



Faculty Senate

Steering Committee

Agenda for meeting of Thursday, August 25, 2022, 3:00 pm

Location: Charge on Chamber, Student Union Room 340

Zoom:

<https://ucf.zoom.us/j/92128616293?pwd=UUZWYXI0T0dVaWICYVR1d3dkVG41QT09>

1. Call to Order
2. Roll Call via Qualtrics: https://ucf.qualtrics.com/jfe/form/SV_0d3QRPiDhHDeT0
3. Approval of Minutes of *March 31, 2022*
4. Recognition of Guests
5. Announcements
6. Report of the Provost
7. Unfinished Business
8. New Business
 - a) Motion to create an ad hoc Student Success committee
 - b) Topics List Committee Assignments
 - c) Resolution 2022-2023-1 Constitutional Amendment: Constitutional Amendment Process
 - d) Resolution 2022-2023-2 Bylaws Amendment: Bylaws Amendment Process
 - e) Senate Operational and Curricular Committee Liaisons
 - f) Senate Chair Report/Plans for the Upcoming Year
 - g) Senate Agenda for September 8th
 - h) Resolution 2022-2023-3 Bylaws Amendment: Librarians on Graduate Council
 - i) Resolution 2022-2023-4 Bylaws Amendment: Research Council
 - j) Resolution 2022-2023-5 Bylaws Amendment: Excessive Absences
 - k) Senate Parliamentarian
9. Committee Reports – No reports as committees are being charged
10. Other Business
11. Adjournment



Faculty Senate

Steering Committee

Minutes for meeting of Thursday, March 31, 2022, 3:00 pm

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

- 1) Quorum reached and meeting called to order at 3:03 P.M.
- 2) Roll Call via Qualtrics – Faculty Senate Chair Joseph Harrington, Vice Chair Stephen King, Secretary Kristine Shrauger and Past Chair William Self were present. (See *meeting materials Attachment A for list of participants*)
- 3) Approval of Minutes of *March 3, 2021*
 - a) Minutes approved as presented.
- 4) Recognition of Guests
 - a) Joe Adams, Senior Communications Director, Academic Affairs
 - b) Lucretia Cooney, Associate Director, Faculty Excellence
 - c) Allison Hurtado, Director of Communications, Faculty Excellence
 - d) Jana Jasinski, Vice Provost, Faculty Excellence
 - e) Michael Johnson, Provost, Academic Affairs
- 5) [00:02:41] Report of the Provost – *Provost Michael D. Johnson*
 - a) Provost Johnson spoke about accomplishments and events around the university, the American Talent Initiative, legislative session, intellectual freedom survey, COVID, and search updates. Please see Attachment B for full report.
 - b) [00:26:17] Question and answer with the provost: Discussion of what other universities around the state are doing to increase student graduation rates the Board of Trustees Tenure workshop (Attachment C) and the leadership at the arboretum. (See Attachment D Meeting Chat for referenced links)
- 6) [00:39:55] Announcements – Joseph Harrington
 - a) Chair Harrington talked about modality of first steering in Fall, which is to be determined by the leaders, default as we are now (in person with remote). Student Union Charge on Chamber will be reserved for next year's meetings. Booking for Faculty Assembly will be done during the summer. It's a real meeting, not a party. October? Want time for Bylaws committee to have constitutional amendments ready. Encouraged faculty to attend faculty Workday presentation.
- 7) [00:43:00] Old Business
 - a) COVID on Campus Discussion – no further discussion
- 8) [00:44:44] New Business
 - a) Announcement of Senator Officer Candidates for Upcoming Senate Year – *Nominating Committee*
 - i) Chair: Joseph Harrington, Stephen King



Faculty Senate

- ii) Vice Chair: Keri Watson
 - iii) Secretary: Kristine Shrauger, Tina Dow
 - b) Motion to accept the slate, second, vote taken electronically via Zoom, 16 yes/0 no, motion passes.
- 9) [00:47:21] Committee Reports
- a) See Attachment E for full reports.
- 10)[00:48:03] Other Business
- a) Senate Meeting Agenda
 - i) Elections for officers, Steering Committee and Committee on Committees
 - ii) President and Provost Reports: Motion to amend faculty senate agenda for the Faculty Senate meeting to include the President and Provost reports after the election of the officers, then have the next agenda item be the election of the Steering Committee and Committee on Committees, second, discussion, motion withdrawn.
 - iii) Motion to have President and Provost reports prior to start of formal meeting, second, vote taken electronically via Zoom, 18 yes/0 no. Motion passes.
 - b) [01:14:17] House Bill 233 Survey
 - i) Overview of House Bill 233.
 - ii) Survey to assess impact of this bill being sent out which will close on April 8.
 - iii) Florida Atlantic University (FAU) is creating their own survey regarding the impact of this House Bill and Chair Harrington said there has been a proposal made to send this survey to UCF faculty after April 8.
 - iv) Motion to not send the survey from FAU out to faculty, second, vote taken electronically via Zoom, 16 yes, 0 no. Motion passes.
 - c) [01:23:19] Discussion of possible university service resolution
 - i) Overview and discussion of university service assignments which are not consistent across the university departments and whether to recommend to the Bylaws Committee to consider drafting a resolution.
 - d) [01:38:26] Campus back to face-to-face
 - i) Discussion on ways to encourage faculty and students to come back to campus.
 - e) [01:55:18] Suggestion to have a Steering meeting in early fall that would not include a Provost report but would focus on priorities that Steering would hope to accomplish for the year.
- 11) Meeting adjourned at 5:02 p.m.

Reviewed and submitted for approval by

Kristine J. Shrauger
Kristine Shrauger
Faculty Senate Secretary

08/18/2022
Date

Steering Committee Attendance
March 31, 2022

First Name:	Last Name:	College/Unit:	College/Unit: - Other	Meeting Role:	Meeting Role: - Guest
Keith	Koons	CAH		Steering	
Keri	Watson	CAH		Steering	
Jim	Gallo	CBA		Steering	
Reid	Oetjen	CCIE		Steering	
Nina	Orlovskaya	CECS		Steering	
Shawn	Burke	CGS		Steering	
Adam	Wells	CHPS		Steering	
Tina	Dow	COM		Steering	
Stephen	King	COM		Steering	
Bill	Self	COM		Steering	
Dawn	Eckhoff	CON		Steering	
Luca	Argenti	COS		Steering	
Joseph	Harrington	COS		Steering	
Linda	Walters	COS		Steering	
Jim	Moharam	CREOL		Steering	
Kelly	Semrad	RCHM		Steering	
Kristine	Shrauger	UL		Steering	
Joe	Adams	Other	Office of the Provost and Academic Affairs	Guest	Senior Communications Director
Lucretia	Cooney	Other	Faculty Excellence	Guest	Director
Jana	Jasinski	Other	Faculty Excellence	Guest	Vice Provost
Michael	Johnson	Other	Office of the Provost and Academic Affairs	Guest	Provost

Provost Remarks

Faculty Senate Steering Meeting

Thursday, March 31, 2022, 3 p.m. to 5 p.m.

- To all, I am grateful for your valuable work with this 2021-22 committee. Thank you for helping UCF navigate another challenging pandemic year relatively well.

High fives

- Let me start with impressive news about our faculty and programs.
- Dr. Gulnora Hundley works in the Counselor Education Program at UCF.
 - She is using her ability to speak Russian to aid therapists remotely who are working on the ground in Ukraine, including at refugee camps in Kyiv, Poland and other places near Ukraine.
 - Spending her free time on Saturdays doing this. Each session is about 2½ hours.
- As part of Women's History Month, Orange County Mayor Jerry Demings presented Dr. Noemi Pinilla-Alonso of the Florida Space Institute with the county's latest Distinguished Resident Award for her significant accomplishments in astrophysics and planetary sciences.
 - Said the mayor: "Dr. Pinilla Alonso's accomplishments have far-reaching impacts on this generation and generations to come. She serves as a role model inspiring students to pursue STEM education."
- Congratulations to Gulnora and Noemi for their remarkable contributions.
- For the third year in a row, our graduate game design program is the best in the world, says *The Princeton Review* and *PC Gamer* magazine. A major accomplishment!
- More than 30 UCF graduate programs listed among the best in the latest *U.S. News & World Report* graduate program rankings.
 - Overall, held steady with notable gains in some programs, such as with Materials Science and Engineering (at 49 from 59), Doctor of Nursing Practice (at 52 from 65), Education (at 58 from 70); newcomer rankings include Computer Engineering (50) and Science Doctoral-Statistics (72) **(FYI: Rankings for public and private institutions)**
 - Led by our Master of Emergency and Crisis Management program at No. 3 in the nation, ranking among the top 10 in the country for the fifth consecutive year.
 - UCF was No. 12 for Atomic/ Molecular/Optical Physics and
 - Four areas of study within Public Administration ranked among the top 40 in the country, led at No. 13 by Non-Profit Management
 - Nine UCF engineering programs were in the top 50 among public institutions and in the top 100 among all institutions, both public and private.
 - Overall, nearly 40 programs at UCF were rated among the top 150 within their respective fields.
 - Looking to continue to improve our graduate programs, rankings and move up

- Student Research Week is winding down. Grateful to our faculty who supported our nearly 800 students who participated across the colleges.

American Talent Initiative

- UCF is engaged with several efforts to enhance student success for students from all backgrounds.
- For instance, we're part of the American Talent Initiative, working to increase number of Pell Grant recipients who graduate.
 - ATI It is a collection of universities and colleges that have high success with Pell Grant recipients.
 - Each year, nearly 22,000 Pell Grant students attend UCF.
 - UCF enrolls more Pell Grant students than the 12 Ivy-plus universities combined.
- Went to a meeting this week ...

