



# Faculty Senate

## Faculty Senate

Agenda for meeting of Thursday, February 13, 2025, 3:00 – 5:00 p.m.

**Location: In person at the Charge on Chamber, Student Union, Room 340**

For those unable to make the in person meeting due to travel, location, or health issues, there is a Zoom option:

<https://ucf.zoom.us/j/94928349650?pwd=azlwd2hDK2hTWXJEQjJMSHMvUG1HQT09>

Passcode: 938615

1. Call to Order
2. Roll Call via Qualtrics
3. Approval of Minutes of January 16, 2025
4. Recognition of Guests
5. Announcements
6. Report of the Senate Chair
7. Report of the President
8. Report of the Provost
9. Unfinished Business
10. New Business
  - a) Nominating Committee Update
  - b) Resolution 2024-2025-5 Bylaw Amendment: Adjusting Constituency of UCF Research Council Membership
  - c) Resolution 2024-2025-6 Bylaw Amendment: Textbook Committee
  - d) Resolution 2024-2025-7 Bylaw Amendment: Establishing the Committee on Committees as an autonomous Faculty Senate operational committee
  - e) Resolution 2024-2025-8 Bylaws Amendment: Faculty Staff Benefits Committee
  - f) Resolution 2024-2025-9 GRA Stipend Resolution Grant Funded Appointments
11. Committee Reports
  - a) B&A Committee: Amanda Major Chair of B&A Committee
  - b) IT Committee: Jim Gallo, Steering Liaison for IT Committee
  - c) Personnel Committee: Karol Lucken, Chair of Personnel Committee
  - d) Research Council: Linda Walters, Chair of Research Council
  - e) Graduate Council: Reid Oetjen, Chair of Graduate Program Review and Awards Committee, Steering Liaison for Graduate Council
  - f) Undergraduate Council: Tina Chiarelli, Chair of UCRC, Steering Liaison for Undergraduate Council



# Faculty Senate

## 12. Campus Climate Reports

- a) General Education Program (GEP) Proposal  
Maggy Tomova, Dean of the College of Sciences, Vice Provost for Strategic Initiatives within Academic Affairs

## 13. Other Business

## 14. Adjournment

1 **Resolution 2024-2025-5**  
2 **Bylaw Amendment**  
3 **Adjusting Constituency of UCF Research Council Membership**  
4

5 **Whereas**, the University of Central Florida Faculty Bylaws, in Section VI.F.2, define the membership  
6 of the Faculty Senate Research Council as follows:  
7

8 *2. Membership. The committee shall consist of twenty-eight faculty members with at least*  
9 *one representative from each of the academic units selected by the Committee on*  
10 *Committees and three additional faculty members from the institutes and/or centers will be*  
11 *designated by the vice president for Research. Academic unit faculty membership shall*  
12 *proportionally represent the number of faculty of the colleges. Only faculty members*  
13 *holding the rank of associate professor or professor or professional librarians of comparable*  
14 *rank shall be eligible for membership; and*  
15

16 **Whereas**, apportionment of faculty in the Faculty Senate and thus in the Research Council has  
17 changed with the faculty housed in the Office of Research now considered part of an academic unit  
18 for the purposes of senate representation. Faculty in the Office of Research will now automatically  
19 be given representation on both the Faculty Senate and the Research Council, eliminating the need  
20 for the vice president for Research to appoint members to the Research Council; and  
21

22 **Whereas**, all UCF general faculty (as defined by the University of Central Florida Faculty Bylaws, in  
23 Section I.A) that are research active should have the opportunity to serve on Research Council  
24 rather than just Associate Professors, Professors, and Librarians of comparable rank; therefore  
25

26 **Be it Resolved**, that the UCF Faculty Bylaws be amended in Section VI-F2 to state:  
27

28 *2. Membership. The committee shall consist of twenty-eight faculty members with at least*  
29 *one representative from each of the academic units selected by the Committee on*  
30 *Committees. Academic unit faculty membership shall proportionally represent the number*  
31 *of faculty of the colleges. All research-active general faculty members shall be eligible for*  
32 *membership.*

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**Resolution 2024-2025-6**  
**Faculty Senate Bylaw Change**  
**Textbook Committee**

**Whereas**, in 2020, the Bookstore Advisory Committee was renamed the Textbook Committee to broaden its focus; and

**Whereas**, the Textbook Committee requires broader membership to include expertise and representation for course materials beyond just textbooks; and

**Whereas**, Florida Statutes and university initiatives place a greater emphasis on course material affordability, accessibility, and open educational resources (OER) and practices (OEP); and

**Whereas**, the inclusion of both undergraduate and graduate student representatives is critical, as course materials impact students across all academic levels; and

**Whereas**, the recent institutional reorganization changes the committee's executive sponsor to be the Provost and Executive Vice President for Academic Affairs or designee; therefore

