

Faculty Senate

Minutes for meeting of July 9, 2020, 2:00 – 4:00 pm

Meeting recording available at: https://youtu.be/gen_6y5g208

1. Call to Order at 2:05 pm
2. Roll Call via Qualtrics
3. Approval of Minutes of June 11, 2020
 - a) Motion to approve minutes, second, motion carries, minute are approved
4. Recognition of Guests
 - a) Alexander Cartwright, Office of the President
 - b) Allison Hurtado, Faculty Excellence
 - c) Jana Jasinski, Faculty Excellence
 - d) Joe Adams, Academic Affairs
 - e) Lucretia Cooney, Faculty Excellence
 - f) Maribeth Ehasz, Student Development and Enrollment Services
 - g) Michael Johnson, Office of the Provost
 - h) Paige Borden, Analytics and Integrated Planning
 - i) Paul Jarley, College of Business Administration
 - j) Theodora Berry, College of Undergraduate Studies
 - k) Carly McCarthy, Communications and Marketing
 - l) Kristie Harris, Financial Affairs
 - m) Kent Butler, Diversity and Inclusion
 - n) Sabrina LaRosa, Student Government Association
 - o) Michael Deichen, Student Health Services
 - p) Tracy Slavik, Financial Affairs
 - q) Gordon Chavis, SDES
5. Announcements - None
6. Report of the Senate Chair
 - a) Board of Trustees proclamation (<https://provost.ucf.edu/news/community-engagement/a-special-thank-you-to-ucfs-faculty-and-staff-for-a-heroic-response-to-covid-19/>) is linked on the Faculty Senate website <http://www.facultysenate.ucf.edu/>.
 - b) Working a couple of issues regarding delivery of student financial aid. Had not received their summer money.
 - c) Faculty who raised testing concerns in Garage A and why it was taking so long to get test results.
 - d) We have four faculty representatives who will be on the University Budget Committee – Joe, Fernando Rivera, and working on two others.

7. Report of the President

- a) Thank you for all of the hard work that you have been doing over the past several months. This is an unusual and difficult time and we have had to be creative in how we teach and do research. As we go into the fall we are trying to see how we can have an impact for students.
- b) Launched a new COVID self checker in the UCF mobile app. The supervisor is notified who is cleared and not cleared. Call UCF Health for further actions. Protect individual privacy as much as possible. Dr. Deichen is working on a dashboard for the UCF community. Flexibility is going to be the key to our return.
- c) Will continue to evaluate our plans, especially if we need to continue to move courses online. Would like to promote a culture of following safety rules. Working with student leaders to share these messages and will be sharing the information on the coronavirus website.
- d) The provost and I were disappointed in the changes we're seeing for our international students. Our health guidance is changing and evolving. Are having to manage other changes that were unexpected. Will be taking steps to reach out. Global has been a huge help. Figuring out how to do instruction for the fall for the international students. Working with Graduate Studies, Human Resources and Finance and Accounting to work out a plan. International students, faculty and staff are critical to this university. We will do whatever we can to help them.
- e) We have had a number of changes in the budget. The state budget is finalizing and we are assessing the full impact. BRIDGE was not funded. Will no longer be investing at the previous level but will continue to operate until a new company can take over. Vice President Klonoff will lead this effort. Will ensure we have at least a presence there. Still a possibility of future budget changes. Had to hold back in the budget because we don't know what will come. We are going to be looking at creating a University Budget committee.
- f) Operational excellence has been a main area of focus. Will be making changes in structure in the senior vice president for finance. Will still allow direct supervision while moving forward. Inclusive Excellence in Diversity, Chief Inclusion and Diversity officer will become a Vice President and part of the president's cabinet to keep us accountable. Will also be looking at a review of the process of how to report things that they feel aren't right – discriminatory, etc. Will be doing training and education on implicit bias to know how to properly run a search. Encourage those from underrepresented backgrounds to apply at UCF.
- g) RCHM has been named the number one hospitality management program in the nation.
 - i) A senator asked a question about an email received from HR about faculty members that were away from campus this summer either out of the country or in another state. They are concerned whether they will lose their jobs if they cannot return to campus. Chair Harrington made the president aware of this email and would like the provost to speak more about it. The provost stated that it went to the HR liaisons and wasn't a complete email. There will be another follow up explanation email sent out. He explains that it has to do with the bank accounts and how to pay those that are not in the country.