COVID

- Not much to say, fortunately. Florida's cases are dropping rapidly; about 1/30 of the omicron peak; also so on campus (lowest case counts of the semester)
- Probably know that CDC issued new guidelines. Based on these, Orange and Seminole counties are at low risk, and CDC recommends indoor mask use only for those with particular health concerns. Of course, anyone may choose to.
- Recommendation for vaccination and boosting continues, and testing if ill.
- Improved conditions mean we have resumed many on-campus events.
- A campus email on Tuesday provided a link to our latest updated COVID policy in the UCF Policies and Procedures Manual. **(Joe will share the link in the Zoom chat)**
- Latest data, trends will inform UCF approach to summer and fall.
- No way to know if or when or how bad any future waves may be. If conditions worsen, will of course respond.

Searches update

- Three CCIE dean finalists presented in open forums recently.
 - Share latest status on decision making
- Search underway for the SVP for Strategic Partnerships and Advancement.
 - I co-chair the search committee ... share latest and hiring outlook

Big week ahead

- Meanwhile, good to see more campus events back in-person. Next week is a big week:
 - Starting Monday through April 16, UCF Celebrates the Arts, a tremendous showcase of talent, at the Dr. Phillips Center
 - On Tuesday afternoon, the online Knight Vision XChange for UCF Faculty with updates and answers about Workday and SET implementations coming July 1

- Wednesday afternoon is Founders' Day in the Pegasus Ballroom, where we celebrate the very best among our faculty, and also Student Honors Convocation that evening in the same place
- Next Thursday is UCF Day of Giving – Campaign focused on alumni and other supporters is already underway, and I hope some of you will consider giving as well.



March 17, 2022 UCF Board of Trustees Tenure Workshop
Board of Trustees
Virtual Meeting
Mar 17, 2022 1:30 PM - 2:30 PM EDT

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**Board of Trustees Tenure Workshop
Virtual Meeting
March 17, 2022
1:30 p.m. – 2:30 p.m.**

Livestream: <https://ucf.zoom.us/j/93179222167?pwd=SIKZKU2RYZINCZmh4enUzNUtwM05TZz09>
Webinar ID: 931 7922 2167

Conference Call Number: 929-205-6099; meeting ID 931 7922 2167

AGENDA

- | | |
|------------------------------|---|
| 1. Call to Order and Welcome | Alex Martins, <i>Chair, UCF Board of Trustees</i> |
| 2. Roll Call | Karen Monteleone, <i>Assistant Vice President, Board Relations</i> |
| 3. Remarks | Chair Martins |
| 4. Discussion | |
| | DISC - 1 |
| | Tenure Process: Evaluation and Decision Making
Michael D. Johnson, <i>Provost and Executive Vice President for Academic Affairs</i>
Jana L. Jasinski, <i>Pegasus Professor of Sociology and Vice Provost for Faculty Excellence</i> |
| 5. Adjournment | Chair Martins |



Board of Trustees Workshop | March 17, 2022

DISC-1: Tenure Process: Evaluation and Decision Making

Information

Discussion

Action

Meeting Date for Upcoming Action: _____

Purpose and Issues to be Considered:

Key to the success of UCF’s path to becoming a top 50 metropolitan research university is the hiring and advancement of tenure earning faculty. President Cartwright, with the chair’s support, suggested the provost host a workshop for the Board to gain a better understanding of the process behind tenure evaluation and decision making. The workshop is being held in advance of the presentation of tenure candidates to the board later this spring.

Background Information:

The tenure workshop will include information on evaluation of tenure earning faculty, types of evidence provided for review, and levels of review. The workshop will conclude with Q&A.

Tenure safeguards academic freedom and permits faculty to take intellectual risks to do work that has a significant benefit to society without the threat of job loss.

Recommended Action:

This item is for information only.

Alternatives to Decision:

N/A

Fiscal Impact and Source of Funding:

N/A

Authority for Board of Trustees Action:

N/A

Contract Reviewed/Approved by General Counsel N/A

Committee Chair or Chair of the Board has approved adding this item to the agenda

Submitted by:

Michael Johnson, Provost and Executive Vice President for Academic Affairs
Jana L. Jasinski, Vice Provost for Faculty Excellence

Supporting Documentation:

Attachment A: Tenure Process Presentation



Board of Trustees

Agenda Memo

Facilitators/Presenters:

