



# Faculty Senate

## Faculty Senate

Agenda for meeting of Thursday, February 16, 2023, 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/97242063323?pwd=V3B6QUcybFU3cEdVZ29qeGM2ekVvUT09>

1. Call to Order
2. Roll Call via Qualtrics: [https://ucf.qualtrics.com/jfe/form/SV\\_6LJYSefoyHeAQqW](https://ucf.qualtrics.com/jfe/form/SV_6LJYSefoyHeAQqW)
3. Approval of Minutes of *January 19, 2023*
4. Recognition of Guests
5. Announcements and Report of the Senate Chair
6. Report of the President
7. Report of the Provost
8. Unfinished Business
9. New Business
  - a) Discussion of Bylaw Change Resolution 2022-2023-8 Instructional Designers Brought Forward by Ad Hoc Bylaws Committee and Approved by Steering Committee on February 2, 2023
  - b) Discussion of Bylaw Change Resolution 2022-2023-10 Parking, Transportation and Safety Committee Brought Forward by Parking Transportation and Safety Committee and Approved by Steering Committee on February 2, 2023
  - c) Discussion of Constitution Amendment Resolution 2022-2023-11 Student Success Committee Brought Forward by Ad Hoc Student Success Committee and Approved by Steering Committee on February 2, 2023
10. Committee Reports
  - a) Budget and Administrative Committee – *Keri Watson*
  - b) Information Technology Committee – *Glenn Martin*
  - c) Personnel Committee – *Karol Lucken*
  - d) Research Council – *Linda Walters*
  - e) Graduate Council – *Reid Oetjen*
  - f) Undergraduate Council – *Tina Chiarelli*
  - g) Ad Hoc Student Success Committee – *Tina Chiarelli*
  - h) Ad Hoc Civil Discourse Committee – *Stephen King*
11. Campus Climate Reports
  - a) Mental Health Resources for Faculty – *Samuel Ensenat, Benefits Coordinator; Cat Puckett, Assistant Vice President, Human Resources*
  - b) Student Success at UCF – *Paul Dosal, Senior Vice President for Student Success*
12. Other Business
13. Adjournment



# Faculty Senate

## Faculty Senate

Minutes for meeting of Thursday, January 19, 2023, 3:00-5:00 pm

Meeting recording available at:

[https://ucf.zoom.us/rec/share/gmfBZhXnLI967zp4otJIOX\\_MyNV7Wm8pedqSNPTpy-LHRuFEq2peuewkxx1EVgc1.yzeOHtm8UAWUgRmd?startTime=1674155683000](https://ucf.zoom.us/rec/share/gmfBZhXnLI967zp4otJIOX_MyNV7Wm8pedqSNPTpy-LHRuFEq2peuewkxx1EVgc1.yzeOHtm8UAWUgRmd?startTime=1674155683000)

Passcode: f%6q%PMR

1. Quorum reached and Call to Order at 3:00 p.m.
2. Roll Call via Qualtrics – Faculty Senate Chair Stephen King, Vice Chair Keri Watson, Secretary Kristine Shrauger and Past Chair Joseph Harrington were present. (See *meeting materials Attachment A for list of participants*)
3. Approval of Minutes of *December 1, 2022*
  - a) Minutes approved as presented
4. Recognition of Guests
  - a) Joe Adams, Senior Communications Director, Academic Affairs
  - b) Lyman Brodie, Associate Dean, College of Arts and Humanities
  - c) Alex Cole, Professor, College of Medicine
  - d) Lucretia Cooney, Director, Faculty Excellence
  - e) Lee Dotson, Librarian, University Libraries
  - f) Silvana Dushku, Program Director, UCF Global English Language Programs, UCF Global
  - g) Patty Farless, Senior Instructor, College of Arts and Humanities
  - h) Delia Garcia, Interim Assistant Dean, College of Arts and Humanities
  - i) Courtney Gilmartin, Director, UCF Communications
  - j) Makayla Gray, Reporter, NSM Today
  - k) Maureen Hawkins, Director, Student Success and Well-Being
  - l) Gerald Hector, Senior Vice President, Administration and Finance
  - m) Karen Hofmann, Director, Counseling and Psychological Services (CAPS)
  - n) Ryan Iocco, Director, Student Care Services
  - o) Jana Jasinski, Vice Provost, Faculty Excellence
  - p) Florian Jentsch, Professor, College of Sciences
  - q) Michael D. Johnson, Provost, Office of the Provost
  - r) Dana Juntunen, Interim Dean of Students, Student Success and Well Being
  - s) Eric Main, Associate Director, Faculty Center for Teaching and Learning
  - t) Xely Martinez, Vice President, Student Government Association
  - u) Jeffrey Moore, Dean, College of Arts and Humanities
  - v) Laura Stylianou, Assistant Director, Board Relations
5. [00:02] Announcements and Report of the Senate Chair – *Stephen King*



# Faculty Senate

- a) Chair King spoke about general faculty assembly, resolutions, VP for research search update, senate parliamentarian, post tenure review regulation update, and DEI/CRT information requests. For full report, please see attachment B.
6. [00:08] Report of the President and Report of the Provost – *Provost Michael D. Johnson*
  - a) Provost Johnson spoke about information requests, search for Vice President of Research, 40<sup>th</sup> anniversary for Institute for Simulation and Training, and Founders Day. See attachment C for full report.
  - b) Question and answer: Topics discussed were candidates for Vice President for Research, enrollment numbers, and diversity. For full discussion, please see Zoom recording.
7. [00:28] Unfinished Business - none
8. [00:28] New Business
  - a) Discussion and Vote of Constitutional Change Brought Forward by Ad Hoc Bylaws Committee and Approved by Steering Committee on August 25, 2022
    - i) Resolution 2022-2023-1 Constitutional Amendment: Constitutional Amendment Process
    - ii) Review of resolution process, motion made by Senator Self to approve resolution, discussion, vote taken, motion passed.
  - b) See attachment D for full resolution and Zoom recording for discussion details.
9. [00:41] Committee Reports
  - a) Budget and Administrative Committee – *Keri Watson*
  - b) Information Technology Committee – *Glenn Martin*
  - c) Personnel Committee – *Karol Lucken*
  - d) Research Council – *Linda Walters*
  - e) Graduate Council – *Reid Oetjen*
  - f) Undergraduate Council – *Tina Chiarelli*
  - g) Ad Hoc Student Success Committee – *Tina Chiarelli*
  - h) Ad Hoc Civil Discourse Committee – *Stephen King*
  - i) For full committee reports, see attachment D.
10. [00:49] Campus Climate Reports
  - a) Mental Health – *Dana Juntunen, Interim Dean of Students; Karen Hofmann, Director, Counseling and Psychological Services (CAPS); Ryan Iocco, Director, Student Care Services*
    - i) Please see attachment E for full report
  - b) Workday – *Gerald Hector, Senior Vice President for Administration and Finance*
  - c) Please see attachment F for full report



# Faculty Senate

11. [02:00] Other Business - none

12. Adjourned at 5:00 p.m.

Reviewed and submitted by:

*Kristine J. Shrauger*

*1/23/2023*

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Kristine Shrauger  
Secretary, Faculty Senate