Faculty Senate

Newly hired GRAs and GTAs are what has prompted the email and are trying to work out how to get them into the program successfully.

8. Report of the Provost

- a) You may know soon that BOT Educational programs has a proclamation in support of the faculty and staff for their hard work during the pandemic.
- b) We have plans using different scenarios depending on local conditions. We are a public university and we have a responsibility to our students to provide an education, but we also have a responsibility to the health of our students, faculty and staff. We do not know how we will proceed this fall yet until we see how the virus will be spreading. No matter which scenario comes to pass, it will be a challenge to teach this fall. He strongly encourages everyone who is teaching face-to-face to provide a way for a student to finish the class online if the need arises. He discourages tough attendance policies. He also wants students to have the experience of a robust academic community.
- c) SDES are working hard on plans as to how to provide services when students begin to return to campus. Would like input as to how we can provide this group/community experience for students.
- d) Enrollment still looks good for fall. Budget from state is at last year's level with a 6% hold back. Are in the process to reduce spending across the university. Will help us address potential financial problems. Emphasized the need to reduce spending in administrative areas to redirect the spending into academic areas. New budget committee will be meeting soon and includes faculty representatives.
- e) Will be working with graduate and undergraduate programs to be sure that international students have what the law requires to work on their education.
- f) He was privileged to attend the teach-in last week. He learned a lot and each speaker gave a call to action at the end. He would like to thank all the panelists for putting the session together. There are practical steps that need to be taken to address systemic issues. One step is to overhaul how faculty are hired. The process that has always been used replicates the systemic issues but needs to change the process in order to hire more diverse faculty.
 - i) A senator would like to know if it has been considered to hold classes in exterior spaces. The provost says this has not been considered, but it would need to be decided on by each teacher.
 - ii) Another senator mentioned that he feels that he would like to see a positive statement about how administration has been working toward making changes. Have to listen to people who are the ones who have been directly affected by these problems.
 - iii) A senator asked about the survey from HR that faculty filled out and if there were any results. The provost explained that they were wanting to find out which faculty were at risk so that they would not be assigned face-to-face classes. The HR liaisons collected the information for the colleges.
 - iv) Another senator said he surveyed his students to find out the impact of the closure on the students. He asked his students their learning styles. The majority of them said they had a combination of learning styles. He said they stated they are struggling to complete their education and he is concerned.



Faculty Senate

The provost appreciates that face-to-face is the desired learning experience for students.

9. Committee Reports

- a) Ad Hoc Internal Communications – Joseph Harrington
 - i) Discussed internal communications and also how contact information can be disseminated. How to moderate the flow of information. Discussed the move away from email toward another type that people prefer. Discussed the low budget for communications. Main tasks will be to make practical recommendations within the scope of that budget.
- b) Ad Hoc Campus Equity, Inclusion and Diversity Actions and Programs – Joseph Harrington
 - i) Create action plan and create long-term structures. Large number of faculty are interested in this committee. Specific types of actions will be discussed. Possible create a Faculty Senate formal committee. Reach out to Chair Harrington if you are interested in this committee.
- c) Ad Hoc Budget and Labor Crisis Response – Reid Oetjen
 - i) The committee has met once via Zoom and Microsoft Teams. Principles have been created. Has also worked on a survey tool, which faculty will be receiving shortly.
- d) Ad Hoc Health and Safety Crisis Response – Stephen King
 - i) Have been meeting every two weeks. Working on a survey and will be sending out soon for all faculty and staff. Committee is working on and finalizing the Protect UCF pledge, which will be developed for people to have tools how to protect themselves and others. Looking into details on testing on campus from a variety of points. This will be critical now and also at the start of and through the fall semester.

