



Faculty Senate

Steering Committee

Agenda for meeting of Thursday, November 18, 2021, 3:00 pm

Location: Student Union Charge On Chamber Room 340

Zoom Link:

<https://ucf.zoom.us/j/93987822474?pwd=VThwc1JwUGpoY01xSmFKaHpDTE9hdz09>

Meeting will be recorded and livestreamed at: <https://youtu.be/zG3kybsKk7c>

1. Call to Order
2. Roll Call via Qualtrics: http://ucf.qualtrics.com/jfe/form/SV_bdcN47Q5i4HM11A
3. Approval of Minutes of *October 21, 2021*
4. Announcements
5. Recognition of Guests
6. Report of the Provost
7. Old Business
 - a) COVID on Campus Discussion
 - b) Modality for January 6, 2022, Steering Meeting – In Person or Virtual?
8. New Business
 - a) Agenda Items for December 2, 2021, Senate Meeting
 - b) Mid-Year Committee Status Report of Agenda, Topics and Potential Resolutions
 - c) Termination of Inactive Ad-Hoc Committees
9. Committee Reports
 - a) A brief written summary of each Operational and active ad-hoc committee's recent meetings will be posted in the meeting materials on the website. Committee chairs or the Steering liaisons may speak, and Steering Committee members may comment or ask questions on committee business at this time.
10. Other Business
11. Adjournment



Faculty Senate

Steering Committee

Minutes for meeting of Thursday, October 21, 2021, 3:00 pm

YouTube Link to access recording: <https://youtu.be/eUympQ7ab-A>

- 1) Quorum reached and call to order at 3:03 p.m.
- 2) Roll Call via Qualtrics – Faculty Senate Chair Joseph Harrington, Vice Chair Stephen King, Secretary Kristine Shrauger and Past Chair William Self were present. (see *meeting materials Attachment A for list of participants*)
- 3) Approval of Minutes of *September 23, 2021*
 - a) Chair Harrington asked whether there were any amendments to the minutes. There were no amendments, minutes were approved as presented.
- 4) Announcements – *Joseph Harrington*
 - a) Chair Harrington turned the floor over to Senator King to report on the strategic planning working group which has been meeting every two weeks. He said that faculty forums are meeting on Tuesdays and Wednesdays, with a different topic each week. The next topic is scholarship and research, then trends in higher education. A white paper process is under development. The strategic planning website currently shows the last strategic plan, but this will be updated to the current process and will provide an email address for feedback on the strategic plan.
 - b) Chair Harrington reminded committee chairs that the senate website is available to post documents and blogs. Chairs should submit documents or blogs for posting on their webpages to the Faculty Senate office (FSenate@ucf.edu).
- 5) Recognition of Guests
 - a) Joe Adams, Senior Communications Director, Academic Affairs
 - b) Lucretia Cooney, Director, Faculty Excellence
 - c) Jana Jasinski, Vice Provost, Faculty Excellence
 - d) Michael Johnson, Interim Provost, Academic Affairs
- 6) Report of the Provost – *Interim Provost Michael Johnson*
 - a) Interim Provost Michael Johnson spoke about COVID, the President's 2021 Strategic Investment Program, administrator review, deans and searches, and the 2020 make-up ceremony. For the complete report, please see Attachment B and Meeting Chat Attachment C.
 - b) Questions from senators: Chair Harrington asked how faculty can find out the SIP award winners and Provost Johnson said that information will be emailed out soon. Discussion was held between the Provost and several senators regarding the President's executive order requiring vaccine mandates and the conflicting Governor's executive order and how the university will handle the situation. The Provost acknowledged that this could affect federal grants coming to the state but did not have an answer yet as the university



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administration is still working on a solution. Another senator asked about whether faculty are aware that even though they are under the age of 65 that they can go and get the booster shot. Vice Provost Jana Jasinski said that Dr. Deichen had sent out a communication to the university. Chair Harrington stressed that faculty tell their colleagues. Discussion ensued between the Provost and several senators regarding international graduate students and faculty and the newly mandated screening process. The Provost said that the new process could cause a delay in hiring and that names of interviewees should be provided as soon as possible to cut down the wait time. He noted that information will need to be provided as part of application package.

