



# Faculty Senate

## Steering Committee

Minutes for meeting of July 22, 2020, 2:00 pm

YouTube Link to access recording: <https://youtu.be/3xiVRVGDeMI>

1. Call to Order at 2:05 pm
2. Roll Call via Qualtrics
3. Approval of Minutes of *June 25, 2020*
  - a) Motion to approve minutes, second, vote taken, motion passes
4. Recognition of Guests
  - a) Michael Johnson, Office of the Provost
  - b) Jana Jasinski, Office of the Provost
  - c) Lucretia Clooney, Faculty Excellence
  - d) Carly Mc Carthy, Communications and Marketing
  - e) Joe Adams – Office of the Provost
  - f) Allison Hurtado – Faculty Excellence
5. Announcements
  - a) The University Budget Committee (UBC) has been re-activated and will begin meeting next Monday. Four of the 21 members will be from the Senate as directed by a resolution approved last year that the provost has approved: Chair Harrington, Senator Steve Collins, Fernando Rivera and Reshawna Chapple. The committee will make recommendations on budget priorities.
  - b) New faculty orientation – New faculty orientation will be a virtual event (2 half days this year- it is normally two full in-person days). They will also be having open office hours with different offices in the afternoon each day. In addition, they will provide a web course for faculty. Joe will be introducing himself as the chair of the Faculty Senate on the first day.
  - c) Student Visa policy has been rescinded for new visas.
  - d) Spoke with President Cartwright about communications and lessons learned from CoVID. May change the way meetings will be held in the future. New culture with people working remotely. They also had a brief discussion about racism.
  - e) Online learning institute is being held at UCF this year. This is a training for those who are teaching using digital learning.
  - f) IT in the Senate office has been historically done in Global but will be moving to the Provost's office. Need a budget for IT items and course buy outs.

- g) State law regarding textbook selection passed. There are many details of how to choose textbooks. Go to [regulations.ucf.edu](http://regulations.ucf.edu) and look at current resolution. Academic freedom not at top of regulation. Encourages faculty to leave comments to request this change.

## 6. Report of the Provost

- a) Budget update – Re-establishing the University Budget Committee (UBC) Will be chaired by Joe Trubacz and Michael Johnson. The committee will be considering decisions made regarding budget priorities. They will receive a deeper understanding of the budget and will advise the president on these decisions. The approach to budget is undergoing a profound change due to the unprecedented growth of the university. We have moved into a new era focused on quality and reinvestment of existing funds. We will be striving to improve business operations to become more efficient and effective. They will be realigning the budgets for colleges to help improve research and other initiatives. This will create a strategic investment fund by reducing each college by 3% and departments by 3-6%. UBC will examine what to do with this money. Focus on improving the university, strengthening academic mission and culture of inclusivity and increasing teaching and scholarship. State budget has not been reduced, but possibly could change in late fall. We don't know how fall tuition will affect budget. We have to be prepared for potential problems and use caution. Budget reductions should help with this cushion. Carry Forward will be handled differently. BOT has decided to sweep the funds to fund the new ERP system. UBC will play an important role in these decisions.
- b) Fall Teaching Plan – The vast majority of seats in our courses will be remote. The plan includes a willingness to be flexible as conditions require. Final decisions have not been made as yet. We realize that the face-to-face experience is important to students. It may not be a short-term problem, depending on how soon a vaccine is released. Teachers need to be flexible if students become ill and strive to help them finish their courses. Need to be supportive of one another.
- c) Update on Dr. Negy Investigation – Investigation continues. Comments from students who have taken his classes give provost concern about the quality of his courses and he wonders what to do about that. He values academic freedom, but this comes with a responsibility to do a good job. Degree of freedom depends on the course. How are courses judged for their quality and effectiveness? Curriculum is in the hands of the faculty as a whole. The senate curricular committees bear the responsibility of approving quality courses. Faculty could take the lead on reviewing courses.
- d) A senator asked the provost whether he has spoken with people at the state level and wonders if UCF is still considered the “bad child”. The provost stated that when a new president is hired, there is a great desire for him/her to succeed. He feels our job is to do things right to avoid a bad reputation. BOG directly approves Ph.D. proposals and special research sites. He feels these documents need to be iron clad to show our efforts at doing everything correctly.
- e) Another senator thanked the provost for updating about the budget committee and the budget policy. He feels it is a huge improvement over how we used to

- do things. He feels we should do better assessment of teaching and learning. He suggests that when each program goes through their 7-year review, it may be a good time for the courses to be reviewed as well.
- f) A senator asked the provost about the counteroffer that Dr. Negy received. He is wondering if there was anything in his SPols that created that. The provost said he signed off on the counteroffer and it was his understanding at the time that he was being successful in the class. He is concerned that the administration could not have known there was a problem. He feels they looked at student comments as largely for the growth of the faculty member. It's hard to draw a firm conclusion. They are creating other, clearer ways for students to complain besides course evaluations.
  - g) Discussion about different ways to evaluate courses besides what is currently being done.
  - h) Another senator asked about Direct Connect. The provost stated that nothing is changing right now. It is essential to help students progress. He would like to think more about major progression.
  - i) A senator expressed a concern about taking carry forward from the units. The provost does not think it is a concern about the amount and agrees that they need to understand the importance of the carry forward to the colleges and units. He feels it should only be used in an emergency.
  - j) Chair Harrington asked the provost to follow up about the seat credit hours. The provost knows that about 70% SCHs are on campus (face-to-face) in a normal semester. This semester it should be around 15% on campus.
    - i) A senator expressed a concern about textbook affordability and would like more textbooks be available online.