**Be it Resolved**, that the bylaws for the Textbook Committee be modified to include changing the name of the committee to the "Course Materials Committee" and to update that the committee reports to the Provost and Executive Vice President for Academic Affairs or designee; and

**Be it Further Resolved**, to amend the Membership section of the Faculty Bylaws of the Textbook Committee to state

*"The committee shall consist of one faculty member from each academic unit (selected by the Committee on Committees), one undergraduate student (nominated by the president of the Student Government Association), one graduate student (appointed by the dean of the College of Graduate Studies based on the recommendation of the president of the Graduate Student Association), one representative from the Faculty Center for Teaching and Learning, the chair of the Affordable Instructional Materials Initiative (or designee), the chair of the Open Education Coordinating Committee (or designee), the administrative project manager for Textbook Affordability & Compliance, and the bookstore manager. The Provost and Executive Vice President for Academic Affairs (or designee) is an ex officio member and administrator for the committee and shall identify additional ex officio members to provide useful expertise related to course materials, affordability, accessibility, and open education. The chair and vice chair shall be elected annually from its faculty membership. Terms of service shall be two years, staggered, with the exception of the student members, who shall serve for one year."*

## TEXTBOOK COMMITTEE

### CURRENT TITLE AND DUTIES

#### Textbook Committee

#### 1. Duties and Responsibilities.

- a. To review and recommend to the dean of the College of Undergraduate Studies procedures to meet textbook adoption deadlines and reporting requirements.
- b. To promote a culture that values textbook affordability.
- c. To respect the faculty member's expertise in choosing appropriate curriculum materials while highlighting the cost-effectiveness for students.
- d. To develop scholarship selection criteria, review applications, and select scholarship recipients each year to receive free course textbooks and other awards for each semester from the university Bookstore.

### PROPOSED TITLE AND DUTIES

#### Course Materials Committee

#### 1. Duties and Responsibilities

- a. To review and recommend to the Provost and Executive Vice President for Academic Affairs (or designee) procedures to meet course material adoption deadlines and reporting requirements.
- b. To promote a culture that values course material affordability.
- c. To respect the faculty member's expertise in choosing appropriate curriculum materials while highlighting the cost-effectiveness for students.
- d. To develop scholarship selection criteria, review applications, and select scholarship recipients each year to receive free course materials and other awards for each semester from the university Bookstore.

## TEXTBOOK COMMITTEE

### CURRENT MEMBERSHIP

#### 2. Membership.

The committee shall consist of one faculty member from each academic unit (selected by the Committee on Committees), one student (nominated by the president of the Student Government Association), one representative from the Faculty Center for Teaching and Learning, ~~one representative from the University Libraries,~~ the bookstore manager, ~~and the dean of the College of Undergraduate Studies (or designee).~~ ~~The dean of the College of Undergraduate Studies (or designee) shall identify ex officio members.~~ The chair and vice chair shall be elected annually from its faculty membership. Terms of service shall be two years, staggered, with the exception of the student ~~member,~~ who shall serve for one year.

### PROPOSED MEMBERSHIP

#### 2. Membership.

The committee shall consist of one faculty member from each academic unit (selected by the Committee on Committees), one ~~undergraduate~~ student (nominated by the president of the Student Government Association), ~~one graduate student (appointed by the dean of the College of Graduate Studies based on the recommendation of the president of the Graduate Student Association),~~ one representative from the Faculty Center for Teaching and Learning, ~~the chair of the Affordable Instructional Materials Initiative (or designee),~~ the chair of the Open Education Coordinating Committee (or designee), the administrative project manager for Textbook Affordability & Compliance, and ~~the bookstore manager.~~ ~~The Provost and Executive Vice President for Academic Affairs (or designee) is an ex officio member and administrator for the committee and shall identify additional ex officio members to provide useful expertise related to course materials, affordability, accessibility, and open education.~~ The chair and vice chair shall be elected annually from its faculty membership. Terms of service shall be two years, staggered, with the exception of the student ~~members,~~ who shall serve for one year.

1 **Resolution 2024-2025- 7**  
2 **Faculty Senate Bylaw Amendment Resolution:**  
3 Establishing the Committee on Committees as an  
4 autonomous Faculty Senate operational committee  
5

6 **Whereas**, the Committee on Committees is currently a subcommittee of the Steering  
7 Committee, requiring its members to also serve on the Steering Committee; and

8 **Whereas**, the duties and responsibilities of the Steering Committee and the Committee on  
9 Committees are unrelated, and the skills, experience, and characteristics that make  
10 senators effective in one committee may not align with those needed in the other; and

11 **Whereas**, separating the Steering Committee and the Committee on Committees would  
12 enable a broader range of senators to engage with the Faculty Senate's inner operations  
13 and leadership, thereby doubling opportunities for senators from each academic unit to  
14 gain valuable experience; therefore

15 **Be It Resolved**, that the Committee on Committees shall become an autonomous  
16 operational committee of the Faculty Senate, with its members selected from among the  
17 senators of each academic unit; and