7) Old Business

- a) COVID on Campus Discussion – no further discussion
- b) Modality for November 18, 2021, Steering Meeting – In Person or Virtual?
 - i) Discussion regarding how the virtual/in person meeting works. Vote taken electronically via Zoom. Results: 10 hybrid/6 Zoom only. November 18 meeting will be hybrid.
- c) Senate Parliamentarian – Dawn Eckhoff has agreed to be the senate parliamentarian.

8) New Business

- a) Agenda Items for November 4, 2021, Senate Meeting
 - i) COACHE Results – Motion to put the COACHE results on the November 4 senate meeting agenda, second, vote taken electronically, 17 yes/0 no, motion carries. The COACHE results will be presented as the Campus Climate Report at the November 4 Senate meeting. They will have 10 minutes for the report and 10 minutes for questions.

9) Committee Reports

- a) Linda Walters gave the report for Research Council. Reid Oetjen gave the report for the Ad Hoc Budget and Labor Crisis Response Committee. He asked the Steering Committee to consider disbanding the committee. Motion to disband the Ad Hoc Budget and Labor Crisis Response Committee, second, vote taken electronically via Zoom, 15 yes/0 no, motion passes. Chair Harrington thanked the committee and discharged them. Chair Harrington gave the report for the Information Technology Committee. See Attachment D for full reports.

10) Other Business

- a) A senator stressed that faculty should continue to be involved in pandemic issues and would like to keep the Ad Hoc Health and Safety Crisis Response Committee in session. Senator King said they plan to keep the committee going at least through the winter due to possible spikes.

11) Meeting adjourned at 4:12 p.m.



Faculty Senate

Reviewed and submitted for approval by

Kristine J. Shrauger

Kristine Shrauger
Faculty Senate Secretary

11-10-2021

Date

Steering Committee Attendance
October 21, 2021

First Name:	Last Name:	College/Unit:	College/Unit: - Other - Text	Meeting Role:	Meeting Role: - Guest Title
Keith	Koons	CAH		Steering Committee Member	
Keri	Watson	CAH		Steering Committee Member	
Reid	Oetjen	CCIE		Steering Committee Member	
Nina	Orlovskaya	CECS		Steering Committee Member	
Mike	Proctor	CECS		Steering Committee Member	
Adam	Wells	CHPS		Steering Committee Member	
Tina	Dow	COM		Steering Committee Member	
Steve	King	COM		Steering Committee Member	
Dawn	Eckhoff	CON		Steering Committee Member	
Luca	Argenti	COS		Steering Committee Member	
Linda	Walters	COS		Steering Committee Member	
Jim	Moharam	CREOL		Steering Committee Member	
Kelly	Semrad	RCHM		Steering Committee Member	
Missy	Murphey	UL		Steering Committee Member	
Kristine	Shrauger	UL		Steering Committee Member	
Joe	Adams	Other	Office of the Provost and Academic Affairs	Guest	
Lucretia	Cooney	Other	Faculty Excellence	Guest	Director

Steering Committee Attendance
October 21, 2021

Jana
Johnson

Jasinski
Michael

Other
Other

Faculty Excellence
Office of the Provost

Guest
Guest

Vice Provost
Interim Provost

Faculty Senate Steering

Thursday, October 21, 2021, 3 p.m. to 5 p.m.

Charge On Conference Room 340, Student Union

Meeting also on Zoom and live-streamed

[Your role: Provide a provost's report of up to 10 minutes and then answer questions. Joe Harrington will introduce you.]

