	Medical Education	2015-2017	Yes	Voting	Stephen.Lambert@ucf.edu
Walker, John	Sciences	Anthropology	2016-2018	Yes	Voting	John.Walker@ucf.edu
Faculty Representatives						
Byrd, Anthony	Business	Finance	2014-2017	No	Voting	Byrd@ucf.edu
Fang, Jiyu	Engineering & Computer Science	Materials Science and Engineering	2015-2018	No	Voting	Jiyu.Fang@ucf.edu
Gurupur, Varadraj "Raj"	Health & Public Affairs	Health Management and Informatics	2015-2017	No	Voting	Varadraj.Gurupur@ucf.edu
Kwun, David	Hospitality	Hospitality Services	2016-2019	No	Voting	David.Kwun@ucf.edu
Russell, William	Education & Human Performance	School of Teaching, Learning and Leadership	2015-2017	No	Voting	Russell@ucf.edu
Scharf, Meg	Libraries	Administrative Office	2014-2017	No	Voting	Meg@ucf.edu
Schoenfeld, Winston	Optics	Optics and Photonics	2016-2019	No	Voting	Winston@creol.ucf.edu
Weiss, Josie	Nursing	Nursing	2015-2017	No	Voting	Josie.weiss@ucf.edu
Student Representatives						
Noyongoyo, Boniface	Graduate Student Association	Graduate Student Association	2014-2017	No	Voting	Bonoya@knights.ucf.edu
Administrators						
Jones, Tracy	Graduate Studies	Graduate Admissions	Continuing	No	Ex officio	Tracy.Jones@ucf.edu

2016-2017 GRADUATE CURRICULUM COMMITTEE

7/21/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Gunter, Glenda	Education & Human Performance	Educational and Human Sciences	2016-2018	Yes	Voting	Glenda.Gunter@ucf.edu
Kelliher, Charles	Business	Accounting	2014-2017	Yes	Voting	Charles.Kelliher@ucf.edu
Olan, Elsie	Education & Human Performance	School of Teaching, Learning and Leadership	2015-2018	Yes	Voting	Elsie.Olan@ucf.edu
Purmensky, Kerry	Arts & Humanities	Modern Languages and Literatures	2016-2019	Yes	Voting	Kerry.Purmensky@ucf.edu
Sandoval, Jennifer	Sciences	Communication	2015-2017	Yes	Voting	Jennifer.Sandoval@ucf.edu
Tasci, Asli	Hospitality	Tourism, Events, and Attractions	2016-2018	Yes	Voting	Asli.Tasci@ucf.edu
Weeks, Art	Engineering & Computer Science	Electrical and Computer Engineering	2014-2017	Yes	Voting	Arthur.Weeks@ucf.edu
Faculty Representatives						
Andrews, Diane	Nursing	Nursing	2014-2017	No	Voting	Diane.Andrews@ucf.edu
Ebert, Steven	Medicine	Biomedical Sciences	2015-2018	No	Voting	Steven.Ebert@ucf.edu
Pang, Shuo "Sean"	Optics	Optics and Photonics	2015-2017	No	Voting	Pang@creol.ucf.edu
Sypolt, Terrie	Libraries	Research and Information Services	2015-2018	No	Voting	Terrie.Sypolt@ucf.edu
Student Representatives						
Pulido, Andrea	Graduate Student Association	Graduate Student Association	2015-2018	No	Voting	Andrea.pulido@knights.ucf.edu
Administrators						
Weishampel, John	Graduate Studies		Continuing	No	Ex officio	John.Weishampel@ucf.edu

2016-2017 GRADUATE POLICY COMMITTEE

7/14/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Choi, Yoon	Business	Finance	2015-2018	Yes	Voting	ychoi@ucf.edu
Moharam, Jim	Optics	Optics and Photonics	2015-2018	Yes	Voting	moharam@creol.ucf.edu
Song, Zixia	Sciences	Mathematics	2016-2017	Yes	Voting	Zixia.Song@ucf.edu
Faculty Representatives						
Aroian, Karen	Nursing	Nursing	2014-2017	No	Voting	Karen.Aroian@ucf.edu
Cortelyou-Ward, Kendall	Health & Public Affairs	Health Management and Informatics	2014-2017	No	Voting	Kendall.C.Ward@ucf.edu
Dombrowski, Paul	Arts & Humanities	English	2015-2018	No	Voting	Paul.Dombrowski@ucf.edu
Fyall, Alan	Hospitality	Tourism, Events, and Attractions	2014-2017	No	Voting	Alan.Fyall@ucf.edu
Hirumi, Atsusi	Education & Human Performance	Educational and Human Sciences	2014-2017	No	Voting	Atsusi.hirumi@ucf.edu
Randall, Andrew	Engineering & Computer Science	Civil, Environmental, and Construction Engineering	2015-2018	No	Voting	Andrew.Randall@ucf.edu
Rohde, Kyle	Medicine	Biomedical Sciences	Interim	No	Voting	Kyle.Rohde@ucf.edu
Scharf, Meg	Libraries	Administrative Office	2015-2017	No	Voting	Meg@ucf.edu
Student Representatives						
Atkinson, Christopher	Graduate Student Association	Graduate Student Association	2015-2018	No	Voting	Chrisatkinson@knights.ucf.edu
Administrators						
Jones, Tracy	Graduate Studies	Graduate Admissions	Continuing	No	Ex officio	Tracy.Jones@ucf.edu