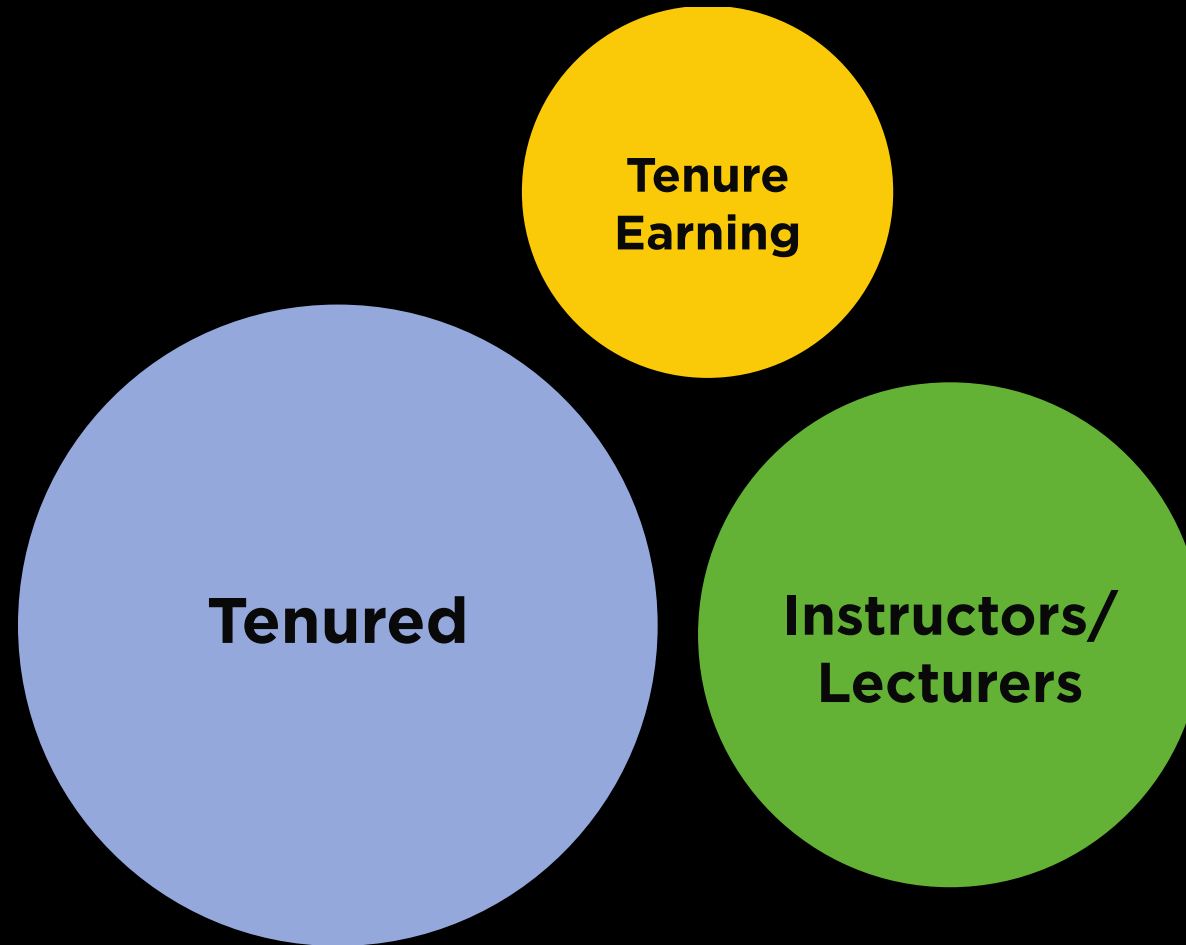
Michael Johnson
Jana L. Jasinski

Tenure Process: Evaluation and Decision Making

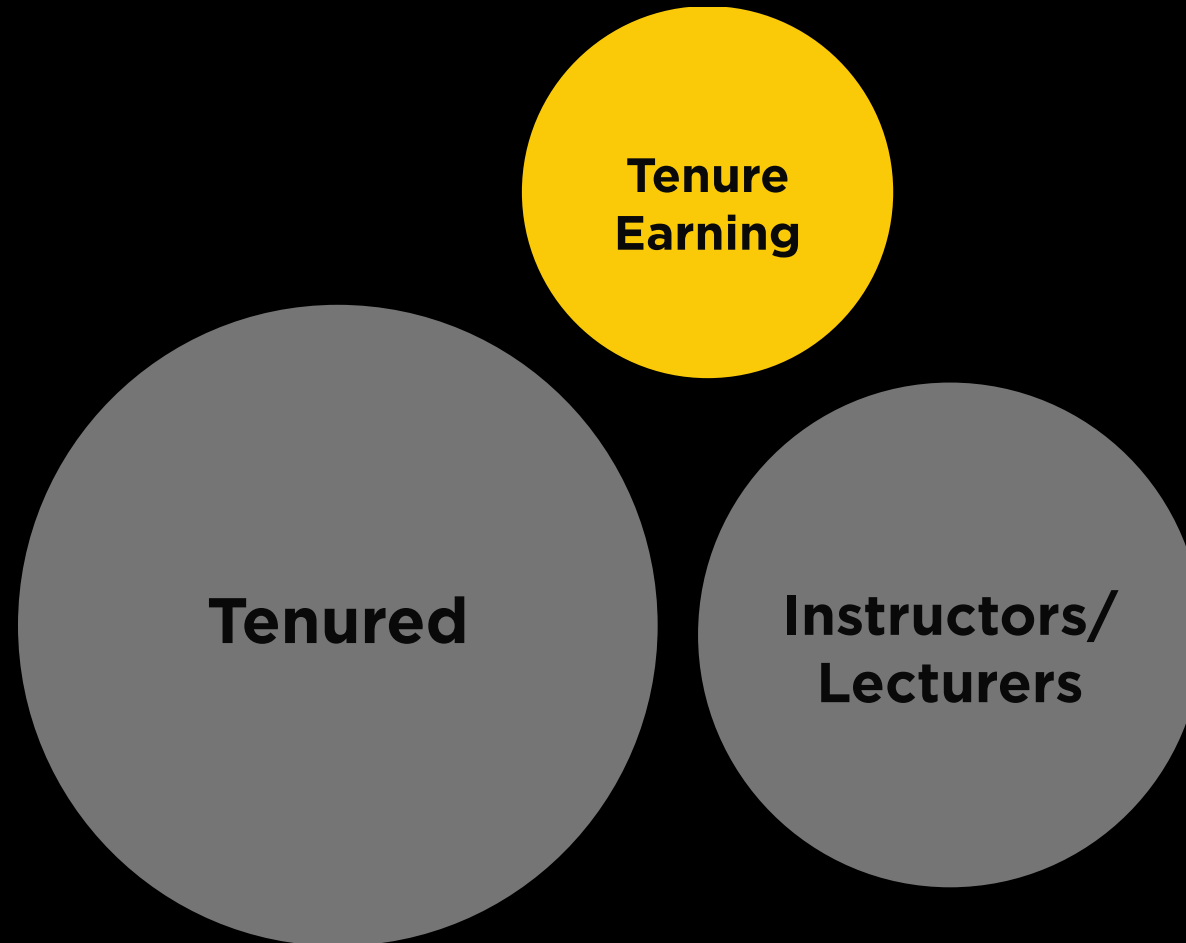
Dr. Michael D. Johnson

Provost and Executive Vice President for
Academic Affairs

UCF Full-time Instructional Faculty

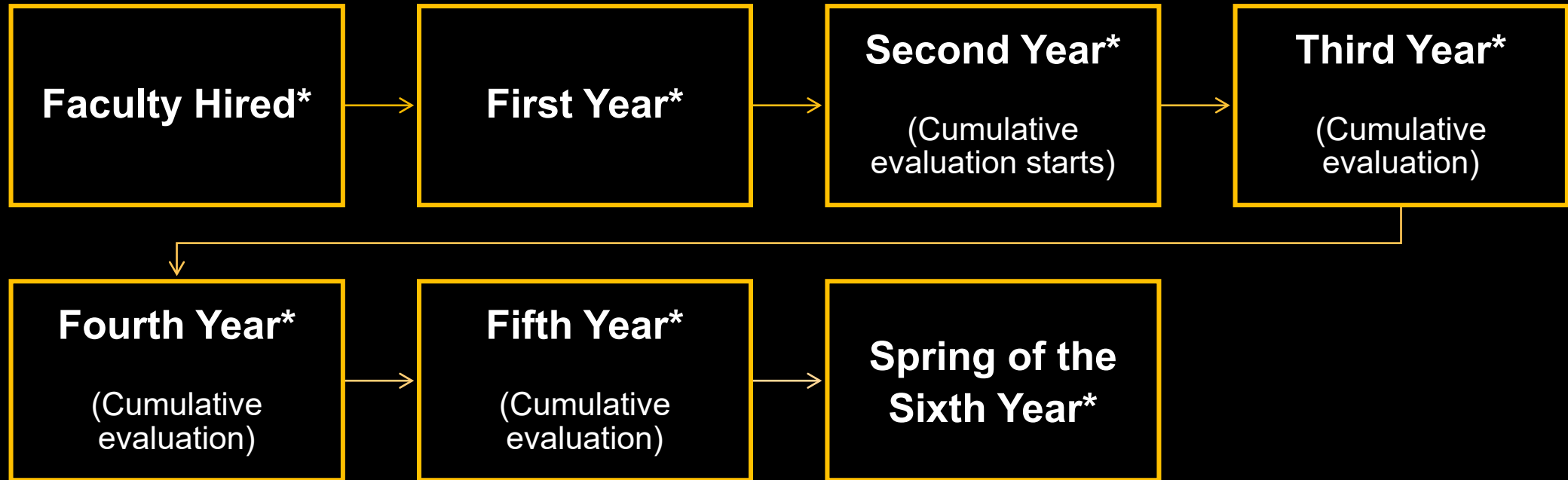


UCF Full-time Instructional Faculty



Faculty Evaluation

Evaluation Process



*Annual reviews are still held each year.

Process for Tenure and Promotion to Associate Professor

What do tenure earning faculty submit for review?



- Evidence of their achievements and impact
- CV
- External Reviewers letters



- Annual evaluations
- Annual assignments
- Cumulative Performance Evaluations



Information/evidence on:

- Research and creative activities
- Teaching activities
- Service activities

Standards and Evidence in Teaching

Standard: Excellence in Teaching/Teaching effectiveness

Evidence

- Philosophy of Teaching
- Examples of teaching materials
- Student perceptions of instruction
- Classroom peer review
- Supervision of student research projects

...and more



Standards and Evidence in Research

Standard: Productivity

Evidence

- Papers/books, presentations, performances (type of venue), shows, grants in appropriate disciplines

Standard: Quality and Impact

Evidence

- Citations, reviews, juried shows, impact factors, patents, use in industry, use to guide policy



Standards and Evidence in Service

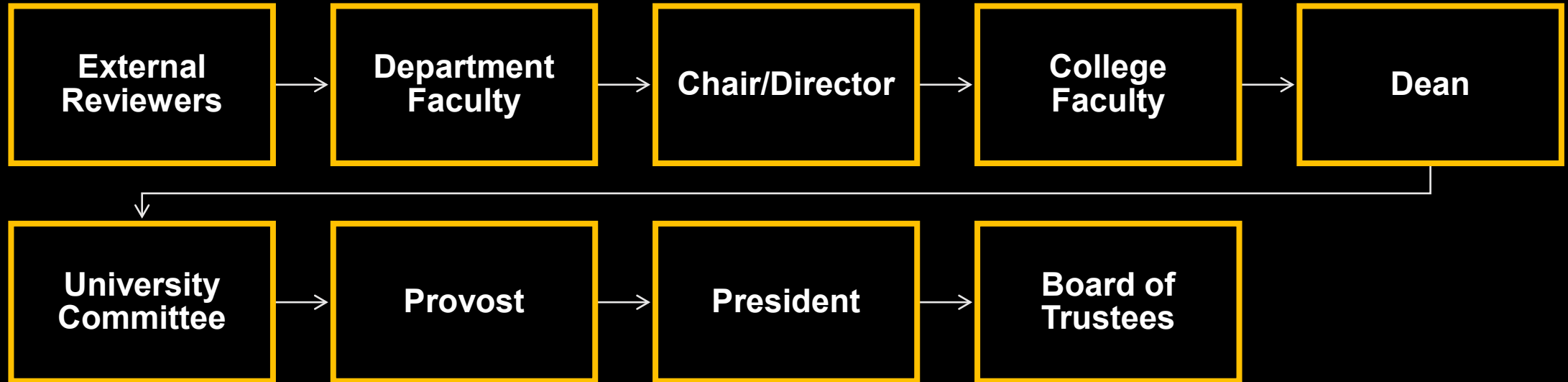
Standard: Service

Evidence

- Participation in committees
 - University, College and Department
- Serving as a senator
- Taking a leadership role in their discipline's national organization
- Community engagement



Levels of Review



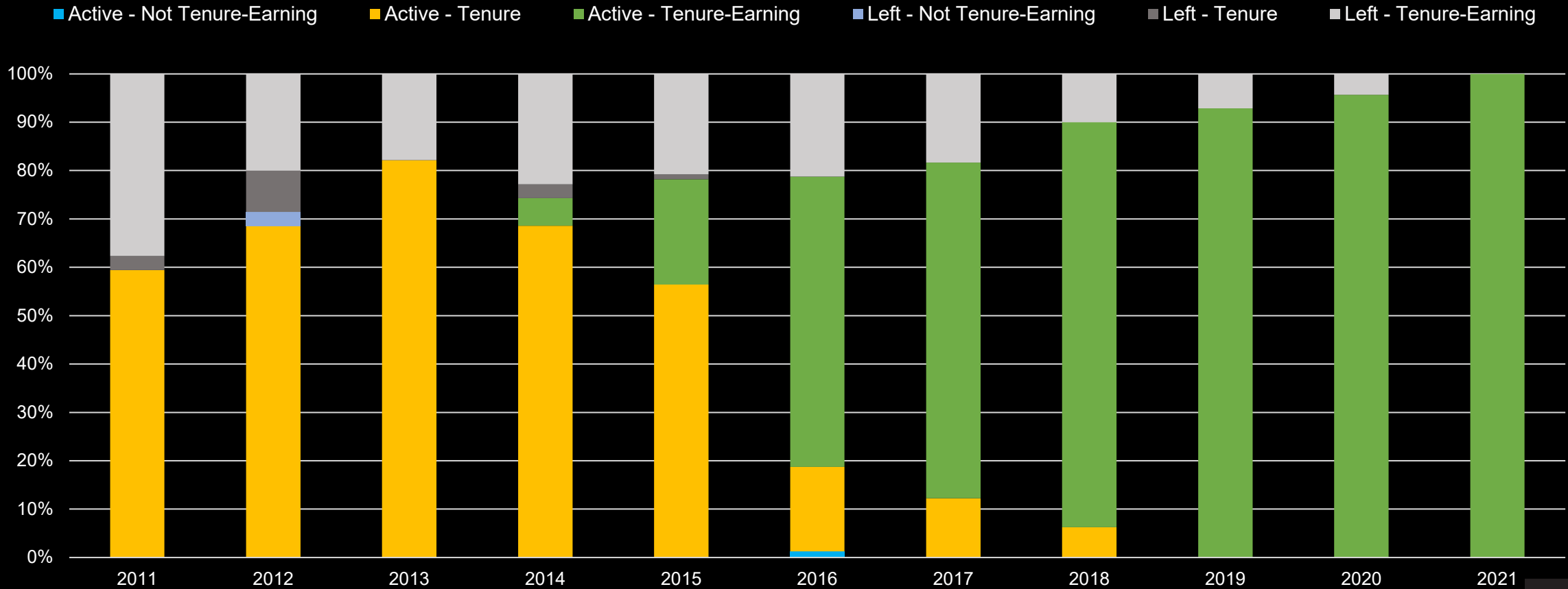
Process Timeline



Examples of What External Reviewers Say

“ His great success in obtaining external research funding, the excellent publication records, the large number of invited talks, and awards provide clear evidence that he has established viable research programs at UCF and he is well recognized in his research fields.