10. Old Business

- a) COVID response/Fall campus reopening – Deichen/Johnson
 - i) There is a surge in the state of Florida in regard to COVID. Orange County reach a peak of 11,000 cases. There have been some hospitalizations and stress on ICUs. There is space to expand these spaces in the hospital. Orders and positive results for COVID testing – 14th week in working with Adventist labs. Started out at 40-50 per week but jumped to 400-500 in the past couple of weeks. Of the 2000 test, about 200 have been positive. None of the positive student cases had any contact with anyone at UCF. There was a software issue that created appointment availability, plus a tremendous surge of requests for appointments. UCF will be working with Adventist Labs to make some changes that will make the process easier. Putting together a dashboard for the UCF community. The app has been rolled out to screen and help people connect with services.
 - (1) A senator asked what the criteria and metrics are being used to determine when classes would need to be moved online. Dr. Deichen agrees that it is a challenge when making these decisions. They are trying to think of all scenarios.
 - (2) Another senator would like to know where we are in the life cycle of the disease. Dr. Deichen explained that we have better testing and improved treatments now than in March. This current surge is catching people's

Faculty Senate

attention and will cause them to be more cautious, which will hopefully cause the numbers to go down. Another challenge comes when students come back to campus.

- (3) A senator asked about how every student coming back to campus needing to be tested will be able to be tested. Dr. Deichen acknowledges that there is only so much capacity. It is important that only people who need to be are tested. There will be some prioritization that will need to take place.

11. New Business

- a) New Enterprise Resource Planning (ERP) system – Joseph Trubacz (attachment)
 - i) Board of Trustees approved funding for a new ERP system. He reviews how the ERP is set up currently and points out how some functions are duplicated. He expresses this is an opportunity to restructure our operations and become more efficient. He goes over the timeframe for this project, which will be over the next 24 months.
- b) UCF's new budget model – Paul Jarley, Kristine Harris (attachment)
 - i) They are starting to schedule lunch and learns to give more detailed information. The current budget model is reviewed. After Kristie arrived, she discussed the budget model with current stakeholders. Transparency came up the most. She reviews the goals for redesigning the budget model. She went over the guiding principles for the redesign. The implementation timeline will be rolled out over the next 2-3 years. They will be putting principles in place to transition to the new budget model. Budgets will be running parallel as the transition takes place. Dr. Jarley reviews the redesign framework and opens to questions.
 - (1) A senator asks how the budget will be distributed in terms of the total budget. There are 11 colleges that generate revenue. Distribution will be more transparent. Distributions are still a work in progress.

12. Campus Climate Report

- a) Student Government Association - Sabrina LaRosa
 - i) Thank you to everyone for their commitment to the hard work during this difficult time. Working on gathering information from students and creating a working group for helping to feed students. Care packages for students with COVID. Return to campus module for students. Looking forward to collaborating with the Faculty Senate this fall.
- b) United Faculty of Florida – Yovanna Pineda (handout)
 - i) Marie Leticee introduces the UFF team. Yovanna Pineda presented on behalf of Scott Launier. She reviews the activities that have been going on since March 2020. The union represents over 1700 members. They have been working on a memorandum of understanding regarding COVID 19. Presented on June 30 MOUs for fall and another regarding systemic racism, sexism and hostile work environments. Currently bargaining Article 23 Salaries. They have a food drive for the Picnic Project in Sanford. She reviews the highlights of the MOUs currently being bargained. On July 23, the UFF will be passing Article 23 requesting across-the-board salary increases, as well a promotion increases. They are working on a COVID-19 Action Plan. They are also supportive of an inclusive workplace.



Faculty Senate

- (1) A senator would like to know what the percentage that is being requested for the across the board increase. They have not put the proposal on the table yet because they are not ready to go public with the information.

13. Old Business Continued

- a) Motion to move resolutions to next meeting, second, vote taken and motion passes.
 - i) Resolution 2020-2021-1 Faculty Senate Bylaw Change – Resolutions
 - ii) Resolution 2020-2021-2 Faculty Senate Bylaw Change – Undergraduate Common Program Oversight Committee
 - iii) Resolution 2020-2021-3 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning Advisory Committee Duties
 - iv) Resolution 2020-2021-4 Faculty Senate Bylaw Change – Student Committee Term on Graduate Council Committees

14. Other Business - None

15. Adjournment at 4:07 pm