2016-2017 GRADUATE PROGRAM REVIEW AND AWARDS COMMITTEE

7/21/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Bölöni, Lotzi	Engineering & Computer Science	Computer Science	2015-2018	Yes	Voting	lboloni@eecs.ucf.edu
LiKamWa , Patrick	Optics	Optics and Photonics	2016-2019	Yes	Voting	patrick@creol.ucf.edu
Raimundi-Ortiz, Wanda	Arts & Humanities	School of Visual Arts and Design	2016-2019	Yes	Voting	Wanda.Raimundi-Ortiz@ucf.edu
Sellnow, Timothy	Sciences	Communication	2016-2019	Yes	Voting	Timothy.Sellnow@ucf.edu
Smith, Gerald	Health & Public Affairs	Health Professions	2014-2017	Yes	Voting	Gerald.Smith@ucf.edu
Faculty Representatives						
Blackwell, Christopher	Nursing	Nursing	2015-2018	No	Voting	Christopher.Blackwell@ucf.edu
Chakrabarti, Debopam	Medicine	Biomedical Sciences	2015-2018	No	Voting	Debopam.Chakrabarti@ucf.edu
Gause, Rich	Libraries	Government Documents	2015-2018	No	Voting	Rich.Gause@ucf.edu
Lee, Ji-Eun	Hospitality	Hospitality Services	2015-2018	No	Voting	Ji-Eun.Lee@ucf.edu
Schminke, Marshall	Business	Management	2014-2017	No	Voting	Mschminke@bus.ucf.edu
Witta, E. Lea	Education & Human Performance	Educational and Human Sciences	2015-2017	No	Voting	Eleanor.Witta@ucf.edu
Administrators						
Weishampel, John	Graduate Studies		Continuing	No	Ex officio	John.Weishampel@ucf.edu

2016-2017 PARKING ADVISORY COMMITTEE

7/14/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Elshennawy, Ahmad	Engineering & Computer Science	Industrial Engineering and Management Systems	2016-2018	Yes	Voting	Ahmad.Elshennawy@ucf.edu
Marosi, Laszlo	Arts & Humanities	School of Performing Arts	2016-2018	Yes	Voting	Laszlo.Marosi@ucf.edu
Ravich, Timothy	Health & Public Affairs	Legal Studies	2016-2018	Yes	Voting	Timothy.Ravich@ucf.edu
Faculty Representatives						
Basco, Ven	Libraries	Research and Information Services	2015-2017	No	Voting	Buenaventura.Basco@ucf.edu
Bossy-Wetzel, Ella	Medicine	Biomedical Sciences	2015-2017	No	Voting	Ella.Bossy-Wetzel@ucf.edu
Frazeo, Donna	Education & Human Performance	School of Teaching, Learning and Leadership	2015-2017	No	Voting	Dfrazee@ucf.edu
Loerzel, Victoria	Nursing	Nursing	2015-2017	No	Voting	Victoria.Loerzel@ucf.edu
Renshaw, Kyle	Optics	Optics and Photonics	2016-2018	No	Voting	Krenshaw@creol.ucf.edu
Rivera, Manuel	Hospitality	Foodservice and Lodging Management	2015-2017	No	Voting	Manuel.Rivera@ucf.edu
Velissaris, Chris	Sciences	Physics	2016-2018	No	Voting	Chris.Velissaris@ucf.edu
Whiting, Steven	Business	Management	2015-2017	No	Voting	Steven.Whiting@ucf.edu
Administrators						
Sawyer, Curtis	Division of Administration and	University Services	Continuing	No	Ex officio	Curt.Sawyer@ucf.edu

2016-2017 PERSONNEL COMMITTEE

7/14/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Anderson, Mindi	Nursing	Nursing	2016-2018	Yes	Voting	Mindi.Anderson@ucf.edu
Carter, J. Scott	Sciences	Sociology	2015-2017	Yes	Voting	Carter@ucf.edu
Cash, Mason	Arts & Humanities	Philosophy	2015-2017	Yes	Voting	Mason.Cash@ucf.edu
Folger, Robert	Business	Management	2015-2017	Yes	Voting	rfolger@ucf.edu
Giordano, Paul	Arts & Humanities	Modern Languages and Literatures	2015-2017	Yes	Voting	Paul.Giordano@ucf.edu
Hahs-Vaughn, Debbie	Education & Human Performance	Educational and Human Sciences	2015-2017	Yes	Voting	Debbie.Hahs-Vaughn@ucf.edu
Harrison, Richard	Libraries	Research and Information Services	2015-2017	Yes	Voting	Richard.Harrison@ucf.edu
Harrison, David	Business	Finance	2016-2018	Yes	Voting	David.Harrison2@ucf.edu
Jha, Sumit	Engineering & Computer Science	Computer Science	2016-2017	Yes	Voting	Sumit.Jha@ucf.edu
Karwowski, Waldemar	Engineering & Computer Science	Industrial Engineering & Management Sys.	2016-2018	Yes	Voting	wkar@ucf.edu
Kim, Myunghee	Sciences	Political Science	2015-2017	Yes	Voting	Myunghee.Kim@ucf.edu
King, Stephen	Medicine	Biomedical Sciences	2015-2017	Yes	Voting	Stephen.King@ucf.edu
Knuckey, Jonathan	Sciences	Political Science	2015-2017	Yes	Voting	Jonathan.Knuckey@ucf.edu
Lucken, Karol	Health & Public Affairs	Criminal Justice	2016-2018	Yes	Voting	Karol.Lucken@ucf.edu
Merriam, Eric	Health & Public Affairs	Legal Studies	2016-2018	Yes	Voting	Eric.Merriam@ucf.edu