18 **Be It Further Resolved**, that the Faculty Senate Bylaws be amended to remove any  
19 reference to the Committee on Committees as a subcommittee of the Steering Committee  
20 and to establish the Committee on Committees as an independent operational committee  
21 with the following description:

22 ***Committee on Committees.***

23 ***1 Duties and Responsibilities***

24 *a To solicit committee preferences from senators for membership on the operational,*  
25 *curricular and joint committees and councils of the Senate, and to review and recommend*  
26 *committee membership.*

27 *b To determine the interest of their academic unit faculty (by survey or other*  
28 *appropriate means) in serving on the various operational, curricular and joint committees*  
29 *and to obtain names from department chairs, deans, and others of faculty members whom*  
30 *they believe have the requisite interest and experience to serve on specific committees.*

31 *c To provide the Office of the Faculty Senate with a list of nominees for all Senate*  
32 *operational, curricular and joint committees and councils. The Committee on Committees*  
33 *shall take into consideration minority and female representation, and to the extent possible,*  
34 *take into consideration approximate proportionate representation of the academic units to*  
35 *serve on operational, curricular, and joint committees.*

36 *d To provide the Chair of the Committee on Committees and the Office of the Faculty*  
37 *Senate with faculty nominees for additional service opportunities that are requested of the*  
38 *Faculty Senate from across the university.*

39 2. Membership:

40 *Members of the Committee on Committees are elected at the first Senate meeting of the year*  
41 *to a one-year term. The senators from each academic unit shall elect one representative to*  
42 *the Committee on Committees from amongst the unit's Senators. A senator may serve as*  
43 *their unit's representative on both the Steering Committee and the Committee on*  
44 *Committees. Should a vacancy occur on the Committee on Committees, the senators from*  
45 *the academic unit in which the vacancy occurs shall designate a replacement. This*  
46 *committee will be chaired by the Senate vice chair.*



## A. Steering Committee

1. Composition.
2. Duties and Responsibilities
3. Meetings
4. Quorum
5. Subcommittees of the Steering Committee

### a. Committee on Committees.

The senators from each academic unit shall elect their representatives to the Committee on Committees from amongst the unit's Steering Committee members. Members of the Committee on Committees are elected at the first Senate meeting of the year to a one-year term. Should a vacancy occur on the Committee on Committees, the senators from the academic unit in which the vacancy occurs shall designate a replacement. This committee will be chaired by the Senate vice chair. The committee responsibilities are:

i. To solicit committee preferences from senators for membership on the committees of the Senate, review and recommend committee membership, and to appoint a Senate liaison to provide monthly committee reports to the Senate.

ii. To consult with the faculty and deans of their academic units to identify nominees for university joint committees and councils and to review and recommend committee membership.

a. The identification of faculty for service on joint university committees and councils is the result of collaboration between the college Committee on Committees representative and a representative of the college dean. The Vice Chair of the Faculty Senate will notify both parties when a vacancy occurs, who will come to an agreement on the new appointee.

b. Based upon the criteria for the committee position, both parties may solicit nominations from the college's faculty or administrators. If the dean's representative and the college Committee on Committees representative cannot agree on the new appointee, both the nominations will be reviewed by the full Committee on Committees, which will make the final determination.

e. Once the new appointee has agreed to serve, the Committee on Committees representative shall inform the Office of the Faculty Senate of the appointment.

iii. To provide the Steering Committee of the Faculty Senate with a list of nominees for all Senate operational and curricular committees and the responsible university administrator with nominations for joint

~~committees and councils. The Committee on Committees shall take into consideration minority and female representation, and to the extent possible, take into consideration approximate proportionate representation of the academic units to serve on Senate and joint committees.~~

~~iv. To determine the interest of faculty (by survey or other appropriate means) in serving on the various Senate and joint committees and to obtain names from department chairs, deans, and others of faculty members whom they believe have the requisite interest and experience to serve on specific committees.~~

b. Nominating Committee.

The Nominating Committee shall be formed at the Steering Committee meeting prior to the March Senate meeting at the latest. This committee consists of the Senate past chair, who shall serve as chair of the committee, and two other Steering Committee members. If the immediate past chair is not available, the Steering Committee must elect a faculty member to serve in this role. The chair of the Nominating Committee shall preside over the election of Faculty Senate officers. For nomination procedures, see Bylaws, Section III.B.

a. Committee on Committees.

