



# Faculty Senate

## Steering Committee

Agenda for meeting of Thursday, January 14, 2021, 4:00 pm

Zoom Meeting for Steering members and guests:

<https://ucf.zoom.us/j/97366277329?pwd=Nzc5QkdKckdsMk91aHEveDZlIc0lIUT09>

Meeting will be recorded and streamed live at: <https://youtu.be/0S1MCDbDiIM>

1. Call to Order
2. Roll Call via Qualtrics: [http://ucf.qualtrics.com/jfe/form/SV\\_8hRUN2CGwCXVJBz](http://ucf.qualtrics.com/jfe/form/SV_8hRUN2CGwCXVJBz)
3. Approval of Minutes of *November 12, 2020*
4. Announcements
5. Recognition of Guests
6. Report of the Provost
7. Committee Reports
  - a) Ad Hoc Budget and Labor Crisis Response – *Reid Oetjen*
  - b) Ad Hoc Health and Safety Crisis Response – *Steve King*
8. Old Business
  - a) COVID Discussion
9. New Business
  - a) Appointment of a Selection Committee for the University Excellence in Professional Service Award (Three Steering Committee Members plus the Chair of the Faculty Senate)
  - b) A Culture of Ethics – *Elizabeth Klonoff*
10. Committee Reports, continued
  - a) Budget and Administrative Committee – *Nina Orlovskaya*
  - b) Information Technology Committee – *Jim Gallo*
  - c) Parking, Transportation and Safety Committee – *Adam Wells*
  - d) Personnel Committee – *Steve King*
  - e) Research Council – *Vicki Loerzel*
  - f) Graduate Council – *Jim Moharam*
  - g) Undergraduate Council – *Bill Self*
  - h) Ad Hoc Equity, Inclusion and Diversity Committee – *Kristine Shrauger*
11. Other Business
12. Adjourn



# Faculty Senate

## Steering Committee

Minutes for meeting of Thursday, November 12, 2020, 4:00 pm

YouTube Link to access recording: <https://youtu.be/-NL4Tbu6LfU>

- 1) Call to Order at 4:03 pm
- 2) Roll Call via Qualtrics
- 3) Approval of Minutes of *September 24, 2020, October 15, 2020 and October 22, 2020*
  - i) Motion to approve all three sets of minutes, second, no discussion, vote taken, motion passed with 15 yes/0 no
- 4) Announcements
  - a) The Research Council has been working on the Conflict of Interest policy revision. The chair of the Research Council has let Chair Harrington know that it is turning out to be a bigger job than originally anticipated and has become overwhelmed. He is asking for help from others serving on the Research Council to step up and help share the workload. Is there someone from outside of Research Council that could step up and help with the policy revision?
  - b) The New Senate website is coming together. Chair Harrington thanked Kristine Shrauger, Laurie Carroll, Allison Hurtado, and Mark Bennett for their hard work. He said that if any senators would like a preview in order to give some feedback, to please let the Faculty Senate office know. Vice Chair Scott stated that he would like feedback on what to see on pages for committees. Chair Harrington said he would like to make it easier for committee chairs to add information to the website. He also said he is considering doing a blog to disseminate information to the university, as well as ways to submit topics ideas online.
  - c) The 2021-2022 Faculty Senate and Steering Committee schedule is being created and he noted that all meetings are two weeks apart next year. Meetings will be scheduled in the new Senate Chamber in the Student Union. He is interested in brainstorming ideas with how to use technology in face-to-face meetings.
- 5) Recognition of Guests
  - a) Joe Adams, Academic Affairs
  - b) Kent Butler, Interim Chief Equity, Inclusion and Diversity Officer
  - c) Allison Hurtado, Faculty Excellence
  - d) Jana Jasinski, Vice Provost for Faculty Excellence
  - e) Michael Johnson, Interim Provost
  - f) Carly McCarthy, Communications and Marketing
- 6) Report of the Provost
  - a) Classes will be going remote after Thanksgiving. The university campus will not be closed but will remain open until December 18<sup>th</sup>. Virtual commencement will take place December 19<sup>th</sup>.