Faculty cohort data



Q&A



00:37:33 FS - Joseph Harrington: Still a few of you don't have FS in front of your names. Please rename, thanks!

00:38:47 FS Kelly Semrad: Do we know what USF and UNF are doing to help students improve? For example, with graduate rates are they offering more summer courses to accelerate graduation rates? Or are they doing other tactics?

00:54:15 G Joe Adams:
<https://policies.ucf.edu/documents/EP-20-1.9EmergencyCOVIDReturnPolicyEdits.pdf>

00:59:00 G -- Allison Hurtado:
<https://bot.ucf.edu/wp-content/uploads/sites/5/2021/10/March-17-2022-UCF-Board-of-Trusteess-Tenure-Workshop-2.pdf>

00:59:05 G -- Allison Hurtado: There's the slides Joe is referring to.

01:01:58 G -- Allison Hurtado: The minutes might also be helpful for context of those slides:
https://bot.ucf.edu/wp-content/uploads/sites/5/2021/10/Draft-minutes_Tenure-Workshop_17March2022.pdf

01:05:16 G - Michael Johnson: I don't hear Linda

01:06:23 FS - Keri Watson (she/her): Kelly -- this is something I read recently about FAU and graduation rates:
<https://www.civitaslearning.com/outcomes/success-stories/florida-atlantic-university-used-student-data-to-eliminate-equity-gaps/>

01:09:22 FS Kelly Semrad: Thank you Keri!

01:10:22 FS - Keri Watson (she/her): No problem -- it was paid content in my Chronicle of Higher Education morning digest, but interesting nonetheless.

01:10:43 G -- Allison Hurtado: You can access the Chronicle though the library. Let me find the link.

01:11:05 FS - Keri Watson (she/her): Thanks, Allison!

01:11:14 G -- Allison Hurtado: The library offers access...go to the link below, scroll down to the section called "Selection of Newspapers" and click on the link to the Chronicle. It will then prompt you for your NID and password and then connect you directly to the Chronicle site.

01:11:21 G -- Allison Hurtado: <https://guides.ucf.edu/news>

01:17:52 FS - Bill Self: Thank you Keith!

01:19:19 FS - Joseph Harrington: Senate meeting agenda
HB233 survey to all faculty after culture survey is done (April 8)?
Discussion of service resolution / constitutional amendment content
Campus back to face-to-face discussion

Faculty
Students

01:32:39 FS - Bill Self: Isn't this a question for the parliamentarian?

01:38:35 FS Keith Koons: Bill Self is running the election and he can tell jokes in between!

01:42:45 FS - Bill Self:
<https://facultysenate.ucf.edu/document/april-16-2020-agenda-and-meeting-materials/>

02:17:30 FS - Reid Oetjen: I think we need more data about what students want/need. I think there is middle ground to our answer that falls between the pre-pandemic and post-pandemic world. I would support a deep discussion with all parties.

02:21:10 FS - Tina Dow: We started library sessions for Anatomy to try to cast a larger net and get them more face-to-face time with a TA. I'm so glad to hear its working.

02:23:11 FS Stephen King: Reid: my hope is the under grad and grad
councils will get that data

02:23:51 FS-Jim Moharam: No exams, no term papers, no assignments!

02:24:50 FS - Reid Oetjen: Is everyone's leadership back on campus?

02:29:15 G - Michael Johnson: Thanks, Bill. I just wrote Matt Hall.

02:29:52 G - Michael Johnson: (and now there is a supply chain problem)



Faculty Senate

Faculty Senate
Committee Reports
March 31, 2022

Budget and Administrative Committee

Chair – Tina Buck; Vice Chair – Adam Wells

Request to Speak at Senate/Steering

No update

Information Technology Committee

Chair – Glenn Martin; Vice Chair – Lee Dotson; Steering/Senate Liaison – Joseph Harrington

Request to Speak at Senate/Steering

March 15, 2022

Committee met for about an hour. Shafaq Chaudhry gave a presentation about the Office of Research's Research Computing & Data Workshop for Researchers series. Some Q&A discussion regarding using training for students in courses, meeting student needs that don't overlap with the curriculum, and other online programs. Other topics including infrequent telephony and mass e-mail were discussed briefly as no UCF IT representative was available for the meeting (Hank Glaspie joined near the end to discuss process of a new mass e-mail policy).

Personnel Committee

Chair – Edwin Torres; Vice Chair – Adam Parrish

Request to Speak at Senate/Steering

March 23, 2022

The committee discussed a draft resolution on Faculty Involvement in Hiring. The committee ran out of time discussing the resolution and voted to table it until the next Senate. Karol Lucken agreed to follow through on the resolution over the summer. Chair Edwin Torres introduced discussion concerning topics raised during SVP Hector's February meeting with Personnel. Michael Proctor indicated that wage erosion is a serious concern that is only getting worse due not only to increasing inflation but due to university policies. Senator Proctor agreed to follow through on wage erosion in the next Senate and in Steering if so elected. Chair Torres announced that he will be leaving UCF to serve as Chair at another College.

Research Council

Chair – Linda Walters; Vice Chair – Shawn Burke

Request to Speak at Senate/Steering

No update

Graduate Council

Chair – Stacy Barber; Vice Chair – Valeriya Shapoval

Request to Speak at Senate/Steering



Faculty Senate

March 2022

The Graduate Policy Committee (Chair, Stacy Barber) has been working on new language for the credit transfer policy. Some progress has been made, and this could be finished at the next meeting. Previously, the policy allowing for virtual defense of theses and dissertations was made permanent.

Undergraduate Council

Chair – Jeffrey Kauffman; Vice Chair – Tina Dow

Request to Speak at Senate/Steering

March 2022

On Tuesday, 1 March, the Undergraduate Course Review Committee (UCRC) held its monthly meeting. During that time 87 Consent Agenda and 16 Action Agenda items were approved. The Undergraduate Policy and Curriculum Committee (UPCC) met Tuesday, 15 March. It approved 36 program/certificate/minor revisions, 1 new certificate, and 2 new equipment & facility fees. In addition, Dr. Tim Letzring gave both the UPCC and UCRC a BOG update regarding anticipated changes for Fall 2022 semester. Beginning July 1, a newly signed bill will require all GEP courses have a Syllabus “posted” 45 days before classes begin.

Ad Hoc Bylaws Committee

Chair – William Self

Request to Speak at Senate/Steering

No update

Ad Hoc Committee on Civil Discourse

Chair – William Self

Request to Speak at Senate/Steering

No update

Ad Hoc Health and Safety Crisis Response Committee

Chair – Stephen King; Vice Chair – Victoria Loerzel

Request to Speak at Senate/Steering

March 1, 2022

The number of COVID cases in central Florida and at UCF are continuing to decline rapidly and may soon approach the lows we had prior to the omicron variant. The campus EICRT committee met after our committee meeting and will presumably be considering the pandemic and the university’s response. The Health and Safety committee is cautiously optimistic that we may be able to get closer to “normal” as we look forward into the spring semester.

Ad Hoc Equity, Inclusion and Diversity Committee

Chair – Kristine Shrauger

Request to Speak at Senate/Steering

No update

Motion to create an ad hoc Faculty Senate Student Success committee.

The committee's charge includes

1 present to steering a permanent Student Success committee structure that provides meaningful faculty input into the broad topic of student success at UCF

2 present to steering potential duties and responsibilities of the proposed committee that are developed in collaboration with appropriate faculty, student, staff, and administrative stakeholders

3 bring to steering topics and data for discussion until the permanent committee is formed

The ad hoc committee's initial membership is 5 members, appointed by Steering

Senate 2022-2023 Topic Assignment Guidance in the Steering Committee

It is critical for the effective function of senate committees that all committees receive their assigned topics from steering as early as possible in the fall semester.

This year, steering's role in the assignment of topics will be focused on the determination of the senate committee or committees best suited to work on each topic, and not on the descriptions, merits, or weaknesses of the topics.

To make the assignment process more efficient, this year we will open each topic with a motion that includes preliminary assignment of that topic to a committee or committees.

If there is no disagreement with the preliminary assignment, steering can quickly approve the assignment via unanimous consent and move to subsequent topics.

If a steering member would like to propose a different assignment, they may make a motion to amend the preliminary assignment. Steering will then consider the amended motion using standard parliamentary procedures outlined in Robert's Rules.