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Date

Faculty Senate Meeting Attendance  
January 19, 2023

First Name:	Last Name:	College/Unit:	College/Unit:	Meeting Role:	Meeting Role:
James	Brown	CAH		Senator	
Lynn	Casmier-Paz	CAH		Senator	
Brandy	Dieterle	CAH		Senator	
Esmeralda	Duarte	CAH		Senator	
Scot	French	CAH		Senator	
Barbara	Gannon	CAH		Senator	
Tremon	Kizer	CAH		Senator	
Sandra	Sousa	CAH		Senator	
Kristina	Tollefson	CAH		Senator	
Peter	Weishar	CAH		Senator	
Jim	Gallo	CBA		Senator	
Vladimir	Gatchev	CBA		Senator	
Eric	Schmidbauer	CBA		Senator	
Axel	Stock	CBA		Senator	
Shannon	Taylor	CBA		Senator	
Bobby	Hoffman	CCIE		Senator	
Gulnora	Hundley	CCIE		Senator	
Karol	Lucken	CCIE		Senator	
Lisa	Martino	CCIE		Senator	
Sara	Michael Luna	CCIE		Senator	
Danny	Seigler	CCIE		Senator	
Larry	Walker	CCIE		Senator	
Ladislau	Boloni	CECS		Senator	
Dennis	Filler	CECS		Senator	
Hansen	Mansy	CECS		Senator	
Marino	Nader	CECS		Senator	
Sumanta	Pattanaik	CECS		Senator	
Tian	Tian	CECS		Senator	
Joseph	Kider	CGS		Senator	
Glenn	Martin	CGS		Senator	
Ali	Amirkhosravi	CHPS		Senator	
Martine	Vanryckeghem	CHPS		Senator	
Adam	Wells	CHPS		Senator	
Asli	Yalim	CHPS		Senator	
Tina	Chiarelli	COM		Senator	
Nadine	Dexter	COM		Senator	
Stephen	Lambert	COM		Senator	
Bill	Self	COM		Senator	
Leslee	D'Amato-Kubiet	CON		Senator	
Frank	Guido-Sanz	CON		Senator	
Scott	Branting	COS		Senator	
Alison	Cares	COS		Senator	
Steven	Collins	COS		Senator	
Michelle	Dusseau	COS		Senator	
Andrew	Frazer	COS		Senator	
Martha	Hubertz	COS		Senator	

Faculty Senate Meeting Attendance  
January 19, 2023

Brigitte	Kovacevich	COS		Senator	
Stephen	Kuebler	COS		Senator	
Tamra	Legron-Rodriguez	COS		Senator	
Daniel	Marien	COS		Senator	
Piotr	Mikusinski	COS		Senator	
Nizam	Uddin	COS		Senator	
Widaad	Zaman	COS		Senator	
Axel	Schulzgen	CREOL		Senator	
Carissa	Baker	RCHM		Senator	
Jonathan	Judy	RCHM		Senator	
Kristine	Shrauger	UL		Senator	
Mason	Cash	CAH		Steering	
Keri	Watson	CAH		Steering	
Reid	Oetjen	CCIE		Steering	
Jeff	Kauffman	CECS		Steering	
Mike	Proctor	CECS		Steering	
Joseph	Harrington	COS		Steering	
Linda	Walters	COS		Steering	
Kelly	Semrad	RCHM		Steering	
Missy	Murphey	UL		Steering	
Xelayris	Martinez Ortiz			Guest	SGA VP
Lyman	Brodie	CAH		Guest	Associate Dean Interim Assistant Dean
Delia M.	Garcia	CAH		Guest	Dean
Lucretia	Cooney	Other	Faculty Excellence	Guest	Director
					Program Director, UCF Global English Language Programs
Silvana	Dushku	Other	UCF Global	Guest	
Eric	Main	Other	FCTL	Guest	Associate Director
Lee	Dotson	UL		Guest	Librarian
Jeff	Moore	CAH		Guest:	Dean
Jana	Jasinski	Other	Faculty Excellence	Guest:	Vice Provost

Faculty Senate Chair Report  
Faculty Senate Meeting  
January 19, 2023

Welcome back everyone to our first senate meeting of 2023!  
It is great to see so many people here in person.

Many of us just came from an attempt to have a general faculty meeting in order to vote upon an amendment to the UCF faculty constitution. Thank you to those that came.

We did not reach the required quorum to officially call that meeting to order.

And because of that, we will take the next step to follow the current constitution process, and we will consider that exact constitutional amendment as our first order of business on the agenda today. If we approve the constitutional amendment, we will go from the current process (*which was started in August! and still has additional steps*) to an amended process where the entire process to amend the constitution takes about 2 months. This will help the faculty be more nimble in the face of future challenges that face UCF faculty.

Ok, time for my standard **reminders on Resolutions:**

Bylaws resolutions: to steering by February 2<sup>nd</sup> meeting

Non-Bylaw resolutions: to steering by March 9<sup>th</sup> steering meeting

**Quick update 1: Search for a Vice President for Research and Innovation.** Four candidates for this senior administrative position have now visited over the past 7 days, with the fourth candidate finishing up their visit tomorrow. I hope you were all able to attend the open forums that were held for each candidate, and to learn more about each of them.

Please submit your feedback on the four candidates by Monday the 23<sup>rd</sup>. The various emails we have had with the open forum information also have a link you can use to help make sure our faculty voice in this process is heard.

**Quick Update 2: Senate Parliamentarian.** We passed resolution 2022-2023-6, which clarified the role the senate parliamentarian can have in senate meetings. I am happy to share that Linda Walters, a long-time senator and Pegasus Professor in the Department of Biology has agreed to be Parliamentarian for the faculty senate for this senate year. Thank you, Linda, for taking on this additional task.

Let's all please give her a round of applause for agreeing to fill this position. I sincerely hope we do not have the need to call upon you often.

**I want to give a longer update** on the post-tenure review regulation that the BOG proposed in the fall of last year. As you remember, we debated and approved a resolution (2022-2023-7) where we opposed the current draft Regulation and requested that the BOG work closely with faculty across the SUS to develop a new and better and more meaningful post tenure review regulation.

The resolution passed here at UCF, along with parallel resolutions from all the other SUS universities, and the individual comments that faculty across the SUS system were provided as feedback for the BOG to consider. Overall: I do believe we broke a record for the number of comments on a draft proposed BOG Regulation.

I want to share some of the actions taken by the single faculty member on the Board of Governors, Deanna Michael. Deanna is the past president of the Faculty Senate at USF (in Tampa) and is the elected chair of the ACFS (which is the Advisory Council for Faculty Senates). Last week, Deanna presented the resolutions from all the SUS Universities to the Chancellor of the SUS, Ray Rodrigues. As a product of our collective faculty feedback and Deanna's meetings and hard work, it appears that the BOG no longer has the post tenure review regulation on the agenda for their meeting next week January 24<sup>th</sup> and 25<sup>th</sup>.

Furthermore, the Chancellor has requested information from the ACFS about faculty input into the post-tenure review regulation. If this Regulation is not discussed and considered at next week's meeting, the soonest the BOG could take further action on this regulation would be at the March 28<sup>th</sup> and 29<sup>th</sup> BOG meeting in Tallahassee.

I want to thank all the faculty here for their individual feedback and our collective resolution. **It clearly made a difference!**

I will keep all of you informed as to next steps and what feedback the ACFS is able to provide on this topic.

**My last update** concerns two sets of actions regarding CRT and DEI initiatives that have made the news across the state of Florida and here at UCF.

On Dec 28<sup>th</sup>, the Governor's office requested 4 items relating to DEI and CRT, due January 13<sup>th</sup>. I want to be clear that these items were requested from all SUS Universities, not just UCF. The information included DEI and CRT information and was relayed through SUS Chancellor Ray Rodrigues. I believe all that information was relayed as requested.

More recently, the Florida legislature requested 16 items, due February 13<sup>th</sup>, that also target DEI initiatives. The request includes variety of information relating to DEI positions, particular communications, and budgetary information.