**1. Duties and Responsibilities:** The committee responsibilities are:

- i. To solicit committee preferences from senators for membership on the committees of the Senate, **and to** review and recommend committee membership, ~~and to appoint a Senate liaison to provide monthly committee reports to the Senate.~~
- ii. ~~To consult with the faculty and deans of their academic units to identify nominees for university joint committees and councils and to review and recommend committee membership.~~
  - a. ~~The identification of faculty for service on joint university committees and councils is the result of collaboration between the college Committee on Committees representative and a representative of the college dean. The Vice Chair of the Faculty Senate will notify both parties when a vacancy occurs, who will come to an agreement on the new appointee.~~
  - b. ~~Based upon the criteria for the committee position, both parties may solicit nominations from the college's faculty or administrators. If the dean's representative and the college Committee on Committees representative cannot agree on the new appointee, both the nominations will be reviewed by the full Committee on Committees, which will make the final determination.~~
  - c. ~~Once the new appointee has agreed to serve, the Committee on Committees representative shall inform the Office of the Faculty Senate of the appointment.~~
- iii. To determine the interest of **their academic unit** faculty (by survey or other appropriate means) in serving on the various Senate **operational, curricular** and joint committees and to obtain names from department chairs, deans, and others of faculty members whom they believe have the requisite interest and experience to serve on specific committees.
- iv. To provide **the Office of the Faculty Senate** ~~Steering Committee of the Faculty Senate~~ with a list of nominees for all Senate operational ~~and~~ curricular committees ~~and the responsible university administrator with nominations for~~ **and** joint committees and councils. The Committee on Committees shall take into consideration minority and female representation, and to the extent possible, take into consideration approximate proportionate representation of the academic units to serve on Senate **operational, curricular**, and joint committees.
- v. To provide the Chair of the Committee on Committees and the Office of the Faculty Senate with faculty nominees for additional service opportunities that are requested of the Faculty Senate from across the university

**2 Membership:** Members of the Committee on Committees are elected at the first Senate meeting of the year to a one-year term. The senators from each academic unit shall elect **one representative** ~~their representatives~~ to the Committee on Committees from amongst the unit's **Senators Steering Committee members**. **A senator may serve as their unit's representative on both the Steering Committee and the Committee on Committees.** Should a vacancy occur on the Committee on Committees, the senators from the academic unit in which the vacancy occurs shall designate a replacement. This committee will be chaired by the Senate vice chair.

1 **Resolution 2024-2025-8**

2 **Bylaws Amendment Resolution**

3 **Faculty and Staff Benefits Committee**

4  
5 **Whereas**, the current Faculty and Staff Benefits Committee duties and responsibilities include to  
6 study fringe benefits and other benefits and services provided to all faculty and staff of the  
7 university in relation to those offered in other institutions and to examine, analyze, and make  
8 recommendations on insurance and other benefit programs offered for consideration and  
9 implementation by the university; and

10 **Whereas**, the Faculty and Staff Benefits Committee recent activities have included an enhanced  
11 focus on faculty and staff wellbeing, as well as exploring improved strategies for communicating  
12 benefit-related updates to the university community; and

13 **Whereas**, the current Faculty and Staff Benefits Committee membership does not reflect the UCF  
14 Staff Advisory Council updated structure which now includes USPS and A&P employees who are  
15 both considered staff classification; and

16 **Whereas**, the current Faculty and Staff Benefits Committee Bylaws require the committee Chair be  
17 appointed by the vice president for Human Resources instead of electing the Chair from the  
18 committee faculty membership; therefore

19 **Be it Resolved**, the Faculty Bylaws shall be amended and replaced in Sections I and II with the text  
20 detailed below:

21 **Section I. Duties and Responsibilities**

- 22 a) Regularly review, compare, and assess university benefits and wellness-related programs and  
23 services to ensure they align with the evolving needs and interests of faculty and staff of the  
24 university.  
25 b) Collaborate with university stakeholders to facilitate the development and implementation of  
26 initiatives that improve faculty and staff benefits and well-being.  
27 c) Develop and execute strategies to communicate benefit-related updates, initiatives, and  
28 resources effectively across the university community.  
29 d) To report the results of the committee’s findings and recommendations on opportunities for  
30 improvement and expansion of benefits and wellness-related programs to the Faculty Senate  
31 and/or president.

32 **Section II. Membership**

33 The committee shall consist of at least one faculty member from each academic unit, selected by  
34 the Committee on Committees, six staff members selected by the UCF Staff Advisory Council, and  
35 two members from the Retiree Association (one retired faculty and one retired staff) nominated by  
36 the president of the UCF Retirement Association. A benefits representative from the Office of  
37 Human Resources and the associate vice president for Human Resources (or designee) shall serve  
38 as ex officio members. The committee chair and vice chair shall be elected annually by its

39 membership at the first meeting of the committee after the new Faculty Senate is elected, normally  
40 in the early fall term. The committee chair shall be elected annually from the faculty members of  
41 the committee.