Steering Assigned Topics for 2022-2023 Faculty Senate

Steering #	Committee Assignment	Date Assigned	Topic	Description	Referred by	Date Referred	Status
1	B&A		Ongoing Workday Issues	Identify critical Workday issues that require resolution and the estimated timeframes needed to fix those issues. Follow through to make sure Workday issues are completely addressed.	Stephen King	8/15/2022	
2	FCTL Advisory		Develop SPI Improvements	A Student Perception of Instruction Task Force was created in response to Senate Resolution 2018-2019-12. The Task Force examined multiple aspects of the current SPol system used at UCF and delivered a report to senate in August 2020 that included several areas for potential modifications to the SPol system. That Task Force Report should be utilized to develop improvements to the SPI process, the SPI questions, and other related factors	Kevin Yee and Stephen King	8/15/2022	
3	Steering		Board of Governors Free Expression Statement	The Board of Governors Civil Discourse Initiatives in the State University System recommendation III states "The Board of Governors recommends that the leadership of each university board of trustees, faculty senate, and student government annually review and endorse the Board's Statement of Free Expression and commit to the principles of civil discourse". As the leadership body of the UCF faculty senate, the UCF faculty senate steering committee should review and consider endorsing the Board's Statement of Free Expression	Stephen King	8/15/2022	
4	FCTL Advisory, Student Success		Support the UCF Strategic Plan-Student Success	Faculty involvement, ideas, and initiatives will be critical for the success of the new UCF Strategic Plan. The main areas of the Strategic Plan (listed below) need to be supported and enhanced with significant input from the relevant senate committees	Stephen King	8/15/2022	
5	Research, Personnel, IT, B&A		Support the UCF Strategic Plan-Discovery and Exploration	Faculty involvement, ideas, and initiatives will be critical for the success of the new UCF Strategic Plan. The main areas of the Strategic Plan (listed below) need to be supported and enhanced with significant input from the relevant senate committees	Stephen King	8/15/2022	
6	Personnel, DEI, civil discourse		Support the UCF Strategic Plan-Community and Culture	Faculty involvement, ideas, and initiatives will be critical for the success of the new UCF Strategic Plan. The main areas of the Strategic Plan (listed below) need to be supported and enhanced with significant input from the relevant senate committees	Stephen King	8/15/2022	
7	B&A, IT		Support the UCF Strategic Plan-Innovation and Sustainability	Faculty involvement, ideas, and initiatives will be critical for the success of the new UCF Strategic Plan. The main areas of the Strategic Plan (listed below) need to be supported and enhanced with significant input from the relevant senate committees	Stephen King	8/15/2022	
8	IT		Identify and evaluate innovative solutions to current and future campus IT problems and issues	Assess the advantages and disadvantages of systems and approaches that could transform campus IT needs. How do we invest for the future of our IT needs? Possible areas to explore include student administrative services, cybersecurity, service for hire agreements, networking in the future, etc.	Matt Hall and Stephen King	8/15/2022	

Steering Assigned Topics for 2022-2023 Faculty Senate

9 Master Planning	Create working campus plans for regional UCF campuses	Working campus plans should be developed in conjunction with local expertise for future development at major regional campuses. Such plans should provide context for future needs of the regional campuses without the complexity or rigidity mandated for the main campus master plan.	Jonathan Varnell and	8/15/2022
10 Master Planning	Require all building projects to include an assessment of parking and transportation needs early in the process	Adequate access to buildings, include additional parking needs, should be incorporated into all building projects at the earliest possible stages.	Stephen King	8/15/2022
11 GURC,	Move the General	Evaluate a potential restructure of the undergraduate council to include	Theodorea	8/15/2022
Univ Parking&Transpo rtation and FS Parking transportation 12 and Safety	Evaluate converting the Faculty Senate Parking, Transportation, and Safety committee to a Campus Safety Committee	Evaluate moving non-safety parking and transportation issues to the University Parking and transportation committee and convert the FS parking transportation and safety committee to a Campus Safety committee. Consider appropriate membership of a campus safety committee as well as general areas of safety to plan for. The new committee should also consider the development of plans for campus and academic missions to continue operations during long-term safety responses.	Stephen King	8/15/2022
Personnel, 13 Research Council	Retaining Faculty at UCF	Resolution 2021-2022-4 requested that UCF develop a mechanism for exit and stay interviews as a method to better determine the factors affecting faculty turnover. In addition to that knowledge, inducements to retaining faculty should be explored, which could include salary, research funding, and/or other incentives.	Liz Klonoff and Stephen King	8/15/2022
14 B&A	Reduce the time to hire faculty and staff	Determine which steps are causing significant delays in hiring faculty and staff. Work to identify solutions than can speed up the hiring process and make us more competitive with other employers.	Stephen King	8/15/2022
15 Graduate Policy	Address obstacles in the recruitment of international students	Determine if a policy could be developed to allow individual student flexibility in requirements to apply to graduate programs. Graduate programs can either require a GRE test score, or if they do not require a GRE score, they must require international students to undergo a lengthy and costly screen for degree equivalency. Currently, graduate programs must choose one of those options for all incoming students and cannot offer both options on a case-by-case basis per individual students.	David Hagan and Patrick Likamwa	8/15/2022
16 FCTL Advisory	Civil Discourse Initiatives	The Board of Governors Civil Discourse Initiatives in the State University System provides multiple recommendations for promoting civil discourse at universities. Recommendation VII- Best Practices for Civil Discourse point 2 is for universities to "Schedule and host ongoing, campus-wide forums, dialogues, and debates on various issues and perspectives to promote open discussion, understanding, and learning opportunities." Appropriate senate committees should develop a program to address Recommendation VII point 2	Kevin Yee and Stephen King	8/15/2022

Steering Assigned Topics for 2022-2023 Faculty Senate

B&A Research 17 Council	Foreign Influence Screening Procedures	Compare UCF with other SUS universities to see if there are mechanisms or processes that can be used to perform this required function more efficiently. The current length of time to complete this process puts UCF at a disadvantage in the recruitment process.	David Hagan and Patrick Likamwa	8/15/2022
18 Graduate Policy	Use of graduate student email addresses on campus websites	Evaluate the benefits and risks if UCF were to make a policy where graduate student email addresses were accessible on websites as directory information. FERPA guidelines allow institutions to determine if student email addresses can be made public as directory information. Some institutions consider email addresses as directory information and thus able to be posted publicly	David Hagan and Patrick Likamwa	8/15/2022
19 Research Council	Develop a mechanism to generate a pool of faculty available for research misconduct cases	Currently, each time a research misconduct case progresses, new sets of faculty are recruited to serve on an Inquiry committee and later on an Investigation committee for that particular case. Having a pool of faculty from across disciplines that are willing to serve would allow the Research Integrity Officer to identify faculty that are readily available and that have a wide array of expertise. Relevant Policies and Procedures include Policy 4.211.1 and the related Assurance of Compliance document: CR_UCF-ORC_RM_Assurance_2013.pdf	Doug Backman and Stephen King	8/15/2022
20 Personnel	Non-Unit Faculty Benefits	The Provost has indicated support for non-unit faculty to have the same benefits as in unit faculty. This is likely to require development of new policies through HR.	Stephen King	8/15/2022
Univ Parking and 21 Transportation	Handicapped Parking at the Downtown campus	Work with the UCF Downtown campus to evaluate the current situation of handicapped parking at the downtown campus. Determine if changes are needed to provide better access for handicapped students, staff, and faculty to the downtown campus	Stephen King	8/15/2022
Research Council 2021-2022-5 GCC	7-20-21 International Collaboration	UCF has claimed the international focus of research and education at UCF as one of its five priorities. However, the present modality of administrating the international collaboration at UCF prevents any initiative or development of formal or informal collaboration, if ANY formal approval from UCF is requested. (See document for more information)	Viatcheslav Koc	6-4-2021 In progress
Steering (belongs to Academic 2021-2022-9 Affairs)	7-26-21 SPOI Reporting Issues for Music Classes	A large part of the music curriculum is applied music courses. These are also known as music performance courses, studio courses or lessons, and are taught one-on-one. Many music faculty specialize in the performance of an instrument or voice. The courses used for this study exist at different levels for the different	Keith Koons	7-23-21

Steering Assigned Topics for 2022-2023 Faculty Senate

After the last revision of SPOI questions, the Senate directed that the data reporting be separated into lower division, upper division, and graduate. Also, classes in which there are fewer than five responses are not included, for the purpose of retaining anonymity. Now there is a problem with getting data reported. If there are only 3-4 students per level, there are not enough to report that data. To solve that issue, a solution was devised a long time ago (previous to the last revision of questions) to aggregate the data from all levels for one professor together (as long as the total responses were five or more). This was a valuable solution – not only was this a way for the student responses to actually be counted, but also anonymity was preserved. The aggregated data was reported under an invented course number (such as MVW3999) for this purpose. Now, we are having problems with getting the aggregated data, because with this solution, there cannot be a separation for lower/upper/graduate numbers. We would like to suggest that a new category of data be established, recognized, and approved by the Senate, to have Music Studio Courses. We would like the aggregation to continue, and for these courses to be excluded from the requirement for reporting for lower/upper/graduate divisions.