In the absence of clear rationale for these recent targeted information requests, I believe these actions send a chilling statement to our faculty, our students, and our university about academic freedom and the nature of free expression on campus.

Our understanding of what exactly is being requested appears to be a fluid situation, and I am interested in hearing the latest about this topic from Provost Johnson.



I will end by saying this: **I will stay vigilant** on this topic and I will update the senate as information comes our way.  
Thank you, that ends my report.

# Faculty Senate Provost Update

Thursday, January 19, 2023, 3 p.m. to 5 p.m.

Student Union, Charge On Room, 340

## State requests for information

- As you have heard, we are getting requests for information about our DEI activities. I for one believe that this is among many things that we do well at UCF.
- Our DEI efforts seek to support students, faculty, and staff from all backgrounds with programs for veterans, first-generation students, students from various religious backgrounds or underrepresented groups and others.
- The same offices work on civil discourse and other activities requested of us by the state.
- So I am not distressed to share information about what I believe is good work.
- We don't know how the information will be used. In the absence of that knowledge, many worry.
- Of course, not everyone supports this work, neither outside the university or inside.
- But I am happy to explain what we do whenever the opportunity arises. At this point we have been required to provide information, not explain what we do and why we do when the opportunity arises. At this point we've been required to provide information and not to explain why we do what we do. I hope that time comes. asked to provide information I hope that time will come. We are doing work that we believe is important and do not feel sheepish about reporting it.
  
- The provost said there have been two requests for colleges and universities to provide information about funding used to support efforts involving DEI and critical-race theory.
  - Request focused on spending for DEI offices and personnel – what we spend and numbers of FTE, sources of fund, but not employee names
  - We identified the central office plus offices in College of Medicine and the College of Engineering and Computer Science, plus some part-time work in a unit in the College of Sciences.
  - In the academic area, we weren't originally clear on what they were looking for, but we got clarification and in the end it turned out that we needed to list DEI-oriented courses that were among those that satisfy the undergraduate diversity requirement.
  - No faculty names were requested here either.
  
- The Board of Governors' staff compiled the information from all the universities and sent it to the governor's office. Various news outlets requested the list and are reporting on it.
  
- The university presidents have now also received a second, more wide-ranging request from the speaker of the Florida House.
  - This request asks for similar information, such as whether we have a DEI office and the money we spend on it, from the beginning of 2021 through last week.
- They also asked – and this is different – for details about faculty DEI committees and the documents those committees produced, such as recommendations, proposals and minutes. Some of this will be easy; other parts of the request will be harder – some emails and other communications, for instance.
- We are still figuring out all that is required.
- We'll be working with deans and other leaders to gather this information.
- Again, we do not know how this information will be used ...
- The provost said UCF just received a third request for information about trans-gender services. We do not know how this will be used.

- What we do know is that these requests for information, along with HB 7, the law permitting recording of lectures, and the new post-tenure review law, stack up to be worrisome to many faculty members, here and across the state ...
- The provost said he doesn't think that so far these actions have limited our ability to do our work or have prohibited teaching or scholarship.
- He said, for example, in his view HB 7 forbids acts that he doesn't believe faculty at UCF faculty do. The law tells us not to indoctrinate, something he said he does not believe our faculty do. They teach effectively and objectively about sensitive and controversial subjects, as they should.
- Nonetheless, he said he understood very well that this set of activities causes anxiety for many faculty, students and others and for many has a chilling effect.
- The provost said it is his hope that we will be able to work through this difficult moment for the universities.
- He said he is very proud of the work of our faculty do – studying challenging and controversial subjects, and teaching the evidence, methods, theories, and conclusions of their disciplines, in a professional and forthright manner.
- Thus far, he said there has been more fear and discouragement than actual direct harm.
- He reiterated that UCF was confident in the work it does and hopes that is recognized in moving forward.

#### **Vice President for Research and Innovation update**

- The last of campus forums for four finalists concluded today. A decision expected soon.
  - (FYI for you: No availability on replaying the forums)
- The provost encouraged faculty to provide their feedback on the candidates.
- This is a critical hire for the university and a very critical position.

#### **Closing**

- Tonight we will celebrate the 40th anniversary of the Institute for Modeling and Simulation and our outstanding research and graduate degree programs associated with it.
  - UCF offered the nation's first master's degree in modeling and simulation, and one of the first PhDs.
  - And IST's research and program's graduates have long been a force in advancing what has become a \$7 billion MST industry centered in the Research Park.
  - This work continues expanding into many areas, defense, medicine, aerospace, tourism and more, and into new paradigms including digital twin.
- Founders' Day will be Wednesday afternoon, April 5, in the Pegasus Ballroom where we will celebrate the very best among our faculty; I hope all of you will come.
- This concluded the provost's report and was followed by questions.

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.

# UCF Counseling and Psychological Services (CAPS) & Student Care Services (SCS)

Dana Juntunen  
Interim Dean of Students

Dr. Karen R. Hofmann  
Director of CAPS

Ryan Iocco  
Director of SCS

# WHO?

## Student Care Services

- Functions under Dean of Students
- Central receiving unit to connect the dots when a student begins populating in multiple places on campus
  - Student of concern referrals come from faculty, staff, police, peers, self, family or community members
- Goals:
  - Intervene before student reaches crisis level
  - Help prevent students from “falling through the cracks”



# WHEN?



## Common Types of Referrals from Faculty

- Excessive absence / tardiness
- Not turning in assignments
- Inappropriate responses
- Difficulty concentrating
- Disconnection from classmates
- Avoiding or dominating discussions
- References to suicide or harm to others in verbal statements or writing
- Adjustment issues
- Disruptive classroom behavior
- Substance use/abuse
- Isolation
- Financial issues
- *Student expressed via email that she has been struggling with some mental health challenges this semester; and that specifically she has had difficulty "keeping track of all of my coursework, due to family issues and a hectic work schedule. She is an online student, so I don't see her regularly. She reached out because her grade had dropped very low and she had missed some recent due dates. I did recommend via email that Callista could reach out to student care services via: <https://cares.sdes.ucf.edu>*
- *Student has missed several classes over the semester and failed to respond to emails from me. He indicated having issues with financial aid. I expressed my concern over his grades at least twice during the semester. He shared that he is on academic probation for a low GPA. I'm not sure what is really going on, but I do have concerns about his ability to complete the semester and his degree in general. He seems like a very kind student, but I'm not sure if there might be something else going on.*

# HOW?

## Referring Students in Distress to Student Care Services

If you become aware of a student experiencing challenges or difficulties who needs wrap around support:

- **STUDENT CARE SERVICES** at **407-UCF-5607**  
Ferrell Commons, rm. 196
- File a **STUDENT OF CONCERN REPORT** at <http://scs.sdes.ucf.edu/concern>

*Always call 911 in a life-threatening emergency or if the situation presents an immediate danger.*







Faculty Tools is a collection of tools & resources to make the online teaching experience great for you and your students.

Jump to section:

[Course Tools](#)

[Assignment Editor Tools](#)

[Rich Content Editor Tools](#)

[Students of Concern Resources](#)

**Step 1:** Click on "Faculty Tools" tab on the left hand navigation center.

**Step 2:** Click on "Students of Concern Resources" and see the below menu

## Students of Concern Resources

As a faculty member who sees your students regularly, you are in a unique position to detect behavioral changes, increased stress levels or academic deterioration that can signal a serious problem. Students value faculty and staff opinions. You are not expected to take on the role of counselor or investigator, but don't underestimate your ability to share helpful information with your students about the resources available at UCF, especially if a student approaches you for help.