## Faculty and Staff Benefits Committee

### CURRENT

#### 1. Duties and Responsibilities.

- a. ~~To study fringe benefits and other benefits and services provided to all faculty and staff of the university in relation to those offered in other institutions.~~
- b. ~~To examine, analyze, and make recommendations on insurance and other benefit programs offered for consideration and implementation by the university.~~
- c. ~~To make recommendations to the president on any proposed changes in benefits provided to the faculty and staff.~~
- d. ~~To report the results of fringe benefits and other related faculty and staff benefits studies to the Senate.~~
- e. ~~A quorum shall be five or more voting members.~~

### PROPOSED

#### I. Duties and Responsibilities

- A) Regularly review, compare, and assess university benefits and wellness-related programs and services to ensure they align with the evolving needs and interests of faculty and staff of the university.
- b) Collaborate with university stakeholders to facilitate the development and implementation of initiatives that improve faculty and staff benefits and well-being.
- c) Develop and execute strategies to communicate benefit-related updates, initiatives, and resources effectively across the university community.
- d) To report the results of the committee's findings and recommendations on opportunities for improvement and expansion of benefits and wellness-related programs to the Faculty Senate and/or president.

## Faculty and Staff Benefits Committee

### CURRENT

#### 2. Membership.

The committee shall consist of one faculty member from each academic unit, selected by the Committee on Committees, ~~three~~ staff members selected by the ~~USPS Staff Council~~, ~~three Administrative and Professional employees selected by the associate vice president for Human Resources~~, and two members from the Retiree Association (one retired faculty and one retired staff) nominated by the president of the UCF Retirement Association. A benefits representative from the Office of Human Resources and the associate vice president for Human Resources (or designee) shall serve as ex officio members. The chair is ~~appointed annually by the associate vice president for Human Resources from the faculty members of the 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 two years, staggered.~~

#### 2. Membership

The committee shall consist of **at least** one faculty member from each academic unit, selected by the Committee on Committees, **six** staff members selected by the **UCF Staff Advisory Council**, and two members from the Retiree Association (one retired faculty and one retired staff) nominated by the president of the UCF Retirement Association. A benefits representative from the Office of Human Resources and the associate vice president for Human Resources (or designee) shall serve as ex officio members. The **committee** chair and 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. **The committee chair shall be elected annually from the faculty members of the committee.**



1 **Resolution 2024-2025- 9**

2 **Graduate Research Assistant/Associate (GRA) Stipend Resolution for Grant Funded Appointments**

3 **Whereas**, the current Florida minimum wage is \$13.00 per hour and will increase by \$1.00 until the  
4 minimum wage reaches \$15.00 per hour on September 30, 2026; and

5 **Whereas**, as of February 2024, the living wage in Orlando, Florida for a single adult with no children was  
6 \$23.93 per hour; and

7 **Whereas**, UCF's current minimum stipend for a graduate research assistant/associate (GRA) on a .50 full-  
8 time equivalent (FTE) academic year appointment is currently \$6,000 per semester for doctoral students  
9 (approximately \$16.00 per hour) and \$5,000 per semester for master's students (approximately \$13.00  
10 per hour); and

11  
12 **Whereas**, in comparison to other State University System of Florida institutions, UCF has a higher cost of  
13 living and a lower minimum stipend for graduate assistantship students. The living wage for one adult  
14 with no children is \$20.63 per hour in Tallahassee, FL (FSU), \$20.04 per hour in Gainesville, FL and \$22.70  
15 in Tampa-St. Petersburg-Clearwater, FL (USF) as of December 2024; and

16 **Whereas**, [Florida State University](#) pays a minimum stipend of \$18,700 for graduate assistants on a .50  
17 FTE academic year appointment, the [University of Florida](#) pays a minimum salary of \$19,200 for a .50 FTE  
18 academic year appointment, and the [University of South Florida](#) pays a minimum of \$21,624 for a  
19 doctoral student on a .50 FTE academic year appointment and a minimum of \$15,304 for a master's  
20 student on a .50 FTE academic year appointment; and

21 **Whereas**, to keep research at the highest possible level at UCF and to provide a living wage to attract  
22 outstanding applicants, the assistantship stipends for Graduate Research Assistants (GRAs) must increase  
23 to a more competitive level; therefore,

24 **Be it Resolved**, effective Fall 2025, the minimum budgeted graduate research assistant/associate (GRA)  
25 salary on sponsored projects shall be \$19,200 for a .50 FTE, academic year appointment or \$25,600 for  
26 .50 FTE, 12-month appointments, with rates for other periods of employment or FTE prorated from the  
27 12-month rate; and

28 **Be it Further Resolved**, tuition remission shall be included for all graduate students in the proposal  
29 budget; and

30 **Be it Further Resolved**, exceptions to the increased GRA minimum stipend and tuition remission being  
31 written into proposals for sponsored projects may be granted by UCF's Office of Research if the  
32 stipend/tuition remission is not an eligible expense for the funding opportunity, if there is a limit on the  
33 student stipend/tuition remission amount by the sponsor, or if the total funding amount is not sufficient;  
34 and

35 **Be it Further Resolved**, GRAs funded on sponsored projects shall be paid salaries no less than those  
36 budgeted unless approved by the academic unit and the Office of Research on a case-by-case basis; and  
37

38 **Be it Further Resolved**, these salary minima shall be raised by the Office of Research annually by July 21  
39 for each Fall semester by a percentage equal to the larger of the most recent mean in-unit faculty raise

40 or the annual change in the United States Bureau of Labor Statistics Consumer Price Index - Urban (CPI-  
41 U) for the nearest urban region to UCF (currently Tampa, St. Petersburg, Clearwater) for the month of  
42 June; and

43

44 **Be it Further Resolved**, proposal budgets shall inflate GRA salaries at no less than the rate  
45 recommended by the university for faculty salaries.