- b) The provost stated that there will be many more in-person classes starting in spring with COVID precautions in place.
- c) Faculty were emailed last week with an update on how to apply for an exemption if they need to teach remotely. Pregnancy and being age 70 or older were added to the exemption form. The deadline has been changed to November 20<sup>th</sup> to apply for an exemption. There have been 232 people that requested an exemption, 193 have been granted, 29 have been denied and 10 are pending review. He did not know the reasons for the denials.
- d) In planning for spring, there are about 3500 sections that will be on campus, compared with 2200 this fall and 6300 last spring. He did not know how much choice the students had in choosing whether to take a course online or face-to-face. Classrooms are in use 70%-80% of the time during most of the hours Monday through Thursday, with a steep fall off on Friday.
- e) COVID cases are on the rise, but not as steep an increase as in summer, but nationally there is definitely a spike. Cases reported to UCF have gone up since fall and had a bump up this week. There is no indication of transmissions in classrooms. If health conditions deteriorate, the university does have a plan to pivot to remote teaching.
- f) A vaccine may be coming soon. Student Health has a plan for mass vaccinations. They do not know how many vaccines UCF would receive.
- g) Pandemic exhaustion is very real. He is grateful for the hard work of faculty and students for striving to learn during adversity.
- h) A senator asked if when the students come back in the spring, will they be tested the same way. The provost said it won't be like in the fall, but there is a plan to expand the random testing. The senator said he is concerned about that because of the numbers identified in the screening were more significant. The provost said that there are several things being talked about as recommendations to students. The senator asked if there are any more details about the dorms that have been tested and whether the numbers were less in the second screening.
- i) The provost mentioned that Scott Cole, Vice President and General Counsel, is stepping down from his role as of December 1, 2020.
- j) Another senator asked about the Promotion and Tenure extension. She said she has been receiving questions from junior faculty members as to whether there would be another extension since the pandemic isn't clearing up as quickly as we thought it would. The provost said that this has not been discussed much yet, but that it will be considered this spring. He stressed that it is safe to come on campus and work. Chair Harrington asked where decisions on tenure clock are made and can the Senate have a say. The provost said that he thinks it would be good to get input from the Senate. Jana Jasinski, Vice Provost for Faculty Excellence, said that the CBA includes issues by which the tenure clock could be extended.
- k) A senator asked about President Trump's Executive Order on Combating Race and Sex Stereotyping (<https://www.whitehouse.gov/presidential-actions/executive-order-combating-race-sex-stereotyping/>) and about diversity training and said that faculty members are concerned. He noted that the university could be a target. The provost believes that any burden would fall on

the university and not individual faculty, as far as any federal money that would come to UCF and not faculty. He said that it regards official statements from the university. It does not affect an individual's academic freedom. Any burden would fall on the university on the university and not on individual faculty.

- 1) The senator also asked about the secondary CDC list. Faculty are wanting to know why they cannot have a doctor certify a more extreme case for an exemption. The provost said that there is no right way to do the exemptions and that universities across the state are all handling it differently. He stressed that staying physically distanced and wearing a mask are the best ways to combat transmission of the coronavirus.

## 7) Committee Reports

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

- i) Committee has not met but will meet before the Thanksgiving break.
- ii) Chair Harrington asked about the revenue collections from the state and wanted to know if anyone has an idea of what the budget will look like. Senator Oetjen and the Provost both said they did not know.

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

- i) There are no new resolutions to forward.
- ii) The committee wanted to know if the current classroom teaching schedule considers the room capacity. The provost said that this has been taken that into account and only classes that meet protocols will meet face-to-face.
- iii) The committee discussed the faculty survey. He gave an overview of the more open-ended questions. They had over 300 responses and over 200 were related to the mode of teaching and concerns with teaching on campus. There were also concerns about support for faculty having to do extra work preparing their classes and about safety measures. Faculty would like more detailed communication about what is going to happen in the spring.
- iv) A senator asked about the large percentage of faculty who did not know how they were teaching when they originally filled out the survey. She wanted to know if there is a chance that the survey would be sent out again now that they know how they will be teaching. Senator King said that it is too late to do it for spring, but likely will send it out again in spring for summer planning.

