



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

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, 40th 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

Kristine Shrauger
Secretary, Faculty Senate

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 2nd meeting

Non-Bylaw resolutions: to steering by March 9th 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 23rd. 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 24th and 25th.

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 28th and 29th 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 28th, the Governor's office requested 4 items relating to DEI and CRT, due January 13th. 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 13th, 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”



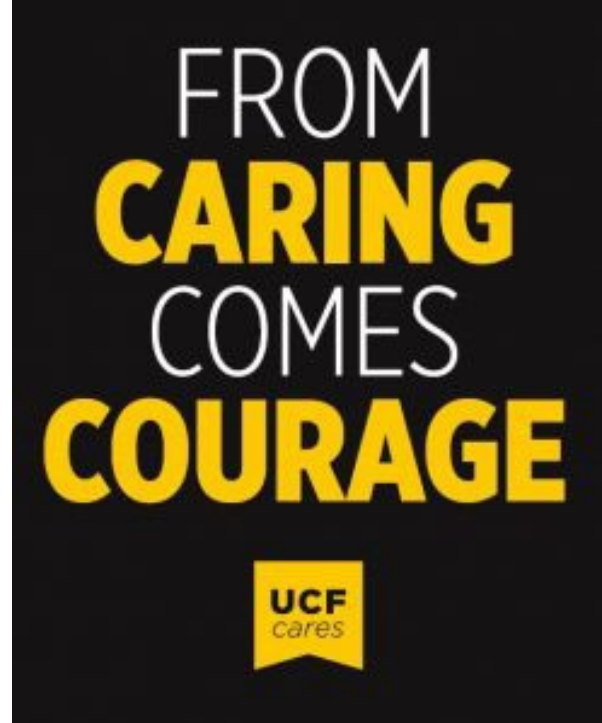
WHEN?



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).



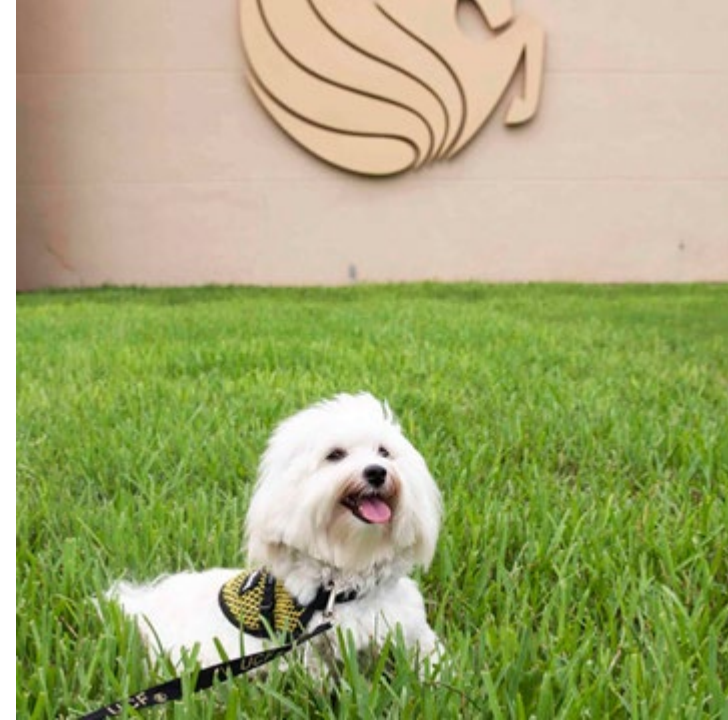
UCF

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



AFTERHOURS Crisis HOTLINE
(407) 823-2811 #5



togetherall



UCF

Questions?





Workday and “One UCF”