1 **Amendment to Resolution 2024-2025-9**

2 **Graduate ~~Research Assistant/Associate Assistantship (GRA/GTA/GA) Stipend Resolution for Grant Funded~~**  
3 **Appointments**

4 **Whereas**, the current Florida minimum wage is \$13.00 per hour and will increase by \$1.00 until the minimum  
5 wage reaches \$15.00 per hour on September 30, 2026; and

6 **Whereas**, as of February 2024, the living wage in Orlando, Florida for a single adult with no children was \$23.93  
7 per hour; and

8 **Whereas**, UCF's current minimum stipend for a graduate ~~research assistant/associate assistantship~~  
9 (GRA/GTA/GA) on a .50 full-time equivalent (FTE) academic year appointment is currently \$6,000 per semester  
10 for doctoral students (approximately \$16.00 per hour) and \$5,000 per semester for master's students  
11 (approximately \$13.00 per hour); and

12 **Whereas**, in comparison to other State University System of Florida institutions, UCF has a higher cost of living  
13 and a lower minimum stipend for graduate assistantship students. The living wage for one adult with no children  
14 is \$20.63 per hour in Tallahassee, FL (FSU), \$20.04 per hour in Gainesville, FL and \$22.70 in Tampa-St.  
15 Petersburg-Clearwater, FL (USF) as of December 2024; and

16 **Whereas**, [Florida State University](#) pays a minimum stipend of \$18,700 for graduate assistants on a .50 FTE  
17 academic year appointment, the [University of Florida](#) pays a minimum salary of \$19,200 for a .50 FTE academic  
18 year appointment, and the [University of South Florida](#) pays a minimum of \$21,624 for a doctoral student on a .50  
19 FTE academic year appointment and a minimum of \$15,304 for a master's student on a .50FTE academic year  
20 appointment; and

21 **Whereas**, to keep research ~~and teaching~~ at the highest possible level at UCF and to provide a living wage to  
22 attract outstanding applicants, the ~~graduate~~ assistantship stipends ~~for Graduate Research Assistants (GRAs)~~ must  
23 increase to a more competitive level; therefore,

24 **Be it Resolved**, effective Fall 2025, the minimum budgeted graduate research assistant/associate (GRA)  
25 salary on sponsored projects shall be \$19,200 for 0.50 FTE academic-year appointments or \$25,600 for  
26 0.50 FTE 12-month appointments, with rates for other periods of employment or FTE prorated from the  
27 12-month rate; and

28 **Be it Further Resolved**, tuition remission shall be included for all graduate students in the proposal  
29 budget; and

30 **Be it Further Resolved**, exceptions to the increased GRA minimum stipend and tuition remission being  
31 written into proposals for sponsored projects may be granted by UCF's Office of Research if the  
32 stipend/tuition remission is not an eligible expense for the funding opportunity, if there is a limit on the  
33 student stipend/tuition remission amount by the sponsor, or if the total funding amount is not sufficient;  
34 and

35 **Be it Further Resolved**, GRAs funded on sponsored projects shall be paid salaries no less than those  
36 budgeted unless approved by the academic unit and the Office of Research on a case-by-case basis; and

37 **Be it Further Resolved**, these salary minima shall be raised by the Office of Research annually by July 21  
38 for each Fall semester by a percentage equal to the larger of the most recent mean in-unit faculty raise

39 or the annual change in the United States Bureau of Labor Statistics Consumer Price Index - Urban (CPIU)  
40 for the nearest urban region to UCF (currently Tampa, St. Petersburg, Clearwater) for the month of  
41 June; and

42 **Be it Further Resolved**, proposal budgets shall inflate GRA salaries at no less than the rate recommended  
43 by the university for faculty salaries;

44 **Be it Further Resolved**, the minimum salary for all other GRA/GTA/GAs (i.e., those not funded by sponsored  
45 research) shall be equal to 80% of the minimum budgeted salary in effect for GRAs on sponsored projects when  
46 the GRA/GTA/GA begins.