## 8) Old Business

### a) COVID Discussion

- i) A senator asked about the Conflict of Interest form that was filled out recently and the faculty were concerned about how the results would be posted.
  - (1) Chair Harrington said that the policy and regulations website posts allow input prior to completing the process. He said that they have no control over how comments are posted as the Compliance Office handles that. He had asked the Research Council to collect the information and noted that email is a public record. As he respects people's need for privacy, he asked the senate office to send an email to see if those who submitted comments would like their email addresses redacted out of respect for their privacy. He said he hoped those that submitted comments would allow their comments to be used because it was valuable feedback.



# Faculty Senate

Another senator asked whether the redaction would include the name as well as the email address. Chair Harrington confirmed that it would.

## 9) New Business

### a) Senate Agenda Items

#### i) Senate Topic - Additional Course Modalities

- (1) Chair Harrington explained that the issue has come up as to whether additional course modalities should be put into the regular catalog and would like to know if the Steering Committee feels this should be a topic.
- (2) A motion was made to create a topic and send it to the Graduate and Undergraduate Councils.
- (3) No discussion, vote taken, Motion passed with 18 yes/0 no

#### ii) Campus Climate Reports: University Libraries and Student Government Association

- (1) Chair Harrington stated they asked the Libraries if they would like to present a Campus Climate Report at the November Senate meeting.
- (2) He also noted that the Student Government Association did their COVID survey parallel to the Faculty Senate survey and would like to bring them in to discuss it. He wanted to know whether this should be under the Campus Climate Report or the COVID Update section.
- (3) A senator made a motion to add two minutes to the Campus Climate Report for a UFF update, second,
  - Discussion: a senator wanted to know what they would learn in two minutes, the original senator said it would be a quick update on bargaining.
  - Vote taken; motion passed with 15 yes/0 no
- (4) Motion made to put University Libraries on the Campus Climate report, second, no discussion, vote taken, motion passed with 18 yes/0 no
- (5) Motion to put the SGA COVID survey presentation under COVID Update on the Senate agenda, second, no discussion, vote taken, motion passed with 17 yes/0 no
- (6) Motion to put on Senate agenda the formation of an SPoI Committee
  - Discussion deferred to Other Business

#### iii) Resolution 2020-2021-6 Five-Year Review of Faculty-Facing Vice Presidents and Vice Provosts

- (1) Motion to discuss the resolution and put the resolution on the Senate agenda, second, no discussion, motion carried with 18 yes/0 no

### b) Steering Committee Meeting Materials Transmission Process

- i) Secretary Shrauger stated that she would like it considered for the senators to receive a link to the website rather than receiving PDFs by email.
- ii) Chair Harrington asked whether the senators would prefer a link or an attachment. A senator said a link would be preferable since it would be the most up-to-date information. Another senator said she prefers PDFs in the emails. A senator suggested doing both. The Faculty Senate office will send both for a while to see how it works.

