



Faculty Senate

Steering Committee

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

YouTube Link to access recording: <https://youtu.be/zG3kybsKk7c>

- 1) Quorum reached and Vice Chair King called the meeting to order at 3:02 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 *October 21, 2021*
 - a) Motion to approve minutes, second, vote taken electronically via Zoom with 11 yes/0 no votes. Motion passes.
- 4) Recognition of Guests
 - a) Joe Adams, Senior Communications Director, Academic Affairs
 - b) Patrick Burt, Associate Vice President, Communications and Marketing
 - c) Lucretia Cooney, Director, Faculty Excellence
 - d) Jana Jasinski, Vice Provost, Faculty Excellence
- 5) (00:03:00) Report of the Provost – *Vice Provost Jana Jasinski for Interim Provost Michael Johnson*
 - a) Vice Provost Jana Jasinski congratulated the UCF Cyber Defense team, the Hack@UCF Knightsec team, UCF Pegasus Professors Deborah Beidel and Sudipta Seal, and Physics Professor Humberto Campinis for their accomplishments. She also spoke about the new Ph.D. program in Biomedical Engineering, commencement ceremonies, COVID, student success and enrollment, deans and searches. For the complete report, please see Attachment B.
 - b) Discussion was held between Steering Committee members and Vice Provost Jasinski regarding low student attendance and reasons students prefer to attend classes online.
- 6) (00:23:00) Announcements – *Joseph Harrington*
 - a) Chair Harrington spoke about the Board of Trustees meeting, communications between faculty and administration and Faculty Senate and faculty, and the BOT's 2021-2022 goals for the president. For full report, please see Attachment C.
 - b) Discussion regarding how to get employees and students more engaged. A senator encouraged Steering Committee members to bring information back to the faculty at their colleges. Another senator suggested scheduling Gerald Hector for a future senate meeting to discuss the budget.
- 7) (00:54:00) Old Business
 - a) COVID on Campus Discussion – no further discussion



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- b) Modality for January 6, 2022, Steering Meeting – In Person or Virtual?
 - i) Discussion whether to hold meeting hybrid or remote only. Two votes were taken. Vote taken electronically via Zoom, 1st vote: hybrid modality with members committing to meet in person (10) or remote only (5) – meeting will be held hybrid, 2nd vote: Hybrid (11)/Virtual (5) – meeting will be held hybrid.

- 8) (01:05:00) New Business
 - a) Agenda Items for December 2, 2021, Senate Meeting
 - i) Discussion of whether to ask Gerald Hector, Senior Vice President for Administration and Finance, to present the new budget model at the next Faculty Senate meeting.
 - ii) Motion to bring Gerald Hector for Campus Climate Report, second, discussion regarding topics to request.
 - iii) Amendment to motion: invite Gerald Hector to present under New Business on university budget model, to send a PowerPoint presentation that he gave at the Board of Trustees meeting to senators, and provide time for Q&A, second.
 - iv) Final motion which includes all amendments previously discussed: to send links to senators of the Board of Trustees presentation on budget model, invite Gerald Hector to present and take questions and send questions to Gerald Hector in advance of his presentation. Vote take electronically via Zoom, 15 yes/1 no, motion passes.
 - v) A senator suggested having a student come to a future senate meeting to provide a perspective of why students are not wanting to attend classes in person. A suggestion was made for Austin Wilson, the Vice President for Student Government Association, to speak as he attends the Senate meetings. This will be requested as an agenda item for the January meeting.
 - b) Termination of Inactive Ad-Hoc Committees
 - i) (01:32:00) Motion to take this item first before the Mid-Year Committee Status Reports, second. Discussion on whether to close inactive Ad-Hoc Committees: Governance Committee, Governance Subcommittee on Service, Salary Equity Study Committee, and Internal Communications Committee. Motion to close these committees, second. Vote taken electronically via Zoom, 17 yes/0 no, motion passes.
 - c) Mid-Year Committee Status Report of Agenda, Topics and Potential Resolutions
 - i) (01:36:00) Each chair/liaison gave a quick status report on items considering or yet to be considered. Undergraduate Council – no change from committee report submitted; Graduate Council – no change from the committee report submitted; Budget & Administrative Committee – no change from committee report submitted, no resolutions forthcoming; Information Technology Committee – no change from committee report submitted, no pending resolutions; Personnel Committee – no change from committee report submitted, no upcoming resolutions; Research – no change from committee report submitted, no resolutions pending. Ad Hoc Committee on Civil Discourse has met, Ad Hoc Bylaws Revisions Committee meeting in



Faculty Senate

December. Ad Hoc Equity, Diversity and Inclusion Committee has not met, sent message to Vice President Andrea Guzman asking status of former Equity, Inclusion, and Diversity Leadership Council and asking to join. Ad Hoc Health and Safety Crisis Response Committee is meeting regularly, no resolutions pending.

9) Committee Reports

- a) See Attachment D for full reports.

10)(1:58) Other Business

- a) Senator Koons told the Steering Committee that the University of Florida reversed their decision and is allowing faculty to testify as expert witnesses in any relevant court case, including against the Governor.
- b) Senator Wells asked about the J1 Scholar topic for Budget & Administration Committee. Senator Argenti brought the topic forward and will discuss with Senator Wells after the meeting.