## UCF Graduate Research Assistant/Associate (GRA) Stipend Resolution (Supporting Information)

- UCF supports approximately 1,800 students annually on assistantships (GTA, GRA, & GA roles).
- The standard assistantship appointment is at 0.5 FTE (20 hours per week) and either for the academic year (fall and spring semesters) or calendar year (fall, spring, and summer semesters).
- Students are eligible for full tuition remission (not including fees) and paid individual health insurance coverage if they receive at least a single 0.5 FTE or two 0.25 FTE assistantship positions.
- Fees are the responsibility of the student or may be covered by the hiring program. Fees are estimated at \$733.41 for 9 hours and vary based on enrollment. Currently, fees cannot be waived using tuition waivers.
- The College of Graduate Studies manages the university's \$2.3M graduate fellowships budget and the allocation of \$6.4M in tuition waiver authority. Graduate fellowships and tuition waivers are paid with Education & General (E&G) funds.
- Colleges/departments manage their assistantship budgets. GTA and GA stipends are typically paid with E&G funds. Most GRAs are supported by external funding/contracts and grants (C&G).
- GTAs and university fellows receive tuition remission (not including fees) via waivers. GRAs and GAs usually receive tuition payments from their employing units.
- To cover GRA/GA tuition remission with waivers, the waiver budget would need to increase by approximately \$4.8M annually.
- Students may have a full (.50 FTE) GRA, GTA, GA or a combination of appointments that can vary between semesters.
- Current UCF assistantship minimum stipend levels are \$12,000 Fall/Spring for doctoral students on a .50 FTE and \$10,000 Fall/Spring for master's students on a .50 FTE.
- Based on .50 FTE Fall 2024/Spring 2025 GRA stipends as of December 2024, it would cost approximately \$200,000 to raise current doctoral GRAs to \$19,200 and approximately \$500,000 to raise current master's GRAs to \$19,200.
- Based on .50 FTE Fall 2024/Spring 2025 GRA stipends as of December 2024, it would cost approximately \$465,000 to raise current doctoral GTAs to \$19,200 and nearly \$1.9M to raise master's GTAs to \$19,200.
- According to the MIT Living Wage Calculator (February 2024), the living wage in Orlando, Florida for a single adult with no children is \$23.93 per hour or a required annual income before taxes of \$49,769.
- A Fall/Spring assistantship (8/18/2025-05/08/2026) at a .50 FTE (20 hours per week) with a stipend of \$19,200 will have an hourly rate of \$25.26 per hour.

## **GEP Task Force Recommendations**

Jan 31, 2025

Task Force Members: Maggy Tomova (Chair), Wayne Bowen, Annabelle Conroy, Stacey DiLiberto, Jeffrey Kauffman, Stephen King, Kersten Schroeder, Tim Letzring, Nora Underwood-Caputo.

The GEP Task Force met to review the structure of the GEP requirements at UCF. Our goals were:

1. To simplify the GEP requirements.
2. To provide more flexibility for students.
3. To better align the GEP with state requirements.

We recommend the following updates to the GEP to be implemented in Fall 2025. Please note that none of these recommendations affect any individual classes, only the general structure of the requirements.

1. Eliminate the 12 GEP subcategories (GEP 1 – GEP 12) preserving only the state-mandated five areas.
2. Require each student to take two classes in each of the five areas with at least one core class (black diamond) in each area.
3. Require that each student take ENC 1101 and ENC 1102 in the first category.
4. Allow students to choose from any category to take their remaining two GEP classes.
5. Rename the five areas to match the naming used by the BOG – Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences.

The GEP task force will continue to meet and provide more recommendations during the Spring semester.

Name: \_\_\_\_\_ Major: \_\_\_\_\_ UCFID: \_\_\_\_\_ Date: \_\_\_\_\_

**COMMUNICATION FOUNDATION** **CM**

Complete at least two courses, two of which must be ENC 1101 and ENC 1102.

		Grade or score
◆ ENC 1101 English Composition I (GRW)	PS	
ENC 1102 English Comp. II (PR) (GRW)	IE	
COM 1000 Introduction to Communication	IE	
SPC 1603C Fund. of Technical Presentations	KA	
SPC 1608 Fund. of Oral Communication	CI	
A communication course for which ENC 1101 (◆) is a direct prerequisite: _____		
A second course for which ENC 1101 (◆) is a direct prerequisite: _____		

**HISTORICAL & CULTURAL FOUNDATION** **CI**

Complete at least two courses, one of which must be a Florida state historical or cultural core (◆) course.

		Grade or score
◆ HUM 2020 Encountering the Humanities	IE	
◆ MUL 2010 Enjoyment of Music (GRW)	IE	
◆ PHI 2010 Introduction to Philosophy	IE	
◆ THE 2000 Theatre Survey (GRW)	IE	
ANT 2511 Biological Anthropology	IE	
ARH 2050 History of Western Art I	IE	
ARH 2051 History of Western Art II	IE	
EUH 2000 Western Civilization I (GRW)	IE	
EUH 2001 Western Civilization II (GRW)	IE	
FIL 1000 Cinema Survey	IE	
FIL 2030 History of Motion Pictures	IE	
HUM 2210 Studies in Culture: Anc.-17 <sup>th</sup> cent. (GRW)	IE	
HUM 2230 Studies in Culture: 17 <sup>th</sup> cent.-pres. (GRW)	IE	
LIT 2110 World Literature I (PR) (GRW)	CM	
LIT 2120 World Literature II (PR) (GRW)	CM	
MUH 2017 Survey of Rock	IE	
MUH 2019 American Popular Music, 1840s-Present	KA	
MUH 2111 Survey of Music History: Antiquity to 1750	KA	
MUL 2016 Evolution of Jazz	IE	
MUL 2720 Music of the World	IE	
REL 2300 World Religions	IE	
WOH 2012 World Civilization I (GRW)	IE	
WOH 2022 World Civilization II (GRW)	IE	