- Thank you, Joe, and good to be here with all of you in person.
- It's a busy time, stressful for some ... important to recognize that many good things are happening on many fronts at the university ...
- Physicist Dan Britt is part of team to analyze data from NASA's Lucy mission
 - Lucy launched Saturday, has captivated people across the globe
- Our UCF Moot Court teams recently placed first *and* second in winning the University of Chicago's Invitational Tournament
 - Topped 26 other teams from Yale, the University of Chicago and the University of Toronto, among others
- The Association for Counselor Education and Supervision recently honored our counselor education program with its master's program award
 - Also, J. Richelle Joe, associate professor of counselor education, received the association's Outstanding Teaching Award
- Hispanic Outlook magazine has ranked UCF the No. 5 in the nation for conferring bachelor's degrees to Hispanics
 - About 28 percent of our student body identify as Hispanic
- Another record year in research funding, \$213 million, despite pandemic
 - Five straight years of increases
- UCF's Sudipta Seal and Griff Parks teamed with Kismet Technologies to create a long-lasting cleaning agent that protects against viruses for up to a week; we'll report on this at a BOG meeting in November

COVID

- The pandemic has not ended but we have reached a stable point
- So far managed to avoid runaway infection, and cases are relatively low
- We reached 71% students fully vaccinated, and expect to hit 75%
- Based on CDC guidelines for educators, all faculty and staff vaccinated at least six months ago are eligible for boosters. Ask to schedule through [vaccine.gov](https://www.vaccine.gov).

- UCF's supply limited
- I am increasingly optimistic that this will end up a successful semester. Pandemic isn't over, but we may be heading into the stage where COVID is endemic – something we learn to live with.

President's 2021 Strategic Investment Program underway

- First of the Strategic Investment Program categories finalized: 17 Jump Start projects selected among 60 applicants
 - UCF Today awards announcement story posted this afternoon
 - Lead investigators from six colleges (CAH, COM, Grad Studies, COS, Optics/Photonics, Engineering, plus Office of Research)
- Other two funds – Academic Excellence and Student Success – being evaluated now.
- Remainder of the strategic fund – pulled from colleges and administrative areas – earmarked for raises; but this depends on successful negotiations with unions

Administrator review

- Senate passed resolution last November (2020-2021-6, see bottom of these remarks) on a five-year review of faculty-facing vice presidents and vice provosts; president and I agreed, and are working on a process
- Wanted you to see the administrators who might be involved
- (Staff will show your review schedule on screen at your cue)

Deans and Searches

- Dr. Maggy Tomova, dean of the College of Sciences, joined us Monday from the University of Iowa
- Beau Case from the University of Toledo is our founding dean of Libraries, starts in four weeks
- National search underway for FCTL director
- Nationwide search for CCIE starting; search committee named, firm hired, Deans Mary Lou Sole and Sheila Amin Gutiérrez de Piñeres co-chair
- Search also getting started for Associate Provost for UCF Downtown, chaired by Jana Jasinski

2020 Make-up Ceremony

- Reminder: About 1,700 graduates expected to participate
 - Friday, Nov. 5, 9 a.m., Additional Financial Arena
 - Part of UCF's 50th homecoming celebration

- Commencement speaker is three-time UCF grad Darin Edwards, who developed Moderna's COVID-19 vaccine

Closing

- I am grateful for all that you and your colleagues continue to do to advance inclusive excellence and to advance our university
- Thank you, glad to take questions

Resolution 2020-2021-6

Five-Year Review of Faculty-Facing Vice Presidents and Vice Provosts

Whereas, The University of Central Florida is committed to an open and transparent evaluation process for all faculty, staff, and administrators; and

Whereas, many faculty-facing vice presidents and vice provosts have not had an evaluation that included broad and meaningful input from all the stakeholders that the vice presidents and vice provosts interact with and over which they have supervision; and

Whereas, the current evaluation process does not provide adequate input from faculty and other relevant stakeholders into the initial or recurrent evaluation of many faculty-facing vice presidents and vice provosts; and

Whereas, UCF has a well-developed evaluation process for deans at five-year intervals, which includes specific steps such as the charging of an evaluation review committee led by a peer, the filling of the committee with designated categories of faculty, staff, student, and administrative members, campus communication of the evaluation, feedback of the dean's performance provided by a survey, committee review of the feedback, and delivery of a report to the provost; therefore

Be it Resolved that the offices of the president and provost develop a procedure for five-year evaluation of all faculty-facing vice presidents and vice provosts that mirrors the review committee process developed for deans; and

Be it Further Resolved that faculty and all relevant stakeholders have the ability to provide feedback concerning the strengths and weaknesses of the vice presidents or vice provosts to this review committee; and

Be it Further Resolved that the president or provost shall use the committee report as advisory in nature to make a decision to renew or discontinue appointment of the vice president or vice provost under review.