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

OVERVIEW

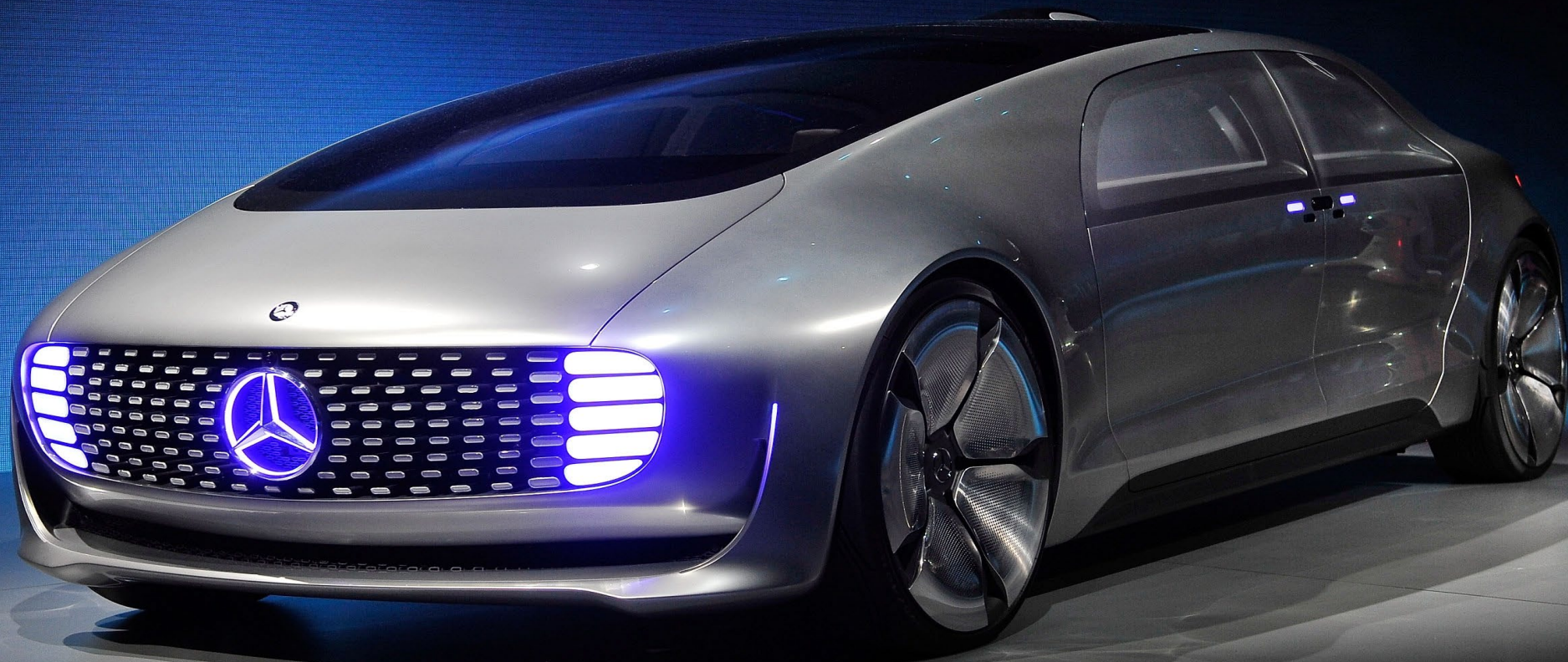
“Making changes at a higher education institution is like trying to turn the Titanic with oars.” – Author Unknown



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.

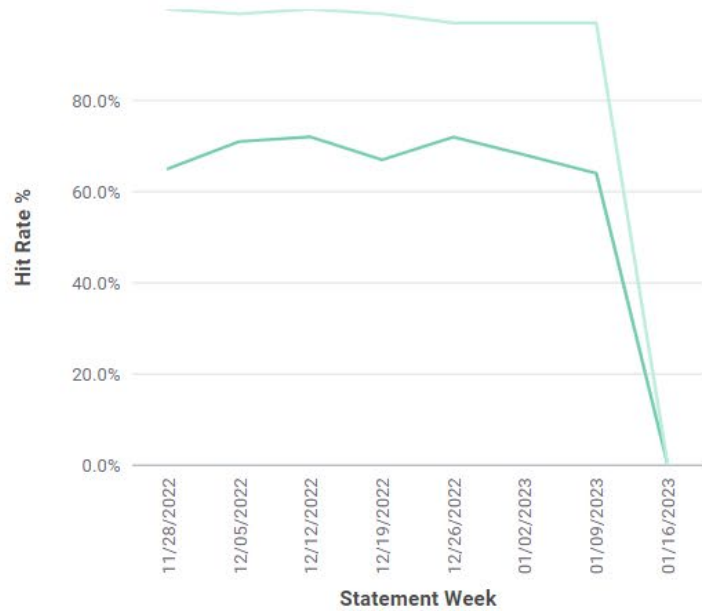


Bank Statement Reconciliation Dashboard

Bank Statement Reconciliation

Bank Statement Reconciliation

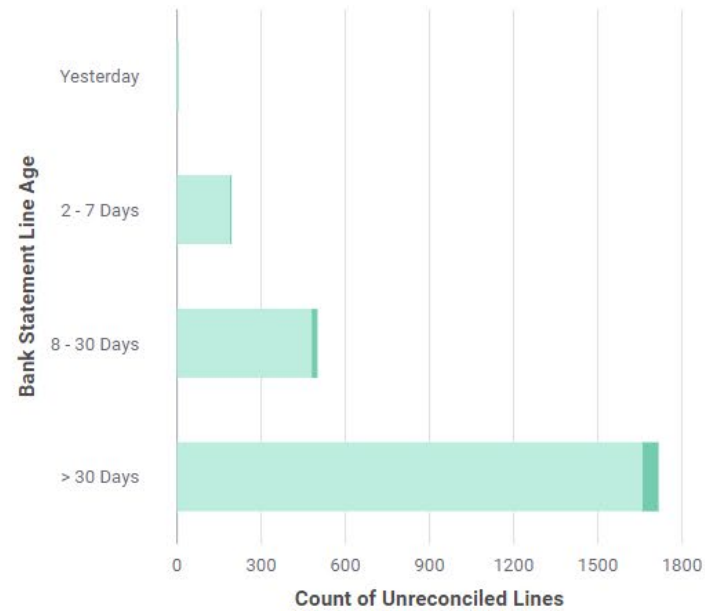
Auto Reconciliation Trending



■ 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

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Reconciliation Status by Month



■ Autoreconciled
■ Unreconciled
■ Manually Reconciled

Count 6,281

Punchout Cycle Times

	# of Reqs	Avg Time to Approve
FYTD	5,962	2.02
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*