**MATHEMATICAL FOUNDATION** **PS**

Complete at least two courses, one of which must be a Florida state math core (◆) course.

		Grade or score
◆ MAC 1105C College Algebra (PR) (GRM)	KA	
◆ MAC 2311C Calc. w/ Analytic Geo. I (PR) (GRM)	CM	
◆ MGF 1130 Mathematical Thinking (GRM)	KA	
◆ STA 2023 Statistical Methods I (PR) (GRM)	KA	
COP 2500C Concepts in Computer Science	KA	
MGF 1131 Mathematics in Context (GRM)	KA	
STA 2014 Principles of Statistics (GRM)	KA	
A math course for which a Florida state math core (◆) course is a direct prerequisite: _____		
A second course for which a Florida state math core (◆) course is a direct prerequisite: _____		

**SOCIAL FOUNDATION** **IE**

Complete at least two courses, one of which must be a Florida state social core (◆) course.

		Grade or score
◆ AMH 2010 U.S. History: 1492-1877 (GRW)(CL)	IE	
◆ AMH 2020 U.S. History: 1877-Present (GRW)(CL)	IE	
◆ POS 2041 American National Government (CL)	KA	
◆ ANT 2000 General Anthropology	IE	
◆ ECO 2013 Principles of Macroeconomics	PS	
◆ PSY 2012 General Psychology	KA	
ECO 2023 Principles of Microeconomics	PS	
HSA 2117 Civic Engagement in the US Healthcare	KA	
SYG 2000 Introduction to Sociology	PS	

**Form Legend**

- ◆ One Florida state core course is required in each of the Five Foundations
- GRW Gordon Rule writing class (must earn C- or better; four courses required)
- GRM Gordon Rule math class (must earn C- or better; two courses required)
- CL Civic Literacy Requirement Course option (one course required)
- PR Course has at least one prerequisite. Prerequisites must be satisfied prior to enrollment. Refer to the UCF Undergraduate Catalog ([ucf.edu/catalog](http://ucf.edu/catalog)) for prerequisite information.

**Important Notes**

36 credit hours are required to satisfy the UCF General Education Program. Consider Gordon Rule Writing (GRW) & State Core Requirements (◆). Consult your academic success coach and the UCF Undergraduate Catalog for major-specific course requirements and acceptable course substitutes. Course descriptions are available in the UCF Undergraduate Catalog. Some classes are not offered every semester. Check [myUCF](http://myUCF) for schedule.

**SCIENCE FOUNDATION** **KA**

Complete at least two courses, one of which must be a Florida state science core (◆) course.

		Grade or score
◆ AST 2002 Astronomy (PR)	IE	
◆ BSC 1005 Biological Principles	IE	
◆ BSC 2010C Biology I (PR)	IE	
◆ CHM 1020 Concepts in Chemistry (PR)	PS	
◆ CHM 2045C Chemistry Fund. I (PR)	PS	
◆ EVR 1001 Intro to Environmental Science	IE	
◆ PHY 2020 Concepts of Physics	CM	
◆ PHY 2048 General Physics using Calc I (PR)	PS	
◆ PHY 2053 College Physics I (PR)	PS	
ANT 2511 The Human Species	IE	
CHM 1032 General Chemistry (PR)	PS	
CHS 1440 Principles of Chemistry (PR)	PS	
GEO 1200 Physical Geography	IE	
GEO 2370 Resources Geography	IE	
GLY 1030 Geology and its Applications	PS	
MCB 1310 Intro. to Biotechnology & Genetic Eng.	IE	
PHY 1038 Physics of Energy, Climate Change, Env	IE	
PSC 1121 Physical Science (PR)	PS	
A science course for which a Florida state core (◆) science course is a direct prerequisite: _____		
A second course for which a Florida state core (◆) science course is a direct prerequisite: _____		

**CHOOSE TWO ADDITIONAL COURSES FROM ANY FOUNDATION**

		Grade or score
_____		
_____		

UCF GEP pending annual review by UCF Board of Trustees and the Florida Board of Governors. Form based on 2025-2026 Undergraduate Catalog, available July 2025.

**Learning Outcomes**

- CM Communication
- CI Cultural Interactions
- PS Problem Solving
- IE Interpretation and Evaluation
- KA Knowledge Application