- *Approved by the Steering Committee on November 12, 2020.*
- *Approved by the Faculty Senate on November 19, 2020.*

- *Transmitted to Interim Provost Michael Johnson on December 15, 2020.*
- *Approved by Interim Provost Michael Johnson on December 17, 2020 noting, "I will work with Faculty Excellence to develop processes. They will not be exactly the same as the procedure for deans, but will share the characteristic of getting input from stakeholders across the university."*

Name	Title	Administrative Appointment start date	last 5 year review	Next 5 year review
<u>Vice Presidents</u>				
Rhonda Bishop	Vice President for Compliance and Risk Interim Vice President and CEO UCF Foundation	2019	N/A	2023-24
Karen Cochran		2021	N/A	
Youndy Cook	Interim Vice President and General Counsel Interim Vice President for Student Development and Enrollment Services	2020	N/A	
Adrienne Frame		2021	N/A	
Deborah German	Vice President for Health Affairs Vice President for Diversity, Equity, and Inclusion	2006	2017-18	2022-23
Andrea Guzman		2021	N/A	2025-26
Matthew Hall	Vice President for Technology and CIO	2021	N/A	2025-26
Gerald Hector	Senior Vice President for Administration and F	2020	N/A	2024-25
Michael Johnson	Interim Provost and Vice President	2020	N/A	
Elizabeth Klonoff	Vice President for Research	2016	2020-21	2025-26
Terry Mohajir	Vice President and Director of Athletics Vice President for Government & Community Relations and Associate General Counsel	2021	N/A	2025-26
Janet Owen		2018	N/A	2022-23
<u>Deans</u>				
Theodorea Berry	Undergraduate Studies	2020	N/A	2024-25
Beau Chase	Libraries	2021	N/A	2025-26
Deborah German	Medicine	2006	2017-18	2022-23
Michael Georgiopoulos	Engineering and Computer Science	2013	2017-18	2022-23
Sheila Amin Gutiérrez de Piñeres	Honors	2018	N/A	2022-23
David Hagan	Optics and Photonics	2021	N/A	2025-26

Christopher D. Ingersoll	Health Professions and Sciences	2019	N/A	2023-24
Paul Jarley	Business Administration	2012	2016-17	2021-22
Elizabeth Klonoff	Graduate Studies	2016	2020-21	2025-26
Jeff Moore	Arts and Humanities	2016	2020-21	2025-26
Mary Lou Sole	Nursing	2015	2019-20	2024-25
Maggy Tomova	Sciences	2021	N/A	2025-26
Youcheng Wang	Rosen Hospitality Management	2018	N/A	2022-23
TBD	College of Community Innovation and Education			

Vice Provosts

Theodorea Berry	Student Learning and Academic Success	2020	N/A	2024-25
Thomas Cavanagh	Digital Learning	2017	N/A	2021-22
Jana Jasinski	Faculty Excellence	2018	N/A	2022-23