FROM  
**CARING**  
COMES  
**COURAGE**



**Let's  
be UCF  
clear.**

### STUDENT OF CONCERN REFERRALS

The Student of Concern Process allows faculty to report concerning behavior exhibited by a student. If you are aware that a student is experiencing challenges or difficulties that concern you, please report the concern using the Student of Concern Form.

[Learn more...](#)

WHAT YOU CAN DO:

[Report a Concern](#)

### STUDENT CONDUCT INCIDENT REPORTING

The Office of Student Conduct (OSC) responds to complaints against UCF students and student groups when there is a possible violation of one or more of the Rules of Conduct. Instructors should also document any alleged violation of student academic behavior standards by identifying the alleged misconduct violations and proposing course sanctions.

[Learn more...](#)

WHAT YOU CAN DO:

[Report Incident](#)

[Report Academic Misconduct](#)

### LET'S BE CLEAR (TITLE IX REPORTING)

UCF does not tolerate sex discrimination, sexual harassment or sexual violence of any kind. UCF faculty are obligated to report incidents of sexual harassment or sexual violence, under Title IX law.

[Learn more...](#)

WHAT YOU CAN DO:

[Report Title IX Incident](#)

# WHAT?

What happens once a Student of Concern report is submitted?

*From  
Resources to  
Resiliency.*

## **Non-Clinical Care Management:**

- Care Coordinators assess information to determine appropriate response (May reach out to reporter to ask follow-up questions and gather additional information)
- Work with campus partners (UCFPD, Academic Services, Victim Services, Counseling and Psychological Services, Housing, etc.)
- Reach out to student for appointment
- Develop an action plan for student and connect student with wrap-around support and appropriate campus and/or community resources
- Monitor student's progress
- Elevate as needed to University Response Team(s)
- Class Absence Notice

# Counseling and Psychological Services (CAPS)



# TRENDS

## COLLEGIATE MENTAL HEALTH

- Top presenting issues: anxiety, depression, stress and relational/ family issues still top concerns
- 32% of UCF CAPS clients indicated at (intake) seriously considering suicide
- 10% of UCF CAPS clients have made at least 1 suicide attempt
- Telehealth is a part of how we provide services
  - 66% of clients prefer in person
  - 34% of client are telehealth
- Think of CAPS/ counseling as a continuum of care (only one department in wrap around services).



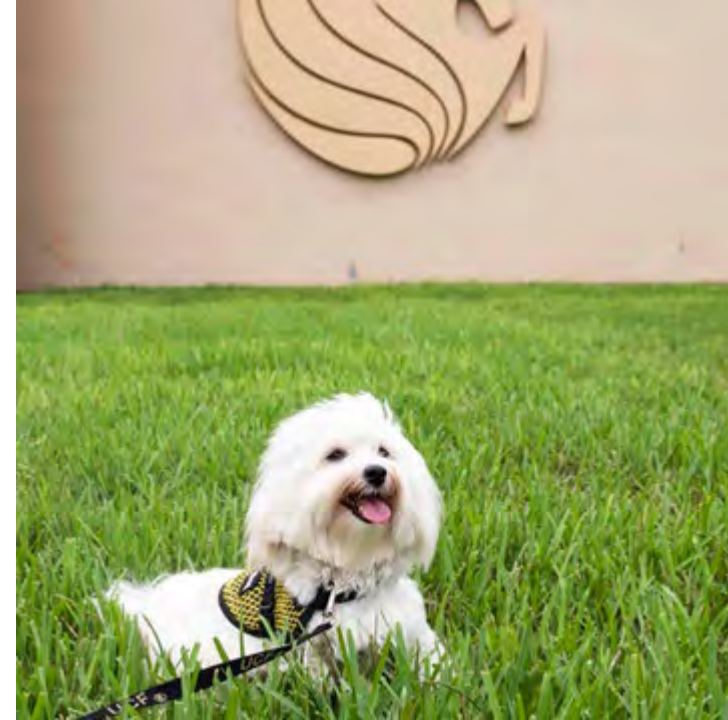
UCF

# WHAT?

## CAPS Services

**Primary mental health agency for UCF students** -free to all enrolled UCF students who pay health fee.

- Initial Assessments (& Single sessions)
- Brief Individual Therapy (avg. 4-6 sessions)
- Group Therapy Programs (30-40 groups a semester)
- Crisis Intervention/ Management and Care Management Services
- Consultation Services with faculty, staff, students and parents.
- Educational Presentations and Workshops
- Prevention Services through Outreach Engagement
  - Signature Events, Healing Art Exhibit, PAWS Events, Field of Memories
- Social media impact and Staff Liaisons to student groups
- Referral Services



# HOW?

## Access to Counseling

Access to CAPS services is a priority.

- Scheduling online or by phone **407-UCF-2811**
- Same day walk-in service or schedule appointments at convenience
- In-person or Tele-mental health services (hybrid)
- After-Hours Crisis Line (24/ 7 access to a therapist)
- **Web based Mental Health Resources on CAPS website:**
  - **TAO:** an interactive web-based treatment for anxiety, depression and other concerns.
  - **Togetherall:** a free online peer-to-peer platform focused on mental health, offering a safe space to connect with others experiencing similar feelings.
  - **Kognito:** is a set of role-play, avatar modules to educate faculty, staff, and students about mental health and suicide prevention through an online tool that allows users to enter a virtual environment and engage in role-play conversations with emotionally-responsive virtual humans.
  - **Online Mental Health Screener**



UCF

# *Myths*

## Dispelled and Limitations Discussed



- Although everyone is entitled to an initial assessment and recommendations, not everyone is appropriate for brief therapy and may need a higher level of care
- Partnership with Student Health Services Psychiatry
- Student can always walk in anytime of the day, and they will be seen same day (8:30 to 5:00pm)
- CAPS is accessible, but individual therapist may not be
- Individual therapy is every other week, Group is weekly
- Treatment length is determined and impacted by when a student accesses services (early vs. late in the semester)
- Afterhours crisis/help line is available to all students (with a therapist)
- CAPS and Student Care Services are different departments with different roles (CAPS confidentiality and voluntary).

# CONNECT

Getting students to reach out to CAPS



Connect with **CAPS**  
through our **social media sites**



Counseling and  
Psychological Services



@UCFCAPS



UCFCAPS



UCF Counseling Center



togetherall



**AFTERHOURS Crisis HOTLINE**  
**(407) 823-2811 #5**



UCF



Questions?





# Workday and “One UCF”

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Presented By:

Gerald L. Hector, CPA (SVP for Administration and Finance)

## OUR MISSION

**UCF** is a public research university invested in **unleashing the potential** within every individual, **enriching the human experience** through inclusion, discovery and innovation, and **propelling broad-based prosperity** for the many communities we serve.