2021-2022-10 Steering	7-27-21	Review Faculty Definition in Constitution for Senate representation and definition of Graduate Faculty titles	Review definition of faculty in Constitution. Consider IDs in CDL, researchers in institutes. Should they be included in Senate? What other rights/privileges should they have? Who can advise PhDs/MSs? What about PEOs?	Joe Harrington 7-27-21
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Steering Assigned Topics for 2022-2023 Faculty Senate

								The committee consulted with relevant stakeholders, held discussions, and presented a draft resolution. The committee determined that the draft resolution still needed more work and will continue working on this on the 2022-2023 cycle.
2021-2022-11	Personnel	8-27-21	Faculty Involvement in Hiring	Investigate or survey the degree to which faculty are involved in hiring new faculty in each department, determine the guidelines given to chairs in each college and whether/how they differ, collect UCF procedures from Faculty Excellence and the Office of Institutional Equity, and develop standards and best practices the Senate recommends for hiring, recognizing that "who may teach" (i.e., hiring) is one of the four Academic Freedoms established in the landmark Supreme Court case Sweezy v. New Hampshire, 354 U.S. 234 (1957).	Nina Orlovskaya	8-26-21		
2021-2022-23	Undergraduate and Graduate Councils	3-3-22	Changes in educational preferences by students	The Undergraduate and Graduate Councils will investigate, with campus experts and in collaboration with the Student Government Association, the changes in educational preferences and campus experience since the start of the COVID-19 pandemic.	Kelly Semrad	3-3-22		
								On hold - await State/BOG guidance on syllabus database (part of SB 7044)
2020-2021-1	UPCC	8-20-20	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.	Bill Self	4-1-20		
2020-2021-2	UPCC GPC	8-20-20	Student Cheating	Address the problem of the ease of students being able to cheat during online courses	Senate Meeting	4-16-20		In progress
2020-2021-5	Personnel/Reassigned to Ad Hoc EID	9-24-20/2-9-21	Prohibited Conduct Policy	Review of Prohibited Conduct Policy # 2-004.1 to include a requirement for follow-up	Terri Fine	5-4-20		In progress

Steering Assigned Topics for 2022-2023 Faculty Senate

2020-2021-6	UPCC & GCC		Final Exams Policy & Additional Course Modalities	Review Final Exam policy for updates and revisions. Benefits of teaching through Zoom and other remote modalities and possibly adding them to the catalog.	Jana Jasinski		In progress
2020-2021-7	Research	9-24-20	Scientific Conferences at UCF	The organization of Scientific (or otherwise Academic) Conferences and Meetings chaired by UCF faculty should be managed through the Office of Research, rather than Continuing Education.	Luca Argenti	8-24-20	In progress
2020-2021-8	Budget->Research	9-24-20	Accommodation of J1 visiting scholars	UCF should consider reserving on-campus or near-campus accommodations for mid-term (one to six months) visiting scholars on J1 visas.	Luca Argenti	8-24-20	In progress
2020-2021-16	Bylaws	9-24-20	Library representation on Graduate Council	Study the bylaws to see if they need to be amended to allow librarians to serve on the Graduate Council without being graduate faculty.	Steering	9-24-20	In progress
2020-2021-22	UPCC & GCC		Curriculum Agreements	Curriculum agreements with other institutions do not currently come through the Undergraduate or Graduate Council for review. Would like the Undergraduate Council to consider their role in these agreements.	Bill Self	1-14-21	In progress
2020-2021-26	Graduate Policy Committee	2-18-21	GRE Requirements	With SGA Resolution 52-70, they are asking that the Graduate Policy Committee be charged with reviewing UCF Regulation 2.003 and UCF's GRE policy. The final goal being that the GRE requirement be removed from UCF Regulations for admission and application processes to UCF's Graduate student programs.	Student Govern	2-18-21	In progress
2020-2021-27	Research Council	3-4-21	Contract Review	Review of updates to the Contract Review policy.	University Policies and Procedures Committee	3-4-21	In progress
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	Steering should determine if this remains a topic for Personnel.
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.	Bill Self	5-14-19	Subcommittee formed for work in Fall 2020. In progress
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.	Michael Proctor	4-19-19	In progress

Steering Assigned Topics for 2022-2023 Faculty Senate

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.	Michael Proctor	4-19-19	In progress
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	In progress
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	Steering	4-4-19	remains the same...
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	The committee briefly discussed and waited to hear from the benefits committee on any new developments. Continue
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	Committee monitoring. Continue
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	In progress
2019-2020-21	Ad Hoc Bylaws Postpone	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	In progress
2018-2019-9	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.	Steering	4-5-18	In progress
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.	Kevin Coffey	4-9-18	Committee Monitoring
			Response: Transitioning from EHS to Compliance & Ethics. A new UCF policy needs to be created regarding speed limits. Committee recommended 10mph on sidewalks.			

Steering Assigned Topics for 2022-2023 Faculty Senate

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.	Bill Self	8-8-18	The committee followed-up on this issue; we're not sure where the Provost's office is on this matter at the moment. Continue
2017-2018-7a	ITC Reassigned to PTS	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. In progress.
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.	Joseph Harringt	8-11-16	Steering AD Hoc Committee 3-7-19 In progress
2017-2018-18	University Master Planning Committee - 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
2017-2018-16	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?	Bill Self	7-25-17	Pending

Senate 2022-2023 Resolution Process Guidance in the Steering Committee

The Faculty Bylaws Section VI. A. 2 lists the Duties and Responsibilities of the Steering Committee. Point f is relevant to the consideration of resolutions and states:

f. To consider resolutions forwarded by Senate committees and to forward them to the full Senate or refer them back to the Senate committee.

The Bylaws reveal that the options available to steering in the resolution process depend on whether a particular resolution is brought to steering by a senate committee or is brought to steering by a faculty member(s).

Resolutions brought to steering by a senate committee must either be forwarded to the Senate or referred back to the committee they came from. Discussion of the resolution should only be for the purpose of informing that single decision steering has in the resolution process. Such resolutions that are forwarded to the Senate will be placed on the upcoming agenda.

Resolutions brought to steering by faculty member(s) can be fully debated and amended prior to any decision as to the next step to be considered for the resolution. Steering can forward such a resolution to the Senate, can refer it to a committee, or take any other appropriate parliamentary action upon it. Such resolutions that are forwarded to the Senate will be placed on the upcoming agenda.

1 Resolution 2022-2023-1
2 UCF Faculty Constitution Amendment
3 UCF Faculty Constitution Amendment Process
4
5

6 **Whereas**, the UCF Faculty Constitution amendment process details four instances
7 where a fixed length of time is provided for input into the amendment process, including
8 30 days prior notice before consideration at an initial Faculty Senate meeting, 14 days
9 for general faculty to provide input on the amendment, 30 days notice for any textual
10 revisions to the amendment, and 30 days review by the Provost and President upon
11 initial passage, and
12

13 **Whereas**, the current UCF Faculty Constitution amendment process results in an
14 extended time period of up to 146 days between the original time of notice and the day
15 on which the amendment can be considered by the faculty and voted upon due to the
16 timing of periodic Steering and Faculty Senate meetings, and up to 248 days from start
17 to finish of the entire Constitution amendment process; and
18

19 **Whereas**, the widespread and ubiquitous utilization of digital communications has sped
20 up the way in which the Faculty Senate and all of UCF communicates and conducts
21 business; therefore:
22

23 **Be it resolved** that the amendment process detailed in Article VII. of the UCF Faculty
24 Constitution be amended to state:
25

26 A. Amendments to the constitution shall be considered by the Faculty Senate upon
27 recommendation of the Faculty Senate Steering Committee or upon receipt of a
28 proposal signed by five percent of the General Faculty. The text of a proposed
29 amendment must be communicated to the General Faculty, made available
30 electronically to the members of the Faculty Senate, and be included on the agenda and
31 discussed at two successive meetings of the Senate. The proposed amendment is
32 subject to amendment and may be voted upon at the second Senate meeting. A two-
33 thirds vote of the voting members present is required for adoption.
34

35 B. Upon adoption by the Faculty Senate, an amendment shall be transmitted to the
36 provost and vice president for Academic Affairs and the president of the university for
37 action. Within twenty days the president shall either approve the amendment or refer
38 the amendment back to the Faculty Senate for reconsideration. Such a referral shall
39 include the reasons for the action. If the latter action is taken, the Faculty Senate may,
40 by a two-thirds vote of the voting members present, approve the original or a revised
41 amendment. The approved amendment will be sent to the president for further
42 consideration. An amendment shall become effective at such time as it receives the
43 president's approval.

CONSTITUTION AMENDMENT

CURRENT (page 1)

A. Amendments to the constitution may be considered by the Faculty Senate upon (1) recommendation of the Faculty Senate Steering Committee or (2) written request of fifteen percent of the members of the general faculty. The text of a proposed amendment must be made available electronically to the members of the Faculty Senate at least thirty days prior to the meeting at which it will be considered.

A proposed amendment must receive an affirmative majority vote of the members of the Faculty Senate who are present, after which the text of such amendment shall be made available electronically to all members of the general faculty for their review and consideration. Members of the general faculty have fourteen days from initial distribution to provide input to the Faculty Senate Steering Committee. The Faculty Senate Steering Committee shall consider all input from the members of the general faculty for potential revisions to the amendment. The revised text of the proposed amendment shall be made available electronically to all members of the general faculty at least thirty days prior to a meeting of the general faculty. At such meeting, the proposed amendment will be voted upon if a quorum is present. For final adoption, the proposed amendment must receive an affirmative two-thirds vote of those who are present.

If a quorum is not achieved at this meeting of the general faculty, a subsequent called meeting of the Faculty Senate shall consider the proposed amendment for final adoption.

PROPOSED (page 1)

A. Amendments to the constitution shall be considered by the Faculty Senate upon recommendation of the Faculty Senate Steering Committee or upon receipt of a proposal signed by five percent of the General Faculty. The text of a proposed amendment must be communicated to the General Faculty, made available electronically to the members of the Faculty Senate, and be included on the agenda and discussed at two successive meetings of the Senate. The proposed amendment is subject to amendment and may be voted upon at the second Senate meeting. A two-thirds vote of the voting members present is required for adoption.

CURRENT (page 2)

At this called meeting of the Faculty Senate, all members of the general faculty shall be invited to attend and participate. For final adoption, a proposed amendment must receive an affirmative two-thirds vote of the members of the Faculty Senate who are present.

B. Upon final adoption by the Faculty Senate, an amendment shall be transmitted to the provost and vice president for Academic Affairs and the president of the university for action. Within thirty days the president shall either approve the amendment or refer the amendment back to the Faculty Senate for reconsideration. Such a referral should include the reasons for the action. If the latter action is taken and the Faculty Senate again approves the amendment as originally adopted, it will be sent to the president for further consideration. An amendment shall become effective at such time as it receives the president's approval.

PROPOSED (page 2)

B. Upon adoption by the Faculty Senate, an amendment shall be transmitted to the provost and vice president for Academic Affairs and the president of the university for action. Within twenty days the president shall either approve the amendment or refer the amendment back to the Faculty Senate for reconsideration. Such a referral shall include the reasons for the action. If the latter action is taken, the Faculty Senate may, by a two-thirds vote of the voting members present, approve the original or a revised amendment. The approved amendment will be sent to the president for further consideration. An amendment shall become effective at such time as it receives the president's approval.