### c) Bylaws Committee Nominations



# Faculty Senate

- i) Chair Harrington said that we need a Bylaws Committee because there are several items that are pending. Volunteers were requested in the last meeting and there were no names put forward. This committee would propose items in this senate year, but not necessarily by next meeting. He would like a permanent committee formed to look at the agendas and how meetings are held and how remote capabilities could be used. He would like the committee to write some resolutions and look at the existing Bylaws. If no volunteers come forward, the Vice Chair will work on the composition of the committee.
- 10) Committee Reports, Continued
- a) Budget and Administrative Committee – *Nina Orlovskaya*
    - i) This committee did not meet since last meeting. Next meeting will be next week on Wednesday.
  - b) Information Technology Committee – *James Gallo*
    - i) Committee met twice since last meeting. They are trying to fine tune where they can best help. Right now there are representatives from each department and they are considering whether to consider adding members with expertise as well. The committee met with Huron a couple days ago and saw a presentation. They will be meeting with them again in a few days.
      - (1) Chair Harrington noted that the university is searching for a permanent CIO. There are three candidates, who have been interviewed on Zoom. He feels they are all good candidates and are responsive to faculty concerns.
  - c) Parking, Transportation and Safety Committee – *Adam Wells*
    - i) Did not meet in October, will meet on Monday
  - d) Personnel Committee – *Steve King*
    - i) Main topic of discussion was the resolution that was recently passed.
    - ii) They also discussed the spousal conflict of interest policy and how it varies on campus. He noted that there is no federal policy that prevents spouses from working on grants. They are still working on this topic.
    - iii) A senator mentioned that it is not only the spouses on research, but also on dissertation or thesis committees. Senator King stated that this has been addressed. He said there is a new form to be filled out for the conflict to be acknowledged.
  - e) Research Council – *Vicki Loerzel*
    - i) The council has not met since last report.
  - f) Graduate Council – *Jim Moharam*
    - i) Three of the four committees have met since the last report.
  - g) Undergraduate Council – *Bill Self*
    - i) No update
  - h) Ad Hoc Campus Equity, Inclusion and Diversity Committee – *Joseph Harrington*
    - i) Still working on staffing the committee.
  - i) Ad Hoc Internal Communications – *Joseph Harrington*
    - i) Committee has not met.

## 11) Other Business



# Faculty Senate

- a) A senator stated that she would like to propose an initiative by the Faculty Senate to address the extension of the tenure clocks under COVID. She made a motion to create a senate topic and send to Personnel Committee, second, a senator said that this item will be bargained in the union. Chair Harrington said that the committee could be in touch with the union to discuss, vote taken, motion passed with 17 yes/0 no.
- b) A motion is made to form an ad hoc committee to study SPols and come with concrete suggestions on things to change and to include some or all of the former committee members. Motion seconded. A senator asked about the survey being biased. It was noted that this is a common problem across the country, as far as getting appropriate feedback for faculty evaluations and that is why UCF uses the SPol system. Another senator said the issues to address were that the students wanted the SPols published online and faculty are concerned about how it influences annual evaluations. Another senator is concerned with sending this topic to another committee after the previous one was discharged. A senator said that he feels that students do not have much of a say in how research is done, and students should be an integral component of the university. The learning process should be informed by input of students. Another senator also was concerned about why it should be looked at again. He suggested that the issue be broadened to larger issues.
- c) A senator said that he would like to remove the suggested composition for the committee out of the original motion, second, no further discussion, vote taken, motion passed with 13 yes/0 no.
- d) Returned to the main motion to create a committee, Chair Harrington suggested a possible name and charge
  - i) Ad-Hoc Student Perception of Instruction Committee
    - (1) Assess the report of the prior SPol committee, the UCF stakeholders, and the international research on this topic and propose both a specific SPol process and content and departmental guidelines on the appropriate use of SPol data in faculty evaluations, in accordance with the UFF-UCF Collective Bargaining Agreement. The committee shall consist of both faculty and students.
    - (2) Motion to accept name and charge, second
  - ii) A senator made a motion to add “in accordance with the UFF-UCF CBA”, second,
  - iii) A senator is still concerned about this committee working on another committee’s work. She suggested someone from EDI and how can we be sure that people with expertise in this area are included. Chair Harrington said this would be an amendment and that the previous motion needs to be voted on. Vote taken; motion passed with 11 yes/1 no.
  - iv) Chair Harrington asked about the charge of the original committee. Dr. Jasinski stated that the committee followed what the resolution instructed.
  - v) A senator spoke against the motion as not necessary. Another senator would like to see an exact goal of what this committee should do. A senator said that is outlined in the charge. Another senator said that the Steering Committee should be careful about forming so many ad hoc committees and



# Faculty Senate

that it takes a lot of energy to create the committees. Chair Harrington suggested sending this text to Undergraduate Council and send back to Steering. He agrees that there are a lot of committees in the works right now. He suggested circulating the report to departments.

- vi) Vote taken as to whether to form an Ad Hoc SPol Committee, motion failed with 4 yes/9 no.

12) Meeting adjourned at 5:57 pm