2016-2017 PERSONNEL COMMITTEE

7/14/2016

Name	College	Department	Term	Senator	Voting	Email
Solonari, Vladimir	Arts & Humanities	History	2016-2018	Yes	Voting	Vladimir.Solonari@ucf.edu
Vanryckeghem, Martine	Health & Public Affairs	Communication Sciences and Disorders	2016-2018	Yes	Voting	Martinev@ucf.edu
Walters, Linda	Sciences	Biology	2015-2017	Yes	Voting	Linda.Walters@ucf.edu
Faculty Representatives						
Dickson, Duncan	Hospitality	Tourism, Events, and Attractions	2015-2017	No	Voting	Duncan.Dickson@ucf.edu
Upvall, Michelle	Nursing	Nursing	2015-2017	No	Voting	Michelle.Upvall@ucf.edu
Vodopyanov, Konstantine	Optics	Optics and Photonics	2016-2018	No	Voting	Vodopyanov@creol.ucf.edu
Administrators						
Cooney, Lucretia	Academic Affairs	Faculty Excellence	Continuing	No	Ex officio	Lucretia@ucf.edu
Young, Cynthia	Academic Affairs	Provost designee	Continuing	No	Ex officio	Cynthia.Young@ucf.edu

2016-2017 UNDERGRADUATE COURSE REVIEW COMMITTEE

7/18/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Anderson, Kim	Health & Public Affairs	Social Work	2016-2017	Yes	Voting	Kim.Anderson@ucf.edu
Hall, R. Mark	Arts & Humanities	Writing and Rhetoric	2016-2018	Yes	Voting	RMarkHall@ucf.edu
Hoffman, Bobby	Education & Human Performance	School of Teaching, Learning and Leadership	2016-2017	Yes	Voting	Bobby.Hoffman@ucf.edu
Jones, Anna	Arts & Humanities	English	2016-2018	Yes	Voting	Anna.Jones@ucf.edu
Lynxwiler, John	Sciences	Sociology	2016-2018	Yes	Voting	John.Lynxwiler@ucf.edu
Murphy, Kevin	Hospitality	Foodservice and Lodging Management	2015-2017	Yes	Voting	Kevin.Murphy@ucf.edu
Neuberger, Lindsay	Sciences	Communication	2015-2017	Yes	Voting	Lindsay.Neuberger@ucf.edu
Faculty Representatives						
Bai, Yuanli	Engineering & Computer Science	Mechanical and Aerospace Engineering	2016-2017	No	Voting	Bai@ucf.edu
Filler, Dennis	Engineering & Computer Science	Civil, Environmental, and Construction	2016-2018	No	Voting	Dennis.Filler@ucf.edu
Kar, Aravinda	Optics	Optics and Photonics	2015-2017	No	Voting	Akar@creol.ucf.edu
Kinchen, Elizabeth	Nursing	Nursing	2016-2018	No	Voting	Elizabeth.Kinchen@ucf.edu
Samsam, Mohtashem	Medicine	Biomedical Sciences	2016-2018	No	Voting	Mohtashem.Samsam@ucf.edu
Schellhase, Kristen	Health & Public Affairs	Health Professions	2016-2018	No	Voting	Kristen.Schellhase@ucf.edu
Tamberelli, Frank	Business	Integrated Business	2016-2018	No	Voting	Frank.Tamberelli@ucf.edu
Venecek, John	Libraries	Research and Information Services	2015-2017	No	Voting	John.Venecek@ucf.edu

2016-2017 UNDERGRADUATE COURSE REVIEW COMMITTEE

7/18/2016

Name	College	Department	Term	Senator	Voting	Email
Administrators						
Covelli, Maureen	Nursing	Undergraduate Affairs	Continuing	No	Ex officio	Maureen.Covelli@ucf.edu
Dorman, Teresa	Sciences	Academic and Student Affairs	Continuing	No	Ex officio	Teresa.Dorman@ucf.edu
Dupuis, Martin	Honors	Honors College	Continuing	No	Ex officio	Martin.Dupuis@ucf.edu
Hagan, David	Optics	Academic Programs	Continuing	No	Ex officio	Hagan@creol.ucf.edu
Hepner, Lynn	Arts & Humanities	Academic Programs	Continuing	No	Ex officio	Lynn.Hepner@ucf.edu
Hitchcock, Dorilyn	Medicine	Undergraduate Coordinator	Continuing	No	Ex officio	Dorilyn.Hitchcock@ucf.edu
Hoerrner, Keisha	Teaching and Learning	Undergraduate Studies	Continuing	No	Ex officio	Keisha.Hoerrner@ucf.edu
Jones, Foard	Business	Dean's Office	Continuing	No	Ex officio	Foard@ucf.edu
Mendez, Jesse	Education & Human Performance	Academic Affairs	Continuing	No	Ex officio	jpmendez@ucf.edu
Reilly, Charles	Engineering & Computer Science	Academic Affairs	Continuing	No	Ex officio	Reilly@ucf.edu
Wang, Raymond	Hospitality	Academic Affairs	Continuing	No	Ex officio	Youcheng.Wang@ucf.edu
Wolf, Ross	Health & Public Affairs	Academic Affairs and Technology	Continuing	No	Ex officio	Ross.Wolf@ucf.edu