## 7. Committee Reports

- a) Ad Hoc Budget and Labor Crisis Response – Reid Oetjen
  - i) They will be meeting next week
  - ii) The Ad Hoc Health and Safety Committee is sending out a link to a Return to Campus survey.
  - iii) Soliciting agenda items for topic areas for the committee to work on. Please forward to Reid.
- b) Ad Hoc Campus Equity, Inclusion and Diversity Actions and Programs – Joe Harrington
  - i) Many discussions have been had regarding the make up of the committee. He wants to be sure it meshes well with the current university committee. Will be making cross appointments to be sure they are informed about each other's work.
  - ii) Marie Leticee stated that when administration does not pay attention to what minority teachers or students are saying, we end up with a situation like we have with Dr. Negy. She feels that when these comments are being taken seriously, real change can happen.
  - iii) A senator stated that he feels that SPols are not effective for investigation of issues.

- iv) Another senator is concerned about the feedback on discrimination complaints and wanted to know if the document provided to the BOG regarding discrimination complaints over the last ten years will be provided to the senate to review. Chair Harrington stated that the board would like to know what has been going on. He does not know if there will be anything published. The provost stated that whatever is found will be made public. He notes that when there is a discrimination complaint, it is supposed to be reported.
- c) Ad Hoc Health and Safety Crisis Response – Stephen King
  - i) Committee meets every two weeks.
  - ii) The previously mentioned survey is being sent out tomorrow.
  - iii) He is sending an updated Purdue pledge for the Steering Committee to review.
  - iv) Met with Drs. Gibson and Deichen regarding testing – there is a concern about the visibility of links so they know what to do if they need something, such as getting a test or treatment. Slow test results were addressed, but their concern is that they need to know as a university how long it takes and what results are.
  - v) Rapid test kits are not the way to screen but could be helpful to expand what is currently being done.
  - vi) Requests a set of guidelines as to when to cancel class due to illness.
  - vii) How to report a positive test result – there is a process on the coronavirus website.
  - viii) A senator asked about why it is so hard to get response from Adventist and what is being done about it. Dr. King stated that they talked with Dr. Gibson about this.
  - ix) Another senator stated that this committee has been working a pledge for students to see as part of their required web course prior to returning to campus. He asks that Steering review and give an opinion.
  - x) Another senator stated that based on previous comments it might be good for UCF to communicate where else they can get tested if there are issues with Adventist.
  - xi) Motion to add pledge to Senate agenda for August 5<sup>th</sup>, second, vote taken and motion passes.
- d) Ad Hoc Internal Communications – Joseph Harrington
  - i) Committee identified the following categories of concern in communication around the university: Organizational charts for the university offices, identify the specialists in the colleges, and improving the phone book.
  - ii) Major tasks currently being worked on are: Exploring best ways for departments to communicate what is going on, alternatives to email – more effective ways to communicate, holding a forum to gather information, and looking at what other universities are doing in regards to communication.
  - iii) Website – Is currently being upgraded and should be designed as mobile friendly.

## 8. Old Business

- a) Senate planning: Senate topics management
  - i) Asking for suggestions on how to track topics as they move through committees and through the resolution process
  - ii) A senator noted that there needs to be a process that would request elaboration on topics requested. Another senator confirmed this.
  - iii) Need a continuous list throughout the year rather than one bulk list in the fall that gets distributed.
- b) Expert standing committees (e.g., IT and possibly Equity, Inclusion and Diversity (EID))
  - i) Typically, the committees are formed with ex-officios on them and then representatives from each of the colleges. Please consider redefining certain committees as not being so college oriented but rather being staffed by experts or those affected by it. Should Steering review all of the committees?
- c) Senator "onboarding"
  - i) The current information for onboarding new senators is being put together by the committee
  - ii) A senator would like to see what is available now before making suggestions.

## 9. New Business - none

## 10. Other Business

- a) The Governor vetoed the Florida Complete Plus Program. Within the Florida Complete Plus Program is housed a group called, FALSC (Florida Academic Library Services Cooperative). They are responsible for maintaining and overseeing the centralized servers, which house the electronic journals, library catalogs and digital collections for all 40 State University and Colleges. In addition, FALSC negotiates with vendors to purchase and maintain over 400,000 online journals, ebooks and other e-resources on behalf of all 40 institutions and 150+ campus libraries." <https://libraries.flvc.org/about-falsc>
- b) Request for an update presentation from the union in Campus Climate Report at August 5<sup>th</sup> Senate meeting, second, discussion regarding whether to bring them back again since they were just here at the last meeting, vote taken, motion fails.
- c) Motion to bring Staff Council president to present Campus Climate Report at August 5<sup>th</sup> Senate meeting, second, vote taken, motion passes

## 11. Meeting adjourns at 4:00 pm