# CONTENTS

---

- 1 Overview
- 2 The Main Tenets
- 3 Status of Commitments to Campus
- 4 Where We Are Heading
- 5 Questions and Answers

---

# MAXIM #1

“If you are walking past a post, and see a frog on top of it, you can best believe it did not get there by itself” – Author Unknown

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# OVERVIEW

“Making changes at a higher education institution is like trying to turn the Titanic with oars.” – Author Unknown

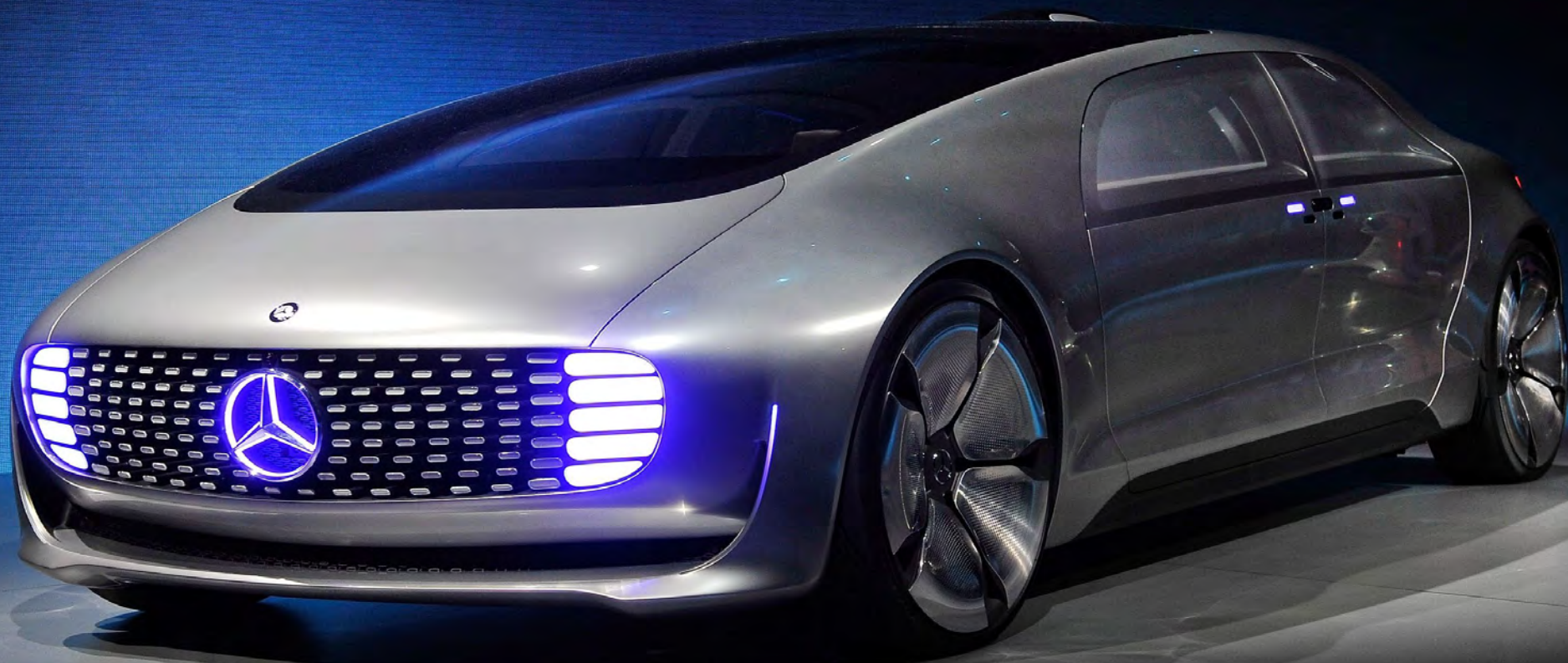


A size comparison between the Titanic and a modern cruise ship.



**Thank  
You!!!**





---

# MAXIM #2

“Teamwork makes the Dream work.” – Author  
Unknown

# The Main Tenets

TENET	OUTCOMES
Pay Our People.	Payroll accuracy remains at its highest levels and knowledge transfer continues. Although we have met this target, there is still training and upskilling (in some instances) that must take place within both Center of Excellence and the Business Service Centers. Workday specific training will be ongoing. We have maintained a close to perfect payroll record, but it is coming at a cost to personnel working hours that are not sustainable.
Pay Our Bills	Our bill paying frequency has improved significantly since “go live’ despite the learning curve, and other factors around security roles and transaction routing. Daily we are learning new ways to accelerate this even further. Continued refinement is needed with the intersection between the Business Centers and kNEXT. Ongoing training and dialogue will remain in place for the foreseeable future.
Close Our Books	For the first time in the university’s history all thirteen colleges, auxiliaries, and Direct Support Organizations are all within the same ERP system. We can close our books, but refinement is needed because now we must have “One UCF” closings with the DSOs leading the way.
Hire Our People	From an initial backlog due to a change in our background check vendor and clarity around Faculty hiring at “go live” our backlogs on hirings are now more manageable. We still have work to do in terms of the time to hire as it pertains to compensation reviews, but that will require more staffing
Four Tenets in Context	We are six months into the first major transformation of the university’s financial and administrative systems in a quarter of a century. We accomplished this on a truncated timeline, and we are within the norms that our peers who had longer lead times accomplished. That is a testimony to the people who continue to work at UCF, and who can see the future and efficiencies that we will garner over time.

# Metrics



Since launching the screening process on November 1, 2021, we have screened over 670 applicants.



Only one applicant has been denied employment. Before denying employment to that applicant, we attempted to work with the applicant several times to resolve the issue.



At this time, the screening process takes an average of 30 days.

# Bank Statement Reconciliation Dashboard

## Bank Statement Reconciliation

Bank Statement Reconciliation

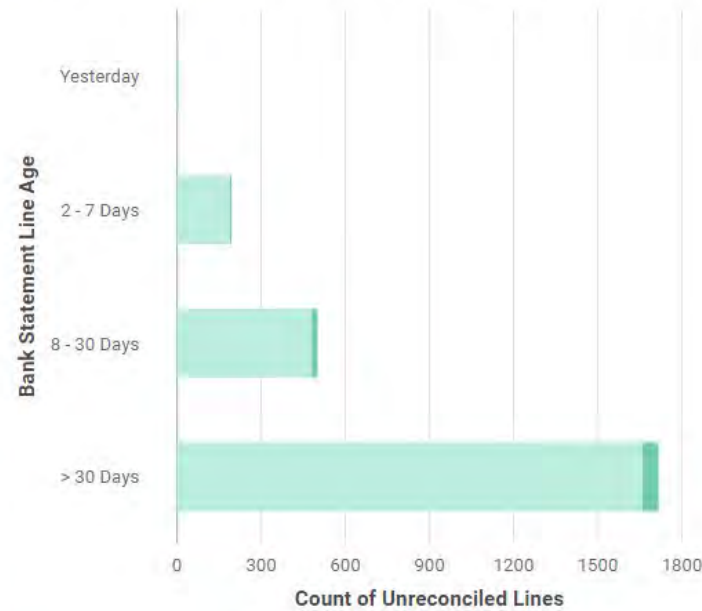
### Auto Reconciliation Trending



■ General Operating Controlled Disbursements Account 7305  
■ BofA UCF General Operating 9634

Hit Rate 77.0%

### Unreconciled Bank Statement Lines by Age



■ BofA UCF General Operating 9634  
■ General Operating Controlled Disbursements Account 7305

[View More ...](#)

### Reconciliation Status by Month



■ Autoreconciled  
■ Unreconciled  
■ Manually Reconciled

Count 6,281

# Punchout Cycle Times

	<b># of Reqs</b>	<b>Avg Time to Approve</b>
<b>FYTD</b>	<b>5,962</b>	<b>2.02</b>
July	621	3.37
Aug	1,186	2.39
Sept	1,080	2.07
Oct	1,154	1.55
Nov	978	1.76
Dec	601	1.90
Jan	342	0.62