2016-2017 UNDERGRADUATE POLICY AND CURRICULUM COMMITTEE

7/18/2016

Name	College	Department	Term	Senator	Voting	Email
Senate Representatives						
Allred, Kelly	Nursing	Nursing	2015-2017	Yes	Voting	Kelly.Allred@ucf.edu
Caputo, Michael	Business	Economics	2016-2018	Yes	Voting	mcaputo@ucf.edu
Cintrón-Delgado, Rosa	Education & Human Performance	Child, Family, and Community Sciences	2016-2018	Yes	Voting	Rosa.CintronDelgado@ucf.edu
Dunn, Michael	Sciences	Psychology	2016-2018	Yes	Voting	Michael.Dunn@ucf.edu
Jones, Robert	Arts & Humanities	School of Visual Arts and Design	2016-2018	Yes	Voting	Robert.Jones@ucf.edu
Kuebler, Stephen	Sciences	Chemistry	2016-2018	Yes	Voting	Stephen.Kuebler@ucf.edu
Salter, Anastasia	Arts & Humanities	School of Visual Arts and Design	2016-2017	Yes	Voting	Anastasia.Salter@ucf.edu
Van Niekerk, Mathilda	Hospitality	Tourism, Events, and Attractions	2015-2017	Yes	Voting	Mathilda.Vanniekerk@ucf.edu
Faculty Representatives						
Bishop, Corinne	Libraries	Research and Information Services	2015-2017	No	Voting	Corinne.Bishop@ucf.edu
Borgon, Robert	Medicine	Biomedical Sciences	2016-2017	No	Voting	Robert.Borgon@ucf.edu
Fathpour, Sasan	Optics	Optics and Photonics	2016-2018	No	Voting	Fathpour@creol.ucf.edu
Gammonley, Denise	Health & Public Affairs	Social Work	2016-2017	No	Voting	Denise.Gammonley@ucf.edu
Kauffman, Jeffrey	Engineering & Computer Science	Mechanical and Aerospace Engineering	2016-2018	No	Voting	JLKauffman@ucf.edu
Kent-Walsh, Jennifer	Health & Public Affairs	Communication Sciences and Disorders	2015-2017	No	Voting	Jkentwalsh@ucf.edu
Mackie, Kevin	Engineering & Computer Science	Civil, Environmental, and Construction	2015-2017	No	Voting	Kevin.Mackie@ucf.edu

2016-2017 UNDERGRADUATE POLICY AND CURRICULUM COMMITTEE

7/18/2016

Name	College	Department	Term	Senator	Voting	Email
Administrators						
Covelli, Maureen	Nursing	Undergraduate Affairs	Continuing	No	Ex officio	Maureen.Covelli@ucf.edu
Dooley, Elizabeth	Teaching and Learning	College of Undergraduate Studies	Continuing	No	Ex officio	Elizabeth.Dooley@ucf.edu
Dorman, Teresa	Sciences	Academic and Student Affairs	Continuing	No	Ex officio	Teresa.Dorman@ucf.edu
Dupuis, Martin	Honors	Honors College	Continuing	No	Ex officio	Martin.Dupuis@ucf.edu
Hagan, David	Optics	Academic Programs	Continuing	No	Ex officio	Hagan@creol.ucf.edu
Hepner, Lynn	Arts & Humanities	Academic Programs	Continuing	No	Ex officio	Lynn.Hepner@ucf.edu
Hoerrner, Keisha	Teaching and Learning	Undergraduate Studies	Continuing	No	Ex officio	Keisha.Hoerrner@ucf.edu
Jones, Foard	Business	Dean's Office	Continuing	No	Ex officio	Foard@ucf.edu
Mendez, Jesse	Education & Human Performance	Academic Affairs	Continuing	No	Ex officio	jpmendez@ucf.edu
Reilly, Charles	Engineering & Computer Science	Academic Affairs	Continuing	No	Ex officio	Reilly@ucf.edu
Wang, Raymond	Hospitality	Academic Affairs	Continuing	No	Ex officio	Youcheng.Wang@ucf.edu
White, Roseann	Medicine	Biomedical Sciences	Continuing	No	Ex officio	Roseann.White@ucf.edu
Wolf, Ross	Health & Public Affairs	Academic Affairs and Technology	Continuing	No	Ex officio	Ross.Wolf@ucf.edu

1 **Resolution 2016-2017-1 Faculty Senate Bylaw Change, Section VIII. Joint**
2 **Committees and Councils**

3 **Whereas**, vacancies and replacements for Senators and Senate committee members are specified in Article
4 II.C. of the Constitution, resulting in replacements completing the remaining term; and

5 **Whereas**, Joint Committees and Councils do not specify committee member replacements; and

6 **Whereas**, nine Joint Committees have voting and ex officio members with continuing terms by virtue of the
7 committee members position; therefore

8 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to specify replacement
9 members, ensure committee terms remain staggered, and to define a continuing committee member:

10 **SECTION VIII.**
11 **Joint Committees and Councils**

12 Joint committees and councils have a broad range of responsibilities at the university level but do not report
13 to the full Faculty Senate at each meeting. It is the responsibility of the joint committees and councils to
14 report any policy change recommendations to the Faculty Senate Steering Committee for consideration and
15 to comply with the relevant provisions of Article IV of this *Constitution*. All joint committees and councils
16 will hold meetings at least once a semester during the regular academic year. The first meeting of the
17 academic year will be held upon the call of the administrator(s) to whom the committee reports.
18 Subsequent meetings will be held upon the call of the committee chair. If a meeting is not scheduled by the
19 second month in the semester, the Faculty Senate chair will, upon the request of any member of the
20 committee, arrange for a meeting location and time, and notify members. No action can be taken at
21 committee meetings unless a majority of the voting membership is present.

22 Even though there is no voting by proxy for Senate meetings, joint committees and councils may adopt
23 policies at the start of the year to allow voting by proxy. According to *Robert’s Rules of Order* (latest edition)
24 proxies should be written, be for a specific meeting, and be given to the committee chair before the start of
25 a meeting. If a non-elected committee member is absent or unable to serve for eight weeks or longer, an
26 interim or permanent replacement will be appointed for the remaining term. If a committee member is
27 appointed a member by virtue of the position held which will not change over multiple committee terms,
28 those members may be listed as continuing members. When the continuing member ceases to hold the
29 position that entitles him/her to such membership, membership on the committee ends.