Note: Deans have five year appointments

Note: Interim time not included

Note: 5 year review schedule = first review in the fifth year

Note: only regular appointments provided five year review date

00:34:58 FS - Missy Murphey: it's very muffled
00:35:48 FS - Joseph Harrington: Is it still muffled?
00:36:00 FS - Missy Murphey: no, he fixed it
00:42:11 G - Joe Adams:
<https://www.ucf.edu/news/17-teams-awarded-almost-5-million-in-jump-start-awards/>
00:44:47 FS - Joseph Harrington: can you see it online?
00:46:34 FS Tina Dow: We were able to see it.
00:51:20 FS - Keri Watson (she/her): Per the Chronicle of Higher Education it seems to effect most public research universities
00:52:25 G - Joe Adams: Here's a link with more information about awarded Jump Start projects, including collaborators, as part of the President's Strategic Investment Program: <https://provost.ucf.edu/sip-awards/>
00:55:00 FS - Missy Murphey: he is very clear over zoom, perhaps it's the sound system
00:55:13 FS - Keri Watson (she/her): Yes – can hear fine on zoom
00:55:39 G - Joe Adams: Dr. Deichen recently sent an email to faculty that explained how to access booster shots.
01:04:01 FS - Keri Watson (she/her): It was easier to hear Joe before (at least for me)
01:07:13 FS - Keri Watson (she/her): I prefer the fully virtual.
01:09:03 FS - Luca Argenti: I am with Keri, I also prefer the virtual version, as it seems to reduce tech glitches (and it cuts 15'+15' for getting physically to and from SU)
01:21:24 FS - Bill Self: Thank you for helping the Research Council fully and actively engage! This is why we elevated the Research council from a joint committee to a operational committee
01:29:58 FS - Luca Argenti: I go to the cafeteria daily and it works great: all of us should eat there ;)
01:33:00 FS - Keri Watson (she/her): Thank you, Mike. I appreciate you saying this. This is particularly important for our faculty and students with small children because we can be carriers.



Faculty Senate

Faculty Senate
Committee Reports
October 21, 2021

Budget and Administrative Committee

Chair – Tina Buck; Vice Chair – Adam Wells

Request to Speak at Senate/Steering

No update

Information Technology Committee

Chair – Glenn Martin; Vice Chair – Lee Dotson; Steering/Senate Liaison – Joseph Harrington

Request to Speak at Senate/Steering

October 12, 2021

Committee met for about an hour. Discussion was held on topics of Linux support and the upcoming IT strategic plan. In addition, to basic Linux support that will be organized through Chad Macuszonok and Shafaq Chaudhry in Office of Research IT, helping faculty with machine specifications (for a purchase process) will also be supported through Office of Research IT. Matt Hall (CIO) reviewed the major September 16, 2021 outage and went through issues that occurred and future plans to avoid those points of failure. Within the upcoming IT strategic plan, Matt Hall discussed issues with the wireless network that they hope to address, the committee discussed items that might be in the “common good” for UCF and UCF IT to cover. Proposed committee product for the year is a process/policy for evaluating what software is common-good and how to determine charging.

Personnel Committee

Chair – Edwin Torres; Vice Chair – Adam Parrish

Request to Speak at Senate/Steering

October 13, 2021

Personnel Committee with Chair Edwin Torres calling the committee to order. We discussed the Topics List forwarded to us by Steering. We marked as closed the following topics: Required Faculty Training; Extension of Tenure Clock due to COVID; Emeritus Policy; and Spousal Conflict of Interest. We deferred Faculty Grievances to the UCF Union and Out-of-Unit Faculty Benefits to the Benefits Committee. Topics continuing to be considered by the Personnel Committee are: Faculty Exit and Stay Interviews; Faculty Involvement in Hiring; Anonymous Supervisor Surveys; Faculty Administrative Action; Award Structure for TIP, RIA, SOTL, etc.; Faculty Salary Compression.

Research Council

Chair – Linda Walters; Vice Chair – Shawn Burke

Request to Speak at Senate/Steering

October 18, 2021 – Policy Committee

Policy Committee: This committee has met twice with UCF Global/OR to share suggestions and concerns about the draft Faculty International Travel policy. UCF Global was very responsive



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after the first meeting and made significant changes to the document based on faculty input. The revised document was shared with all faculty members through Faculty Senate and there were a significant number of faculty responses via email. Other interested faculty joined the zoom meeting on Monday, October 18. The second meeting was attended by Global/OR. Faculty shared additional questions/concerns about the revised draft policy. By November 1, the draft policy will go to the UCF Policy and Procedures Committee. Once posted by them, faculty will have an additional 2 weeks to comment on draft policy.