CONSTITUTION AMENDMENT PROCESS FOR SUS UNIVERSITIES

Other	FIU	FAMU FGCU	
2/3 vote		USF FPU UF FSU	UCF
Majority vote	FAU	UNF	
	Two weeks	30 days or Previous meeting	Multiple votes with multiple notices

Unknowns: NCF, UWF

1 Resolution 2022-2023-2
2 Faculty Bylaw Change
3 Faculty Senate Bylaw Amendment Process
4
5

6 **Whereas**, the Bylaws to the Constitution of the Faculty of the University of Central
7 Florida amendment process requires a bylaw amendment to be on the agenda of two
8 successive Senate meetings, and that there also be 30 days prior notice before the first
9 of those meetings; and

10
11 **Whereas**, the current Bylaw amendment process results in an extended time period of
12 up to 78 days between the original time of notice and the day on which the Bylaw can
13 be considered and voted upon due to the 28 day cycle of Faculty Senate meetings; and
14

15 **Whereas**, the widespread and ubiquitous utilization of digital communications has sped
16 up the way in which the Faculty Senate and all of UCF communicates and conducts
17 business; therefore:

18
19 **Be it resolved** that the Faculty Bylaw amendment process detailed in section X.A. of
20 the Bylaws to the Constitution of the Faculty of the University of Central Florida be
21 amended to state:
22

23 A. The Faculty Senate may amend its own bylaws by the affirmative vote of a majority
24 of Senate members present and voting at a meeting with a quorum.

25
26 1. A proposed amendment shall be included on the agenda for discussion at two
27 successive regular meetings of the Senate.

28
29 2. The text of a proposed bylaw or amendment to a current bylaw must be made
30 available electronically to the members of the Faculty Senate prior to the first
31 meeting.

32
33 3. The proposed amendment is subject to amendment and vote at the second
34 Senate meeting.

35
36 4. In cases of emergency, established by the Steering Committee, the
37 requirement of requiring two successive meetings can be waived.

BYLAWS AMENDMENT PROCESS

CURRENT

A. The Faculty Senate may amend its own bylaws by the affirmative vote of a majority of Senate members present and voting at a meeting with a quorum.

1. A proposed amendment ~~should~~ be included on the agenda ~~of two successive~~ meetings of the Senate.

2. The text of a proposed bylaw or amendment to a current bylaw must be made available electronically to the members of the Faculty Senate ~~at least thirty days prior~~ to the first meeting.

3. The proposed amendment is subject to amendment and ~~vote on~~ at the second Senate meeting.

4. In cases of emergency, established by the Steering Committee, the requirement of requiring two successive meetings can be waived.

PROPOSED

A. The Faculty Senate may amend its own bylaws by the affirmative vote of a majority of Senate members present and voting at a meeting with a quorum.

1. A proposed amendment ~~shall~~ be included on the agenda ~~for discussion at two successive regular~~ meetings of the Senate.

2. The text of a proposed bylaw or amendment to a current bylaw must be made available electronically to the members of the Faculty Senate ~~prior~~ to the first meeting.

3. The proposed amendment is subject to amendment and ~~vote~~ at the second Senate meeting.

4. In cases of emergency, established by the Steering Committee, the requirement of requiring two successive meetings can be waived.

BYLAWS AMENDMENT PROCESS FOR SUS UNIVERSITIES

2/3 vote + 2/3 vote	FIU		
2/3 vote		USF	
		UF	
Majority vote	FAU	FPU FAMU	UCF
	Two weeks	30 days or Previous meeting	30 days and Previous meeting

Unknowns: FGCU, FSU, NCF, UNF, UWF

1 Resolution 2022-2023-3
2 Faculty Bylaw Change
3 Library Faculty Serving on Faculty Senate Graduate Council and Committees
4

5 **Whereas**, library faculty served for many years as graduate faculty members of
6 the Graduate Council and the four graduate committees (Policy, Appeals,
7 Curriculum, and Program Review & Awards); and
8

9 **Whereas**, including library faculty as full voting members of these graduate
10 committees has positively contributed to the decisions and recommendations of
11 these committees; and
12

13 **Whereas**, the unique position that library faculty hold within the University of Central
14 Florida scholarly community results in active involvement in Graduate education but
15 may not result in library faculty meeting the criteria for persistent
16 Graduate Faculty status; and
17

18 **Whereas**, the current language of the Faculty Constitution & Bylaws identifies
19 graduate faculty status as a requirement for membership on these graduate
20 committees; therefore
21

22 **Be it Resolved** that the Bylaws be amended as follows to allow library faculty to
23 serve as full voting members on these graduate committees:
24

25 Section VII. Senate Curricular Committees
26

27 B. Graduate Council
28 b. Membership.
29

30 The council shall consist of all of the members of the committees of the Graduate
31 Council and the dean of the College of Graduate Studies (ex officio). All faculty
32 members of the Graduate Council, except the representatives from the University
33 Library faculty, must be Graduate Faculty, as specified in
34 the Graduate Catalog. The representatives from the University Library faculty
35 and the graduate students shall be full voting members of the council regardless
36 of graduate faculty status.
37

38 1. Graduate Policy Committee
39 b. Membership.
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41 The Graduate Policy Committee shall consist of one graduate faculty member
42 from each academic unit, at least four of whom are members of the Faculty
43 Senate, a representative from the University Library faculty, and a graduate
44 student. The representative from the University Library faculty and the
45 graduate student shall be a full voting member of the committee regardless
46 of graduate faculty status.
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2. Graduate Appeals Committee
b. Membership.

The Graduate Appeals Committee shall consist of at least one graduate faculty member from each academic unit, a representative from the University Library faculty, a graduate student, and the dean of the College of Graduate Studies (ex officio) or her/his designee. The representative from the University Library faculty and the graduate student shall be a full voting member of the committee regardless of graduate faculty status.

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, a representative from the University Library faculty, and a graduate student. The representative from the University Library faculty and the graduate student shall be a full voting member of the committee regardless of graduate faculty status.

4. Graduate Program Review and Awards Committee
b. Membership.

The Graduate Program Review and Awards Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, a representative from the University Library faculty, and the dean of the College of Graduate Studies (ex officio) or her/his designee. The representative from the University Library faculty shall be a full voting member of the committee regardless of graduate faculty status.

Library Faculty Serving on Faculty Senate Graduate Council and Committees

SECTION VII. SENATE CURRICULAR COMMITTEES

B. Graduate Council

b. Membership.

CURRENT:

The council shall consist of all of the members of the committees of the Graduate Council and the dean of the College of Graduate Studies (ex officio). **All members** of the Graduate Council must be Graduate Faculty, as specified in the Graduate Catalog.

The Committee on Committees shall select the faculty members for all committees of the Graduate Council and shall solicit nominees from the deans of the respective academic units as well as from the dean of the College of Graduate Studies, among others. The council chair and vice chair are elected annually by the membership of the council at the first meeting after the new committee is constituted, normally early in the fall term. The elected chair of the council will serve as the chair of the Graduate Policy Committee. The vice chair of the council will serve as the chair of the Graduate Curriculum Committee.

PROPOSED:

The council shall consist of all of the members of the committees of the Graduate Council and the dean of the College of Graduate Studies (ex officio). **All faculty members** of the Graduate Council, **except the representatives from the University Library faculty**, must be Graduate Faculty, as specified in the Graduate Catalog. **The representatives from the University Library faculty and the graduate students shall be full voting members of the council regardless of graduate faculty status.**

The Committee on Committees shall select the faculty members for all committees of the Graduate Council and shall solicit nominees from the deans of the respective academic units as well as from the dean of the College of Graduate Studies, among others. The council chair and vice chair are elected annually by the membership of the council at the first meeting after the new committee is constituted, normally early in the fall term. The elected chair of the council will serve as the chair of the Graduate Policy Committee. The vice chair of the council will serve as the chair of the Graduate Curriculum Committee.

1. Graduate Policy

b. Membership.

CURRENT:

The Graduate Policy 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.

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 dean of the College of Graduate Studies. The ex officio members include the 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 chair will serve as the chair of the Graduate Policy Committee. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year.

PROPOSED:

The Graduate Policy Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, a representative from the University Library faculty, and a graduate student. The representative from the University Library faculty and the graduate student shall be full voting members of the council regardless of graduate faculty status.

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 dean of the College of Graduate Studies. The ex officio members include the 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 chair will serve as the chair of the Graduate Policy Committee. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year.

2. Graduate Appeals Committee

b. Membership.

CURRENT:

The Graduate Appeals Committee shall consist of at least one graduate faculty member from each academic unit, a graduate student, and the dean of the College of Graduate Studies (ex officio) or her/his designee.

The council chair will appoint the chair of the Graduate Appeals Committee. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year. 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 dean of the College of Graduate Studies.

PROPOSED:

The Graduate Appeals Committee shall consist of at least one graduate faculty member from each academic unit, a representative from the University Library faculty, a graduate student, and the dean of the College of Graduate Studies (ex officio) or her/his designee.

The representative from the University Library faculty and the graduate student shall be full voting members of the council regardless of graduate faculty status.

The council chair will appoint the chair of the Graduate Appeals Committee. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year. 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 dean of the College of Graduate Studies.

3. Graduate Curriculum Committee

b. Membership.

CURRENT:

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.

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 dean of the College of Graduate Studies. The ex officio members include the 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. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year.

PROPOSED:

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, a representative from the University Library faculty, and a graduate student. The representative from the University Library faculty and the graduate student shall be full voting members of the council regardless of graduate faculty status.

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 dean of the College of Graduate Studies. The ex officio members include the 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. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year.

4. Graduate Program Review and Awards Committee

b. Membership.