30 Each committee will maintain minutes of its meetings and the chair of each committee shall forward (except
31 for University Athletics Committee, and the University Promotion and Tenure Committee), in a timely
32 manner, copies of meeting agendas and minutes to the chair of the Faculty Senate. By the end of the spring
33 semester, each committee will submit a brief written annual report of its activities to the chair of the Faculty
34 Senate.

1 **Resolution 2016-2017-2 Faculty Senate Bylaw Change, Various Joint**
2 **Committees and Councils**

3 **Whereas**, several committees designate the chair of the committee as the committee administrator or
4 designee without defining the chair as voting or non-voting; and

5 **Whereas**, the Academic Calendar, Undergraduate Common Program Oversight, and University Master
6 Planning committee administrators mutually agreed that a faculty member should be elected annually by
7 the membership as the chair; and

8 **Whereas**, several committees lack the flexibility to appoint ex officio members; and

9 **Whereas**, the Admissions and Standards committee lacks the flexibility to add additional faculty members;
10 and

11 **Whereas**, the University Honors Committee is vague in determining faculty representation from the regional
12 campuses and the Commencement, Convocations, and Recognitions committee did not define the faculty
13 rank requirement for committee appointment; therefore

14 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Senate Constitution* be amended as follows:

15 **Academic Calendar Committee**

16 2. Membership.

17 The committee shall consist of one faculty member from each academic unit selected by the
18 Committee on Committees and one student nominated by the president of the Student
19 Government. No more than two of the faculty members of the committee shall hold a rank of
20 assistant dean or higher. The vice president for Student Development and Enrollment Services ~~(or~~
21 designee) will (ex officio) serve as chair and shall identify ~~other~~ ex officio members. ~~The chair will~~
22 makeing every effort to ensure that areas relating to the Academic Calendar are represented. The
23 number of ex officio members shall not exceed the number of faculty members. The chair of the
24 committee shall be a faculty member elected annually by the membership. Terms of service shall be
25 two years, staggered, with the exception of the student member, who shall serve for one year.

26 **Admissions and Standards Committee**

27 2. Membership.

28 The committee shall consist of at least six faculty members ~~(~~at least three of whom shall be graduate
29 faculty), selected by the Committee on Committees (in consultation with the vice president for
30 Student Development and Enrollment Services), one undergraduate student nominated by the
31 president of the Student Government, one graduate student nominated by the president of the
32 Graduate Student Association (in consultation with vice provost and dean of the College of Graduate
33 Studies), and six members from the professional staff (selected by the vice president for Student
34 Development and Enrollment Services). A representative from the professional advising office for
35 each college may serve as a non-voting resource person to assist the committee members. The vice
36 president for Student Development and Enrollment Services ~~(or designee)~~ (ex officio) will serve as
37 chair and identify other ex officio members. The chair will make every effort to ensure that areas
38 relating to Admissions and Standards are represented. Terms of service shall be three years,
39 staggered, with the exception of the student member, who shall serve for one year.

40 **Commencements, Convocations, and Recognitions Committee**

41 2. Membership.

42 The committee shall consist of one tenured faculty member from each academic unit selected by
43 the Committee on Committees (in consultation with the president), two students selected by the
44 president of the Student Government (in consultation with the president) and the president and
45 the provost and executive vice president or their designees. The president (or designee) shall
46 identify other ex officio members. The chair is appointed annually by the president from the
47 faculty membership. Terms of service shall be two years, staggered, with the exception of the
48 student members, who shall serve for one year.

49 **Strategic Planning Council**

50 2. Membership.

51 The committee shall consist of one faculty member from each academic unit (selected by the
52 Committee on Committees in consultation with the provost and executive vice president); one
53 student (appointed by the president of the Student Government); the chair of the Faculty Senate;
54 one staff member (selected by the USPS Staff Council); one department chair (appointed by the
55 provost and executive vice president); one faculty representing the regional campuses
56 (appointed by the vice provost for Regional Campuses); one alumnus or alumna (selected by the
57 president of the Alumni Association); and the provost and executive vice president. The provost
58 and executive vice president (ex officio), in concert with the vice presidents of the administrative
59 and academic divisions, will identify remaining members in an effort to ensure widespread
60 representation across the university. The council chair shall be appointed by the president from
61 the membership of the council. Terms of service are three years, staggered, with the exception
62 of the student members, who shall serve for one year.

63 **Undergraduate Common Program Oversight Committee**

64 2. Membership.

65 The committee shall consist of at least fifteen faculty members, with at least one faculty member
66 from each of the colleges with undergraduate programs and one professional librarian (selected
67 by the Committee on Committees in consultation with the college deans and the vice provost and
68 dean of the College of Undergraduate Studies). The Committee on Committees shall consider
69 Membership shall reflect the proportion of general education credit offered between the
70 colleges. If possible, members of the general faculty responsible for general education courses
71 shall serve on the committee. The vice provost and dean of the College of Undergraduate
72 Studies ~~(or designee)~~ (ex officio) shall ~~chair the committee and will~~ identify other ex officio
73 members, making every effort to ensure that areas relating to Undergraduate Common Program
74 Oversight are represented. The chair of the committee shall be a faculty member elected
75 annually by the membership. Terms of service shall be two years, staggered.

76 **University Bookstore Advisory Committee**

77 2. Membership.

78 The committee shall consist of one faculty member from each academic unit (selected by the
79 Committee on Committees), two staff members (nominated by the USPS Staff Council), one
80 student (nominated by the president of the Student Government), one representative from
81 Academic Affairs, the bookstore manager, and the director of Business Services. The bookstore
82 manager shall identify ex officio members. The chair shall be elected annually from its faculty
83 membership. Terms of service shall be two years, staggered, with the exception of the student
84 member, who shall serve for one year.