---

# MAXIM #3

“The issues are hiding in plain sight” – Optimus Prime from the Transformers

# Status of Commitments to Campus

COMMITMENT	STATUS
Restriction of \$1,000 on expense card was too restrictive and hampers our ability to function effectively.	The \$1,000 threshold has been removed and transactions are free flowing. The need is still there to track “Attractive Assets” to comply with state law. A manual process is being worked on at this time until an automated approach can be revisited. With the \$1,000 restriction for Attractive Assets the university was able to track all such purchases automatically. We will continue to work with the campus on ways to get us closer to a paperless process.
Asset Build is not yet ready and is hampering our ability to get this done for grants.	Asset build within Workday is completed and will eliminate the manual Excel spreadsheets and the duplication of effort from the prior system. Asset build in Workday is fully automated and has been through the testing phase and placed in production. Training of faculty, and Business Center staff is necessary. Updates will continue
Faculty having to change OPS employees time before submitting for payroll.	Gave the OPS employees the ability to change their timesheets before faculty and other supervisors must sign off. It is a risk reward strategy because it causes a manual fix if an error is caught after payroll has been distributed. The instances thus far are minimal. We continue to search for a happy medium.
Punchout deliveries going to the wrong addresses on campus.	Procurement team worked tirelessly to synthesize all possible variations to addresses at the university because of not having central storage. Working with Accenture and Workday they were able to come up with a naming scheme such that this was corrected. Their efforts are now being shared with other R1 institutions that had similar problems. We continue to monitor this key matter for anomalies.
Punchout is not working. It takes too long to process transactions.	We have made significant improvements in cycle times; however, there are still some issues with routing for approvals. We explored the possibility of looking at a threshold of \$1,000 for transactions to go through without approvals. Currently the data does not support a change, but training is a factor that we will continue to provide. We will continue to collaborate and learn from faculty and staff experiences.



# Status of Commitments to Campus

COMMITMENT	STATUS
Faculty do not want to be in Workday. Some have not even logged into the system.	We are exploring the possibility of having “Delegations” be our norm. That way we can remove faculty from transactions. During our discussions and research, some faculty are comfortable with Workday and would like to have their autonomy to do their work. We will continue to work on an amicable solution because our Business Centers and Budget Directors must weigh in for their individual colleges, and we need to finalize a set of Standard Operating Procedures that is repeatable and auditable.
The research dashboard is not user friendly, and it does not contain information that we had on Paris.	We have created a formal dashboard with many of the elements of the former Paris system. We will continue to work to refine the report and its capabilities as we learn more about extracting data to the dashboard. We also hear about the drill down capabilities that Paris had. That is on our radar as well and work is currently ongoing. We also know that Paris was refined over several years. We want to get there faster. Our implementation partners are working with us on this effort.
Cost Share accounts are not set up for my grants.	We had robust discussions about Cost Share accounts and how they will be utilized going forward. Those discussions revealed that we need some assistance from our research faculty because we are not consistent across grants in how we define and utilize cost share, effort certification and charging grants during an academic year. Some new policies, practices and procedures need to be drafted.
The “send backs” of transactions are frustrating.	We are working on two fronts to try to resolve this. First are conversations with Workday and our implementation partners. Second (which is the one we can control) is more robust training of the Business Center and other groups. That work is ongoing.
Reporting out of Workday	We are working with the IKM team where report writing resides on how we can get training for individuals who would like to run reports other than the “canned” reports that are already created. We have also added the Knight Vision lead to assist the IKM group to assist with getting clarity on reporting needs and to assist with their generation for strategic business strategies

---

# MAXIM #4

“The issues are hiding in plain sight” – Optimus Prime from the Transformers

# Where We Are Heading

GOAL	OUTCOME
Monthly Soft Closing of Books for all colleges, units, and Director Support Organization	We will close the books of all financial entities of the university on a monthly basis. This will include monthly journal entries, reconciliation of accounts and ledgers, and the preparation of budget to actual variance analyses by the colors of money from our All Funds/RCM budget process. Each college, unit and DSO will be expected to perform these tasks.
Monthly preparation of budget versus actual reports with narratives for distribution to the Board of Trustees	Each college, unit or DSO will complete their variance analysis (compared to budget and the prior year) based on the monthly soft closing to produce management reports for senior leaders and the Board of Trustees. Packets will include variance analysis narratives, and where possible budget and cash flow projections through the end of the fiscal year as of the end of a month.
Completion of Integrations and other tasks	We will continue to work with Information Technology on integrations and their completion for us to move to automation and other improvements in business processes. The items that were moved to post “go live” because of timing and vendor preparation will continue (e.g. EBuilder).
Research Administration	We will work with the Provost, Budget Directors and the Office of Research to finalize changes to policies, practices and procedures to match the functionality of Workday. We will also complete the needs that surround dashboard reporting, and other administrative improvements noted by Accenture and Huron.
Campus Updates	Campus updates will be folded into a communication strategy to include Dollars & \$ense, small group meetings with faculty and staff, and other communication channels that Budget Directors, Deans and Vice Presidents will have input. Information saturation for the campus is the goal.

# Where We Are Heading

GOAL	OUTCOME
We will not have any audit findings for our FY 2023 Audit and beyond	Our financial and operational audits will not have any findings. Typically, with any system conversion of this magnitude, audit findings are noted because of getting up to speed with account reconciliations, internal control documentation and process alignment. We have assessed where we are over the first two quarters. The third quarter will see a strong focus on ensuring all aspects of our operations are good.
All Board of Governors and other external financial reports will be produced on time and accurately	In addition to our annual audit reports, external financial reports to agencies and other entities (e.g., EMMA) will be completed based on the required deadlines.
Compliance matters with the IRS and other Human Resources reporting will be accurate and timely	All monthly, quarterly and annual reports that are required from Human Resources will be completed timely and accurately, that includes time spent interacting with colleges and units. We are in full compliance at this time and this goal will be monitored almost daily.
Service Center Effectiveness	Metrics around transaction processing and time to hire timeliness will become a part of monthly, quarterly and annual reviews for the foreseeable future. Tweaks will be made where necessary to ensure that continuous improvement and customer service to the campus are always top of mind.
Streamlining Procure to Pay (to include Cobblestone)	Strategic Sourcing as a procurement ethos will be researched and started in FY2023. This move will dovetail with the work that has already started with the revamping of the ownership and accountability of contract management to match our delegated authority policy passed by our Board of Trustees.





“We remain committed to unleashing potential in people, organizations, ideas, and the communities we serve. That charge inspires us and illuminates fantastic possibilities ahead.”

---

*Dr. Alexander N. Cartwright*  
*UCF President*

# HIGHER EDUCATION REFORM

Governor DeSantis is proposing legislation that will refocus Florida's public colleges and universities on preparing students to be contributing members of society, and **BRING MORE ACCOUNTABILITY TO THE HIGHER EDUCATION SYSTEM.**



## EDUCATION NOT INDOCTRINATION

Governor DeSantis' proposal will specify standards and content for general education core course requirements to ensure higher education is rooted in the values of liberty and the western tradition.

### REQUIRES

any general education course be based on providing a strong educational foundation, and not promote ideological indoctrination.

### REQUIRES

institutions to prioritize graduating students with degrees that lead to high-wage jobs, not degrees designed to further a political agenda.

### PROHIBITS

institutions from using political filters like DEI statements in hiring practices.

### PROHIBITS

public institutions from supporting campus activities or programs that promote divisive concepts like DEI and CRT.

## EMPOWERING BOARDS AND PRESIDENTS

**GIVES** university Boards of Trustees and presidents the power to call a post-tenure review at any time.

**EMPOWERS** university presidents to make the best hiring decisions by reestablishing their authority over the hiring process.

**CURRENTLY** faculty committees can tie the hands of university presidents and bind them to only consider a small pool of recommended candidates.