CURRENT:

The Graduate Program Review and Awards Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, and the dean of the College of Graduate Studies (ex officio) or her/his designee.

The council chair will appoint the chair of the Graduate Program Review and Awards Committee. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered.

PROPOSED:

The Graduate Program Review and Awards Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, a representative from the University Library faculty, and the dean of the College of Graduate Studies (ex officio) or her/his designee. The representative from the University Library faculty shall be a full voting member of the council regardless of graduate faculty status.

The council chair will appoint the chair of the Graduate Program Review and Awards Committee. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be three years, staggered.

1 Resolution 2022-2023-4
2 Faculty Bylaw Change
3 Research Council Membership
4
5

6 **Whereas**, the duties and responsibilities of the Research Council are far ranging, and
7 include in part assisting in the evaluation of university research programs, reviewing the
8 activities of committees that deal with human subject or animals in research, working
9 with Office of Research administration in establishing guidelines for submission and
10 review of research proposals, and recommending policies relating to research activities,
11 research facilities, responsible research conduct, and patents; and
12

13 **Whereas**, the Research Council currently has the flexibility to divide into committees
14 based on the specific needs or emphasis in any given year; and
15

16 **Whereas**, faculty membership on the Research Council consists of exactly eighteen
17 faculty members proportionally representing all of the University academic units, plus
18 two additional faculty from the university institutes and/or centers; and
19

20 **Whereas**, the efficiency of the Research Council would be enhanced by having
21 additional faculty members representing the academic units, thus providing a wider
22 array of viewpoints and experiences from which the council could draw upon; therefore
23

24 **Be it resolved** that the Bylaws to the Constitution of the Faculty of the University of
25 Central Florida be amended in Section VI.F.2 to replace the text
26

27 “The committee shall consist of eighteen faculty members with at least one
28 representative from each of the academic units selected by the Committee on
29 Committees and two additional faculty members from the institutes and/or centers will
30 be designated by the vice president for the Office of Research.”
31

32 with
33

34 “The committee shall consist of **twenty-eight** faculty members with at least one
35 representative from each of the academic units selected by the Committee on
36 Committees and **three** additional faculty members from the institutes and/or centers will
37 be designated by the vice president for the Office of Research.”
38

RESEARCH COUNCIL MEMBERSHIP

CURRENT

2. Membership.

The committee shall consist of **eighteen** faculty members with at least one representative from each of the academic units selected by the Committee on Committees and **two** additional faculty members from the institutes and/or centers will be designated by the vice president for the Office of Research. Academic unit faculty membership shall proportionally represent the number of faculty of the colleges. Only faculty members holding the rank of associate professor or professor or professional librarians of comparable rank shall be eligible for membership. The vice president for the Office of Research (or designee) shall serve as an ex officio member. Terms of service shall be three years, staggered. The chair and vice chair of the council shall be elected annually by its membership.

PROPOSED

2. Membership.

The committee shall consist of **twenty-eight** faculty members with at least one representative from each of the academic units selected by the Committee on Committees and **three** additional faculty members from the institutes and/or centers will be designated by the vice president for the Office of Research. Academic unit faculty membership shall proportionally represent the number of faculty of the colleges. Only faculty members holding the rank of associate professor or professor or professional librarians of comparable rank shall be eligible for membership. The vice president for the Office of Research (or designee) shall serve as an ex officio member. Terms of service shall be three years, staggered. The chair and vice chair of the council shall be elected annually by its membership.

1 Resolution 2022-2023-5
2 Faculty Bylaw Change
3 Excessive Absences in Committees
4

5 **Whereas**, the principles of shared governance requires contributions from the Faculty
6 Senate, the Senate operational committees, Senate curricular committees, and joint
7 committees, in making reviews and recommendations to the president, the provost and
8 vice president for academic affairs, and other administrators on all matters concerning
9 the welfare of the university; and

10
11 **Whereas**, meaningful contributions from faculty appointed to committees requires the
12 presence of the faculty at scheduled committee meetings; and

13
14 **Whereas**, the Faculty Senate appoints faculty members, only a fraction of which are
15 senators, to serve on Senate operational committees, Senate curricular committees,
16 and joint committees; and

17
18 **Whereas**, the faculty senate has a mechanism to address vacancies or excessive
19 absences by senators at Senate meetings as described in the Bylaws Section V.A.-C.;
20 and

21
22 **Whereas**, joint committees have a mechanism to address vacancy or excessive
23 absences as stated in Bylaws Section VII that “If a non-elected committee member is
24 absent or unable to serve for eight weeks or longer, an interim or permanent
25 replacement will be appointed for the remaining term”; and

26
27 **Whereas**, consistent expectations for committee attendance at Senate operational
28 committees, Senate curricular committees, and joint committees would benefit faculty in
29 understanding expectations; therefore

30
31 **Be it resolved** that the Bylaws to the Constitution of the Faculty of the University of
32 Central Florida be amended in Section VI and Section VII to state “If a committee
33 member is absent or unable to serve for eight weeks or longer, an interim or permanent
34 replacement will be appointed for the remaining term by the agency that appointed the
35 committee member”; and

36
37 **Be it further resolved** that the Bylaws to the Constitution of the Faculty of the
38 University of Central Florida be amended in Section VIII to replace “If a non-elected
39 committee member is absent or unable to serve for eight weeks or longer, an interim or
40 permanent replacement will be appointed for the remaining term” with “If a committee
41 member is absent or unable to serve for eight weeks or longer, an interim or permanent
42 replacement will be appointed for the remaining term by the agency that appointed the
43 committee member”.

44
45

RESOLUTION ON EXCESSIVE ABSENCES IN COMMITTEES (page 1)

SECTION VI. SENATE OPERATIONAL COMMITTEES

CURRENT:

The Faculty Senate will establish Senate operational committees, which report to the full Faculty Senate at each meeting of the Faculty Senate. Terms of service for all committees are staggered. Committee members continue to serve until their replacements are appointed. The chair of each committee, directed by majority vote of the committee membership, shall bring policy matters to the Faculty Senate Steering Committee for consideration. Even though there is no voting by proxy for Senate meetings, Senate operational committees may adopt policies at the start of the year to allow voting by proxy. According to *Robert's Rules of Order* (latest edition) proxies should be written, be for a specific meeting, and be given to the committee chair before the start of a meeting.

PROPOSED:

The Faculty Senate will establish Senate operational committees, which report to the full Faculty Senate at each meeting of the Faculty Senate. Terms of service for all committees are staggered. Committee members continue to serve until their replacements are appointed. The chair of each committee, directed by majority vote of the committee membership, shall bring policy matters to the Faculty Senate Steering Committee for consideration. Even though there is no voting by proxy for Senate meetings, Senate operational committees may adopt policies at the start of the year to allow voting by proxy. According to *Robert's Rules of Order* (latest edition) proxies should be written, be for a specific meeting, and be given to the committee chair before the start of a meeting. **If a committee member is absent or unable to serve for eight weeks or longer, an interim or permanent replacement will be appointed for the remaining term by the agency that appointed the committee member.**

RESOLUTION ON EXCESSIVE ABSENCES IN COMMITTEES (page 2)

SECTION VII. SENATE CURRICULAR COMMITTEES

CURRENT:

Certain committees shall be designated as Senate curricular committees. Even though there is no voting by proxy for Senate meetings, Senate curricular committees may adopt policies at the start of the year to allow voting by proxy. According to *Robert's Rules of Order* (latest edition) proxies should be written, be for a specific meeting, and be given to the committee chair before the start of a meeting.

As the elected representatives of the faculty, the Faculty Senate is responsible for all university curricular committees and councils.

PROPOSED:

Certain committees shall be designated as Senate curricular committees. Even though there is no voting by proxy for Senate meetings, Senate curricular committees may adopt policies at the start of the year to allow voting by proxy. According to *Robert's Rules of Order* (latest edition) proxies should be written, be for a specific meeting, and be given to the committee chair before the start of a meeting. **If a committee member is absent or unable to serve for eight weeks or longer, an interim or permanent replacement will be appointed for the remaining term by the agency that appointed the committee member.**

As the elected representatives of the faculty, the Faculty Senate is responsible for all university curricular committees and councils.

RESOLUTION ON EXCESSIVE ABSENCES IN COMMITTEES (page 3)

SECTION VIII. JOINT COMMITTEES AND COUNCILS

CURRENT:

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

PROPOSED:

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

1 Resolution 2022-2023-6
2 Faculty Senate Bylaw Amendment
3 Faculty Senate Parliamentarian
4

5 **Whereas**, the Bylaws to the Constitution of the Faculty of the University of Central Florida state
6 that one of the duties of the Faculty Senate Chair is to appoint a parliamentarian; and
7

8 **Whereas**, meetings of the Senate are conducted according to the latest edition of Robert's
9 Rules of Order, which asserts "a member of an assembly who acts as its parliamentarian has the
10 same duty as the presiding officer to maintain a position of impartiality, and therefore does not
11 make motions, participate in debate, or vote on any question except in the case of a ballot
12 vote"; and
13

14 **Whereas**, it has been customary practice in the Senate that the Chair appoints a member of the
15 Senate to be the parliamentarian, and that the appointed parliamentarian engages in debate,
16 makes motions, and votes on all questions before the Senate; and
17

18 **Whereas**, Webster's New World Robert's Rules of Order Simplified and Applied provides an
19 alternative status for the parliamentarian as follows: "If a member is considered the
20 parliamentarian and sits with the assembly during meetings and does not advise the chair
21 during the meetings, then perhaps the parliamentarian would have the right to make motions,
22 discuss them, and vote"; therefore:
23

24 **Be it resolved** that the Faculty Bylaws be amended to state in section III A. 1. g. to state:
25 "To appoint a parliamentarian. The parliamentarian, if a member of the Senate, has the rights
26 to make motions, engage in debate, and vote, but cannot sit by or advise the Chair of the
27 Senate during a meeting."