85 **University Honors Committee**

86 2. Membership.

87 The committee shall consist of one faculty member from each academic unit, and one
88 representative from each of the regional campuses with students participating in the Honors
89 Program (selected by the Committee on Committees in consultation with the dean of The
90 Burnett Honors College), and three student representatives recommended by the dean of
91 Burnett Honors College). The dean of The Burnett Honors College (ex officio) will chair the
92 committee and identify other ex officio members. Terms of service shall be two years, staggered,
93 with the exception of the student members, who shall serve for one year.

94 **University Master Planning committee**

95 2. Membership.

96 The committee shall consist of one faculty member from each academic unit, two of whom shall
97 be members of the Faculty Senate (selected by the Committee on Committees in consultation
98 with the provost and executive vice president); two additional faculty members from Biology and
99 Environmental Engineering (selected by the vice president for Administration and Finance or
100 designee); one administrator from Academic Affairs (appointed by the provost and executive vice
101 president); and two students (appointed by the president of the Student Government). The vice
102 president for Administration and Finance (or designee) (ex officio) shall ~~chair the committee. The~~
103 ~~chair shall~~ identify other voting and ex officio members, ~~and will make~~ ing every effort to ensure
104 that areas relating to University Master Planning are represented. The director of Environmental
105 Health and Safety and the assistant director of Facilities Planning shall function as support staff to
106 the committee. The chair of the committee shall be a faculty member elected annually by the
107 membership. Terms of service shall be three years, staggered, with the exception of the student
108 members, who shall serve for one year.

1 **Resolution 2016-2017-4 Faculty Senate Bylaw Change, Undergraduate**
2 **Council and Committees**

3 **Whereas**, the Undergraduate Policy and Curriculum committee transmits recommendations to the
4 vice provost and dean of the College of Undergraduate Studies without the ability to submit
5 recommendations to the Faculty Senate Steering committee; and

6 **Whereas**, the assistant or associate deans are designated as ex officio resource members on both
7 committees, but not specified in the membership for the Course Review committee; therefore

8 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to allow the
9 committee to make recommendations to the Steering committee and formally specify the assistant
10 or associate deans as an ex officio member of the Course Review committee:

11 **Undergraduate Council**

12 a. Duties and Responsibilities.

- 13 iii. To transmit its recommendations to the vice provost and dean of the College of
14 Undergraduate Studies, who submits his/her recommendations to the provost
15 and executive vice president. The council may also make recommendations to
16 the Steering Committee of the Faculty Senate.

17 **1. Undergraduate Policy and Curriculum Committee**

18 a. Duties and Responsibilities.

- 19 vi. To transmit its recommendations to the vice provost and dean of the College of
20 Undergraduate Studies, who submits his/her recommendations to the provost
21 and executive vice president. The committee may also make recommendations
22 to the Steering Committee of the Faculty Senate.

23 b. Membership.

24 The Undergraduate Policy and Curriculum Committee shall consist of the chair of the
25 Undergraduate Council and fifteen faculty members, with at least one representative from
26 each of the academic units. Faculty membership shall proportionally represent the
27 number of faculty of the colleges, and an effort shall be made to include members of the
28 college curricular committees. The ex officio members ~~will~~ include the vice provost and
29 dean of the College of Undergraduate Studies (or designee) and the assistant or associate
30 dean (or designee) whose responsibilities include undergraduate curricular issues from
31 each of the colleges. Terms of service are two years, staggered.

32 **2. Undergraduate Course Review Committee**

33 b. Membership.

34 The Undergraduate Course Review Committee shall consist of the vice chair of the

35 Undergraduate Council and fifteen faculty members, with at least one representative from

36 each of the academic units, ~~and the vice provost and dean of the College of~~

37 ~~Undergraduate Studies or his/her designee (ex officio)~~. Faculty membership shall

38 proportionally represent the number of faculty of the colleges, and every effort shall be

39 made to include members of the college curricular committees. The ex officio members

40 include the vice provost and dean of the College of Undergraduate Studies (or designee)

41 and the assistant or associate dean (or designee) whose responsibilities include

42 undergraduate curricular issues from each of the colleges. Terms of service are two years,

43 staggered.

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3. Graduate Curriculum Committee

b. Membership.

The Graduate Curriculum Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, and a graduate student, ~~and the vice provost and dean of the College of Graduate Studies (ex officio) or her/his designee~~. The graduate student representative will be appointed by the chair of the council based on recommendations made by the president of the Graduate Student Association and the vice provost and dean of the College of Graduate Studies. The ex officio members include the vice provost and dean of the College of Graduate Studies (or designee) and the assistant or associate dean (or designee) whose responsibilities include graduate curricular issues from each of the colleges. The council vice chair will serve as the chair of the Graduate Curriculum Committee. Terms of service shall be three years, staggered.

1 **Resolution 2016-2017-6 Faculty Senate Bylaw Change, Parking**
2 **Advisory and University Parking and Transportation Committees**

3 **Whereas**, due to membership of the University Parking and Transportation Advisory committee, only two
4 faculty members from the Senate Parking Advisory committee are part of faculty membership; and

5 **Whereas**, in 2010 the Faculty Senate created the Parking Advisory committee to allow one faculty member
6 from each academic unit to participate in parking and transportation issues; and

7 **Whereas**, the Parking Advisory committee is limited in scope to parking issues; and

8 **Whereas**, the Parking Advisory committee does not recommend changes through the University Parking and
9 Transportation Advisory committee; therefore

10 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to modify the name and
11 duties of the Parking Advisory committee; modify the name and duties of the University Parking and
12 Transportation Advisory committee; and allow more than one faculty member from each academic unit on
13 the Senate operational committee:

14
15 **Faculty Senate Parking, Transportation and Safety Advisory Committee**

16 1. Duties and Responsibilities.