October 11, 2021 - Compliance Committee

Committee is working on 2 agenda items. First is looking at EHS concerns and experiences since EHS moved out of OR in 2019. Second is determining how best to get a Research Misconduct Review Committee in place to expedite response time.

October 11, 2021 - Internal Research Committee

Committee focused on 2 issues. First was understanding how UCF does and should deal with technology and equipment not managed by facilities. Who is responsible for maintenance and upkeep? Second, Dr. Klonoff asked the group to formulate a transparent workflow process for when a faculty member asks OR to purchase software.

Graduate Council

Chair – Stacy Barber; Vice Chair – Valeriya Shapoval

Request to Speak at Senate/Steering

October 20, 2021 – Graduate Policy Committee

Committee voted for new language concerning the ability of students to reapply for a graduate program, after they have been dismissed for low grades.

October 8, 2021 – Graduate Program Review and Awards Committee

The committee approved the Biomedical Engineering PhD from the Department of Mechanical and Aerospace Engineering in the College of Engineering and Computer Science.

Undergraduate Council

Chair – Jeffrey Kauffman; Vice Chair – Tina Dow

Request to Speak at Senate/Steering

The UPCC did not meet this month.

Since Kuali is being implemented in a staged process that prioritizes courses and then programs, we anticipate being able to consider course changes in the coming months. In the meantime, we will be addressing items from the topics tracker.

October 12, 2021 - UCRC

As we are still awaiting the complete implementation of Kuali, there were no courses available for approval at that time. During the meeting, Drs. Theodora Berry and Wayne Bowen gave a brief discussion on the General Undergraduate Requirement Committee (GURC) and its role in the approval of General Education Program (GEP) courses. Unlike Digarc, Kuali can recognize all designated GEP courses. As GURC has now been built into the workflow, they will receive GEP courses before the UCRC. In addition, Dr. Tim Letzring gave a Kuali update. Danielle Hutson, the UCRC Coordinator, walked the committee through Kuali, discussing the role of individual members in the course review process with the new operating system.

Ad Hoc Budget and Labor Crisis Response Committee

Chair – Reid Oetjen; Vice Chair – Kelly Semrad



Faculty Senate

Request to Speak at Senate/Steering

Committee has not met. Survey sent to members to determine whether to continue ad hoc committee. Will bring agenda item to next Steering Committee meeting.

Ad Hoc Bylaws Committee

Chair – William Self

Request to Speak at Senate/Steering

We have not met since the last senate update, we will be scheduling a meeting in November to review a number of items and discuss how to move forward with bylaw changes and discuss the potential for a constitution revision.

Ad Hoc Committee on Civil Discourse

Chair – William Self

Request to Speak at Senate/Steering

Ad hoc committee on Civil Discourse: We have a meeting scheduled for October 25th to discuss our charge and discuss civil discourse at UCF.

Ad Hoc Health and Safety Crisis Response Committee

Chair – Stephen King; Vice Chair – Victoria Loerzel

Request to Speak at Senate/Steering

October 5, 2021

The committee examined and discussed the following positive trends on campus since the fall semester started: (1) lower COVID cases on campus, comparable to what we had in April 2021; (2) lower positivity rates now (~2%) versus earlier (~11%); (3) wastewater testing for COVID seeing a drop since high after first home football game; (4) vaccination rates among students is ~70%. Questions from the committee: (1) What is the plan for booster shots of the vaccine at UCF? (2) What is the plan for future changes to campus guidance for events if pandemic conditions continue to improve?

Ad Hoc Equity, Inclusion and Diversity Committee

Chair – Kristine Shrauger

Request to Speak at Senate/Steering

The committee has been put in hiatus for the fall semester and is waiting to see what direction Andrea Guzman, VP for DEI, takes the Leadership Council and how Faculty Senate can interface with the Council.