**AMENDS** standards for preeminent state research universities to require annual research expenditures of at least \$50 million for STEM related programs, businesses or industry partners that will employ Floridians.

## GOVERNOR DESANTIS' 2023-2024 BUDGET RECOMMENDATIONS INCLUDE

**\$15 MILLION** for faculty and student recruitment at the New College of Florida. Includes \$10 million recurring annually.

**\$100 MILLION** for the recruitment and retention of highly qualified faculty at state universities.

## DEVELOPING WORLD-CLASS CIVICS INSTITUTES AT UNIVERSITIES

Governor DeSantis' proposal includes refocusing three Florida institutes on developing courses and curriculum that can be used to educate the next generation on the values of liberty and constitutionalism.

The Hamilton Center at the University of Florida will become the Hamilton College by 2024, and will develop nation-leading programs and curriculum on civil discourse.

The Adam Smith Center at FIU will be empowered to hire its own staff and faculty, and develop courses and curriculum to be used in Florida schools.

The Florida Institute of Politics at FSU will be overhauled to focus on developing tools for educators to use in K-12 settings that teach about individual rights and democracy.

## BUILDING ON 2022 LEGISLATION

Last year, Governor DeSantis signed Senate Bill 7044 to reform the higher education system by:

- ✓ Dismantling the monopoly accreditation agencies had on the entire higher education system.
- ✓ Bringing accountability to tenured faculty with regular performance reviews occurring every 5 years.
- ✓ Ensuring a seamless transition for students going from a state college to a university.

A stylized signature of Governor Ron DeSantis in white ink on a dark blue background.

1 Resolution 2022-2023-8  
2 Faculty Bylaw Change,  
3 Instructional Designers and the Division of Digital Learning  
4

5 **Whereas**, Instructional Designers are integral to each college and most departments  
6 and participate to some degree in teaching, research, and service; and

7 **Whereas**, Instructional Designers meet the faculty characteristics described in the  
8 Bylaws Section 1. B.; and

9 **Whereas**, the ranks of Assistant, Associate, and Senior Instructional Designer were  
10 created in 2016 in order to more properly align with existing faculty ranks and promotion  
11 pathways at the university;

12 **Whereas**, the Senate has previously amended the Bylaws to add Instructional  
13 Designers to the following Senate committees: Faculty Center for Teaching and  
14 Learning Advisory Committee, Library Advisory Committee, Strategic Planning Council,  
15 Bookstore Advisory Committee, and the Information Technology Committee, and

16 **Whereas**, Instructional Designers are in the Division of Digital Learning and a part of  
17 Academic Affairs, reporting to a vice provost who reports to the provost; and

18 **Whereas**, the UCF Faculty Constitution Article II. A. states that “In establishing  
19 representation, the Faculty Senate may determine that a unit be represented that is not  
20 a recognized college; and

21  
22 **Whereas**, the Faculty Senate would benefit from the addition of Instructional Designers  
23 within the Division of Digital Learning to the senate membership and to the Senate  
24 operational and joint committees; therefore

25  
26 **Be It Resolved** that the Bylaws Section I.A be amended to add the academic titles of  
27 Senior Instructional Designer, Associate Instructional Designer, and Assistant  
28 Instructional Designer; and

29 **Be It Further Resolved** that the Bylaws Section I.A be amended by adding the  
30 following statement at the end of the section: The Division of Digital Learning shall be  
31 considered an academic unit for the purposes of representation within the senate.



## Resolution: Instructional Designers and the Division of Digital Learning

### SECTION I.

#### Definition of Faculty

##### A. Titles

###### CURRENT:

###### A. Titles

Persons employed full-time by the University of Central Florida during the regular academic year are members of the general faculty if they hold one of the following academic titles:

1. Professor, Associate Professor, or Assistant Professor (including faculty with clinical or research appointments).
2. University Librarian, Associate University Librarian, or Assistant University Librarian (professional librarians of comparable rank to those listed in *Bylaws*, Section I.A.1).
3. Senior Lecturer, Associate Lecturer, or Lecturer.
4. Senior Instructor, Associate Instructor, Instructor, or Instructor Librarian.

University employees who hold these academic titles are considered members of the general faculty unless their appointing academic unit certifies their primary assignment to be in administrative support areas of the university instead of in direct pursuit of teaching, research and academic service missions of the university. In advance of Senate elections, the Office of the Faculty Senate will verify with each academic unit the list of faculty who are to be counted toward Senate apportionment.

###### PROPOSED:

###### A. Titles

Persons employed full-time by the University of Central Florida during the regular academic year are members of the general faculty if they hold one of the following academic titles:

1. Professor, Associate Professor, or Assistant Professor (including faculty with clinical or research appointments).
2. University Librarian, Associate University Librarian, or Assistant University Librarian (professional librarians of comparable rank to those listed in *Bylaws*, Section I.A.1).
3. Senior Lecturer, Associate Lecturer, or Lecturer.
4. Senior Instructor, Associate Instructor, Instructor, or Instructor Librarian.

**5. Senior Instructional Designer, Associate Instructional Designer, or Assistant Instructional Designer.**

University employees who hold these academic titles are considered members of the general faculty unless their appointing academic unit certifies their primary assignment to be in administrative support areas of the university instead of in direct pursuit of teaching, research and academic service missions of the university. In advance of Senate elections, the Office of the Faculty Senate will verify with each academic unit the list of faculty who are to be counted toward Senate apportionment.

**The Division of Digital Learning shall be considered an academic unit for the purposes of representation within the senate.**

## Support for Resolution 2022-2023-8 Faculty Bylaw Change, Instructional Designers and the Division of Digital Learning

### At a Glance

- Division: Digital Learning
- Location: Academic Affairs
- Faculty Ranks: Assistant, Associate, and Senior Instructional Designer
- In-unit, governed by Collective Bargaining Agreement
- AESPs and promotion regulations facilitated by Faculty Excellence
- Departmental Faculty Bylaws
- Number of Faculty: 25
- Years served on select Faculty Senate committees: 2019-Present

### Benefits of Senate Representation

- Effectiveness of shared governance
- Our unique central location in the university, collaborating with variety of faculty
- Experience with issues of academic freedom and emerging issues
- Discipline focus of quality digital learning via innovative uses of technology

### Interest in Senate Service

- One or more instructional design faculty has expressed interest in serving on each required Senate committee/council
- Opportunity to expand or apply broader skillsets and demonstrate collegiality

### Precedence for Instructional Designer Types Serving on University Faculty Senates

- Georgia Institute of Technology
- Notre Dame University
- Penn State University
- University of Technology, Sydney

1 **Resolution 2022-2023-10**  
2 **Faculty Senate Parking Transportation and Safety Committee**  
3

4 **Whereas**, the University Parking and Transportation Committee and the Faculty Senate  
5 Parking, Transportation, and Safety Committee have overlapping duties and  
6 responsibilities with respect to parking and transportation issues on campus, which could  
7 be overseen by a single committee instead of two committees; and  
8

9 **Whereas**, events in recent years, such as the COVID pandemic and the multiple  
10 hurricanes that impacted UCF, have shown that safety and security concerns can be  
11 addressed more effectively when there is broad input from different faculty perspectives;  
12 and  
13

14 **Whereas**, a single faculty-level committee focused upon the areas of safety and security  
15 would provide for enhanced two-way communication and response development between  
16 faculty and staff on critical safety and security concerns on UCF campuses; **therefore**  
17

18 **Be It Resolved** that the title of the Faculty Senate Parking, Transportation, and Safety  
19 Committee be changed to the Faculty Senate Campus Safety and Security Committee to  
20 reflect a focus upon safety and security issues on UCF campuses.  
21