17 a. To evaluate and recommend policies and procedures to the University Parking and
18 Transportation Advisory Committee concerning parking, transportation, and campus
19 safety and security that will foster a mutually beneficial ~~parking~~ environment for faculty,
20 staff, students, and visitors in the university community.

21 ~~b. To elect two committee members to serve on the University Parking and Transportation~~
22 ~~Advisory Committee. At the first meeting of the new committee, these representatives~~
23 ~~will be elected annually from its membership. To make recommendations to the~~
24 ~~Steering Committee of the Faculty Senate.~~

25 2. Membership.

26 The committee shall consist of at least one faculty member from each academic unit ~~and~~, the vice
27 president for Administration and Finance his/her designee (ex officio)~~;~~, and the UCF Chief of Police
28 or his/her designee (ex officio). Committee members shall be selected by the Committee on
29 Committees. The committee chair must be a current Faculty Senate member and shall be elected
30 annually by its membership at the first meeting of the committee after the new Faculty Senate is
31 elected, normally in the early fall term. The chair of the Faculty Senate Parking, Transportation and
32 Safety committee or designee will serve as an ex officio member on the University Parking and
33 Transportation committee. Terms of service are two years, staggered.

34 **University Parking and Transportation ~~Advisory~~ Committee**

35 1. Duties and Responsibilities.

- 36 a. ~~To serve as the principal advisory body to the president through the vice president for~~
37 ~~Administration and Finance, recommending policies and regulations that govern traffic and~~
38 ~~parking on the UCF campus. To recommend to the vice president for Administration and Finance~~
39 ~~changes to the UCF regulations that govern traffic and parking on the UCF campus.~~
- 40 b. To review programs or services designed to improve traffic, transportation, or parking services
41 to the UCF community.
- 42 c. To review and approve special parking permits and 24-hour reserved parking spaces.
- 43 d. To review and approve conversion of metered, faculty/staff parking spaces, or drop-off and pick-
44 up spaces.

45 2. Membership.

46 The committee shall consist of two faculty members (selected by the Committee on Committees.
47 The chair of the Faculty Senate Parking, Transportation and Safety committee or designee will serve
48 as an ex officio member Faculty Senate Parking Advisory Committee); two students (appointed by
49 the president of the Student Government); two staff members (appointed by the USPS Staff
50 Council); and one administrative and professional employee (appointed by the vice president for
51 Administration and Finance). The vice president for Administration and Finance or designee (ex
52 officio) will identify other ex officio members. The vice president for Administration and Finance will
53 appoint one additional member to serve as chair. Terms of service shall be ~~one~~ two years, staggered
54 with the exception of the student members, who shall serve for one year.

55 Automatic changes to Constitution Committee reference:

56 The Faculty Senate Parking, Transportation and Safety Advisory Committee.

57 The Faculty Senate Parking, Transportation and Safety Advisory Committee evaluates and makes
58 recommendations recommends to the University Parking and Transportation Advisory Committee
59 concerning policy or procedures and concerns relating to parking and traffic services, transportation,
60 and safety needed by all segments of the university community.

61 University Parking and Transportation ~~Advisory~~ Committee.

62 The University Parking and Transportation ~~Advisory~~ Committee recommends to the vice president for
63 Administration and Finance concerning ~~policies and~~ regulations governing traffic and parking on the UCF
64 campus.

38 Automatic changes to Constitution Committee reference:

39 Information Technology ~~and Resources Advisory~~ Committee.

40 The Information Technology ~~Resource Advisory~~ Committee evaluates and recommends ~~to the vice~~
41 ~~president of Information Technology and Resources on~~ policy and procedures concerning information
42 technology and resources ~~policy~~.

1 **Resolution 2016-2017-8 Faculty Senate Bylaw Change, Nominating Committee**

2 **Whereas**, the Faculty Senate *Bylaws* Section VI. Senate Operational Committees; A.5. Subcommittees of the
3 Steering Committee; b. Nominating Committee specifies the past chair, who serves as the chair of the
4 committee; and

5 **Whereas**, the *Bylaws* do not specify the process if no past chair is available; therefore

6 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to define the procedure
7 in the event a past chair is not available:

8 b. **Nominating Committee**

9 This committee consists of the Senate past chair, who shall serve as chair of the committee, and two
10 other Steering Committee members. If the immediate past chair is not available, the Steering
11 Committee must elect a faculty member to serve in this role. Prior to the first meeting of the new
12 Senate, the Nominating Committee recommends to the Steering Committee a list of up to four
13 willing candidates for each of the Senate offices. (For nomination procedures, see *Bylaws*, Section
14 III.B.)

1 **Resolution 2016-2017-9 Faculty Senate Bylaw Change, Governance**
2 **in Academic Units**

3 **Whereas**, the *Faculty Senate Constitution* contains Article VII. Governance in Academic Units, specifying that
4 each academic unit of the university shall provide for non-administrative faculty representation in its
5 governance; and

6 **Whereas**, the *Bylaws* do not provide details regarding governance in Academic Units; therefore

7 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to include a new Section
8 IX. Governance in Academic Units with the Constitution Article VII automatically updated to reflect, as set
9 forth in Senate Bylaws, Section IX:

10 **SECTION IX.**
11 **Governance in Academic Units**

12 A. Operation and Bylaws

13 Each academic unit, and departments and schools whose leader holds an administrative appointment,
14 must operate according to written bylaws approved by the unit’s general faculty as defined in *Bylaws*
15 Section I. Definition of Faculty.

16 B. Meetings

17 1. Department/school faculty meetings called by and presided over by the leader should occur at least
18 monthly during the Fall and Spring semesters. Chairs and directors should meet at least monthly
19 with the college dean. Meetings should run according to the latest edition of *Robert's Rules of*
20 *Order*, or other rules as specified in the unit's bylaws (note the quorum and recusal rules therein).

21 2. Membership and Voting.

22 All general faculty should attend and participate in unit meetings. Unit bylaws will designate voting
23 rights.

24 3. Records.

25 Proposed meeting agendas must be posted by the leader in advance of the meetings. Minutes must
26 be circulated to the members before the next meeting and offered for approval at the next meeting.
27 Agendas and approved minutes must be posted online in a manner accessible and easily navigable
28 by all unit faculty.

29 C. Records

30 1. Except for records deemed confidential under law or university policy, leaders must have no unit
31 records that are confidential from their own faculty.

32 2. Unit policies; budgets; formal plans; meeting agendas, minutes, and exhibits; committee records
33 (including membership, agendas, minutes, and exhibits); and other public data relevant to unit
34 members must be posted online in a manner accessible and easily navigable by all unit faculty.

35 D. Steering Committee

36 Each unit is strongly encouraged to have a steering or executive committee to advise the unit
37 leadership.

1 **Resolution 2016-2017-11 Faculty Senate Bylaw Change, Section IX. Amendments**

2 **Whereas**, the current language in Section IX of the Bylaws is not specific and can be interpreted in multiple
3 ways; therefore

4 **BE IT RESOLVED** that the *Bylaws* of the *Faculty Senate Constitution* be amended to better communicate the
5 process to amend the *Bylaws*:

6 **SECTION IX. Amendments**

7 ~~The Faculty Senate may amend its own bylaws by the affirmative vote of a majority of Senate members~~
8 ~~present and voting at a meeting with a quorum. The text of a proposed bylaw or amendment to a current~~
9 ~~bylaw must be made available electronically to the members of the Faculty Senate at least thirty days prior~~
10 ~~to the meeting at which it will be considered. Proposals should be included on the agenda of two successive~~
11 ~~meetings of the Senate. In cases of emergency, however, the policy requiring two successive meetings can~~
12 ~~be waived.~~

- 13 A. The Faculty Senate may amend its own bylaws by the affirmative vote of a majority of Senate
14 members present and voting at a meeting with a quorum.
- 15 1. A proposed amendment must be included on the agenda of at least two successive meetings of
16 the Senate.
- 17 2. The text of a proposed bylaw or amendment to a current bylaw must be made available
18 electronically to the members of the Faculty Senate at least thirty days prior to the first meeting.
- 19 3. The proposed amendment is subject to amendment and vote at the second or subsequent
20 Senate meeting.
- 21 4. In cases of emergency, established by the Steering Committee, the requirement of requiring two
22 successive meetings can be waived.
- 23 B. If there is a change in the designation of an office, the title of an official, the name of a committee,
24 the references to the bylaws or constitution, or the correction of a minor error that has no
25 substantial effect, the bylaws and the constitution will be automatically adjusted to reflect the
26 change. Such changes will be reported to the Faculty Senate.

Topics for 2016-2017 Faculty Senate

	Committee Assignment	Topic	Referred By
1		Nepotism policy. Do we have one, is it adequate.	Lucken, Steering 4-7-16
2		Determine if 2005 Academic Rigor report needs to be updated. Carried forward from 2015-2016.	Self, Steering 4-7-16
3		Elevate Research Council from a Joint to an Operational Committee.	Moharam, Steering 4-7-16
4		Need for a lactation room in all new buildings.	Walters, Steering 4-7-16
5		Follow-up on Salary study; implementation and gender gap study.	Oetjen, Steering 4-7-16
6		Nanoscience faculty status and representation. No dean or college; feel orphaned and excluded.	Coffey, Steering 4-7-16
7		Formal form/process for Undergraduate Course approvals across colleges-sign off collaboration.	Self, Steering 4-7-16
8		Parking costs were the #1 complaint from the COACHE sub-committee on personal & family policies. Need options to reduce parking fees for faculty. FSU has a flat rate of	Walters, COACHE sub-committee on Personal & Family policies 5-5-16
9		How decisions/selections are made in Academic Affairs; proposals for funding, faculty, & other initiatives and feedback. Ex: cluster hire; rubric for selection? Feedback to proposal groups?	Oetjen 5-23-16
10	Provost	Research influence on activities of Endowed Chairs by donors. Carried forward from 2015-2016.	Oetjen 5-23-16
11		No regular process of evaluation for endowed chairs; should a process be instituted, and what should it be?	Dean Sole CON 7-19-16
12		Need for new staff to support new faculty	Dean Georgiopoulos CECS 7-19-16
13		Post-tenure review is not useful or beneficial; is there a better way?	Dean Frumkin CHPA and Dean Pizam RCHM
14		Difficulty in arranging joint appointments between CREOL and COM, because COM faculty are out of unit	Dean Saleh CREOL 6-13-16

Topics for 2016-2017 Faculty Senate

	Committee Assignment	Topic	Referred By
15		Difficulty in getting access to higher level CDL training class for faculty	Dean Carroll CEHP 6-6-16
16		Discussion of the role of ORC in proposal support/submission - does it rest with ORC (central) or is there a role for the colleges and college-based staff?	Dean Georgiopoulos CECS 7-19-16
17		Insufficient funding for faculty travel program.	Chair Koons 7-25-16
18			
19			
20			