22 **Be It Further Resolved** that the Bylaws of the Faculty Senate Parking Transportation and  
23 Safety Committee be amended as detailed below:  
24

25 **Duties and Responsibilities:**  
26

- 27 a. To evaluate and recommend policies concerning campus safety and security  
28 that will foster a mutually beneficial environment for faculty, staff, students, and  
29 visitors in the university community.
- 30 b. To provide feedback to appropriate campus safety and security officials with a  
31 focus on maintaining the missions of teaching and research.
- 32 c. To develop effective safety and security communications for the campus  
33 community.
- 34 d. To make recommendations to the Steering Committee of the Faculty Senate.  
35

36 **Membership**  
37

38 The voting members of the committee shall be at least one faculty member from  
39 each academic unit (selected by the Committee on Committees), one staff member  
40 (selected by the Staff Council), and one student (nominated by the Student  
41 Government Association). The ex officio members of the committee shall be the  
42 Director of Emergency Management (who provides administrative support for the  
43 committee), the UCF Chief of Police (or designee), the Director of Security (or  
44 designee), the Chief Information Security Officer (or designee), and the Police  
45 Department Public Information Officer. The Director of Emergency Management  
46 shall identify additional ex officio members as needed to ensure that areas relating  
to campus safety and security are represented. The chair and vice chair shall be

47 elected annually from the faculty membership. Terms of service shall be two years,  
48 staggered, except for the student member, who shall serve for one year.

## Resolution: Faculty Senate Parking Transportation and Safety Committee

### CURRENT:

#### 1. Duties and Responsibilities.

a. To evaluate and recommend policies ~~to concerning parking, transportation, and campus safety and security~~ that will foster a mutually beneficial environment for faculty, staff, students, and visitors in the university community.

b. To make recommendations to the Steering Committee of the Faculty Senate.

#### 2. Membership.

~~The committee shall consist of at least one faculty member from each academic unit, the vice president for Administration and Finance or his/her designee (ex officio), and the UCF Police Chief or his/her designee (ex officio). Committee members shall be selected by the Committee on Committees. 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 chair of the Faculty Senate Parking, Transportation and Safety Committee or designee will serve as an ex officio member on the University Parking and Transportation Committee. Terms of service are two years, staggered.~~

### PROPOSED

#### 1. Duties and Responsibilities.

a. To evaluate and recommend policies **concerning campus safety and security** that will foster a mutually beneficial environment for faculty, staff, students, and visitors in the university community.

b. **To provide feedback to appropriate campus safety and security officials with a focus on maintaining the missions of teaching and research.**

c. **To develop effective safety and security communications for the campus community.**

d. To make recommendations to the Steering Committee of the Faculty Senate.

#### 2. Membership.

**The voting members of the committee shall be at least one faculty member from each academic unit (selected by the Committee on Committees), one staff member (selected by the Staff Council), and one student (nominated by the Student Government Association). The ex officio members of the committee shall be the Director of Emergency Management (who provides administrative support for the committee), the UCF Chief of Police (or designee), the Director of Security (or designee), the Chief Information Security Officer (or designee), and the Police Department Public Information Officer. The Director of Emergency Management shall identify additional ex officio members as needed to ensure that areas relating to campus safety and security are represented. The chair and vice chair shall be elected annually from the faculty membership. Terms of service shall be two years, staggered, except for the student member, who shall serve for one year.**

1   **Resolution 2022-2023-11**  
2   **Constitutional Amendment to Create a**  
3   **Faculty Senate Student Success Committee**  
4

5         **Whereas**, a core mission of UCF is to teach students by providing high-quality  
6         education that prepares them for the real world experiences that will unfold over the rest  
7         of their lives; and  
8

9         **Whereas**, UCF has recently enhanced its focus upon student success by hiring a senior  
10         vice president for Student Success and by reorganizing several departments and areas  
11         to coordinate efforts within the Division of Student Success and Well-Being; and  
12

13         **Whereas**, student success encompasses a broad array of departments, programs,  
14         initiatives, and policies that require administration, faculty, and staff working together in  
15         a cohesive manner to help our students complete their studies; and  
16

17         **Whereas**, the faculty at UCF have a critical role in guiding and ensuring the success of  
18         our students as they take classes and progress through degree programs; and  
19

20         **Whereas**, there currently is no faculty level committee on campus that concentrates  
21         upon student success, or that works with the administration to develop, evaluate and  
22         utilize policies and procedures that enhance student success across the entire UCF  
23         curriculum; therefore  
24

25         **Be It Resolved** that the UCF Faculty Constitution be amended to create a Faculty  
26         Senate Student Success Committee as a joint committee with the following description:  
27

28         *“The Faculty Senate Student Success Committee makes recommendations to the*  
29         *senior vice president for Student Success and other relevant committees, units and*  
30         *individuals on programs, initiatives, and policies relating to the success and well-being*  
31         *of our students.”*



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us most

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### Emotional Support

Your Employee Assistance Program (EAP) offers confidential counseling support from an EAP Professional to help you work through issues impacting your life and well-being.

#### Our Counselors can help address:

- Anger, grief, loss, anxiety, depression
- Job stress, burnout, work conflicts
- Marital relationships, family issues
- Addiction, eating disorders, mental illness



### Work and Life Balance

Through EAP, you also have access to a team of Work/Life Specialists to help find resources to better balance work and life and feel more productive.

#### Our Work/Life Specialists can help with:

- Time management
- Locating childcare and eldercare resources and concerns
- Personal/family/elder law, identity theft
- Financial resources for debt management, budgeting, credit issues
- Plus, we can connect you to financial and legal consultants

**Simply call us.** We offer compassionate support over the phone and can review other options for counseling. If needed, we'll help you connect with the appropriate professionals for long-term support.

Health Advocate is completely confidential and available to you, your spouse, dependent children, parents and parents-in-law at no cost to you. **In a crisis, help is available 24/7.**





Our specialists can help you find balance and feel more in control so you can focus on what matters most.

**Balancing the needs of family, personal and work responsibilities isn't always easy.**  
Your Health Advocate Employee Assistance Program (EAP) offers the right support at the right time.  
**Here are some frequently asked questions about our program.**

### What is EAP and Work/Life?

This unique program is designed to help you lead a happier more productive life at home and at work by connecting you with a qualified Counselor and Work/Life Specialist who are experts at helping people cope and feel more in control. Additionally, we offer many self-serve resources online and through our mobile app.

### How does it work?

**Call to connect with an intake Counselor who will help:**

1. Define the problem clearly
2. Assess the type of help needed
3. Either provide the necessary help or connect you to the appropriate specialist

### Who can use the EAP?

The program is available to you, your spouse, dependent children, parents and parents-in-law.

### What services are available online?

As a complement to the personalized support offered by our Counselors and Work/Life Specialists, you can access a variety of self-serve resources through our website and mobile app. Here are some of the resources available to you:

- **Explore webinars**, online courses, and articles on a variety of well-being topics
- **Complete checklists** and take self-assessments to learn more about issues that impact you
- **Visit the Personalized Legal Center**, Financial Fitness Center and Mindfulness page
- **Watch the confidential orientation video**

### Is my privacy protected?

Our staff carefully follows protocols and complies with all government privacy standards. Your medical and personal information is kept strictly confidential.



**877.240.6863**

Email: [answers@HealthAdvocate.com](mailto:answers@HealthAdvocate.com)



Web: [HealthAdvocate.com/members](http://HealthAdvocate.com/members)

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