11) Meeting adjourned at 5:02 p.m.

Reviewed and submitted for approval by

Kristine J. Shrauger
Kristine Shrauger
Faculty Senate Secretary

12/15/2021
Date

Steering Committee Attendance
November 18, 2021

| First Name | Last Name: | College: | College/Unit: - Other | Meeting Role: | Meeting Role: - Guest |
|------------|------------|----------|-------------------------------------|---------------|---|
| Keith | Koons | CAH | | Steering | |
| Nina | Orlovskaya | CECS | | Steering | |
| Shawn | Burke | CGS | | Steering | |
| Tina | Dow | COM | | Steering | |
| Luca | Argenti | COS | | Steering | |
| Linda | Walters | COS | | Steering | |
| Missy | Murphey | UL | | Steering | |
| Keri | Watson | CAH | | Steering | |
| Reid | Oetjen | CCIE | | Steering | |
| Adam | Wells | CHPS | | Steering | |
| stephen | King | COM | | Steering | |
| Bill | Self | COM | | Steering | |
| Joseph | Harrington | COS | | Steering | |
| Jim | Moharam | CREOL | | Steering | |
| kelly | semrad | RCHM | | Steering | |
| Kristine | Shrauger | UL | | Steering | |
| Michael | Proctor | CECS | | Steering | |
| Lucretia | Cooney | Other | Faculty Excellence | Guest | Director |
| Jana | Jasinski | Other | Faculty Excellence | Guest | Vice Provost Associate VP for Communications and Marketing |
| Patrick | Burt | Other | UCF Communications and Marketing | Guest | Communications and Marketing |

Faculty Senate Steering

Thursday, November 18, 2021, 3 p.m. to 5 p.m.

Charge On Conference Room 340, Student Union, with Zoom option

- UCF has again won the U.S. Department of Energy Cyber Defense Competition
 - Collegiate teams from across the country compete against each other as they thwart a simulated cyberattack.
 - UCF beat out 119 other teams that represented 105 universities from 33 states and the District of Columbia
 - This is the fifth time UCF has competed in the CyberForce Competition, earning first or second place each time.
- Our Hack@UCF's Knightsec team recently captured 2nd place in the Fall 2021 National Cyber League competition
- UCF Pegasus Professors Deborah Beidel and Sudipta Seal Inducted into Academy of Science, Engineering and Medicine of Florida
 - This a group that brings together the nation's most distinguished scholars who live and work in Florida
- Physics Professor Humberto Campinis has been named Jefferson Science Fellow
 - He's a global expert on asteroids and is the fourth UCF professor to receive the national honor
 - He will report to Washington D.C. beginning in the next week to spend a year advising the U.S. Department of State
- BOT approved our new Ph.D. program in Biomedical Engineering
 - Now moves to BOG for approval
 - Fall 2022 is proposed implementation
 - Department of Mechanical and Aerospace Engineering
 - Originated from talent of faculty, student demand and industry needs
- Had a successful make-up commencement for 2020 graduates during homecoming
 - Speaker was three-time UCF graduate Darin Edwards, who led development of Moderna vaccine.
 - He was inspiring and I am very glad his fellow graduates could hear from him.
- Next commencements are December 17-18, Friday and Saturday,

- Three ceremonies on Friday (9 a.m., 2 + 7 p.m.), one Saturday (9 a.m.)
- Approximately 6,200 degrees to be awarded
- A crowning achievement, and reminder of how we elevate lives and enhance society

COVID

- The Delta wave peaked as the semester began.
- We managed to avoid runaway infection, and cases are relatively low
 - We expect to hit 75% vaccination rate among students (one shot rate is 76.1%)
 - We think it is much higher with faculty and staff
- Spring classes are being planned like a pre-pandemic semester
- We need to remain prepared for the possibility of another wave
- But perhaps heading into the stage where COVID is endemic – something we learn to live with

A brief summary of student success and enrollment

- Positive news on fall FTIC retention rate, just below 92 percent at 91.9
 - That's up from 91.5 percent in 2019, down slightly from last year (92.2)
 - The fall 2020 rate was boosted artificially by our decision in spring 2020 to allow students to select S/U grading, and also later withdrawals, to help them deal with the sudden move to remote learning
- Fall enrollment settled at 70,406
 - Down from 2020, up slightly from 2019
 - You may recall we purposefully reduced FTIC admissions to pull back from the bump in enrollment from last fall; transfers also decreased

Deans and Searches

- Dean Pamela “Sissi” Carroll – the founding dean of the College of Community Innovation and Education – is retiring at the end of this semester. She has done an outstanding job, and we wish her the best.
 - Nationwide search underway, search committee named, firm hired, Deans Mary Lou Sole and Sheila Amin Gutiérrez de Piñeres co-chair
 - Glenn Lambie will take the reins as interim dean beginning December 20. Currently serving as associate dean of Graduate Affairs and Faculty Excellence at CCIE
- Searches also underway for FCTL director and the Associate Provost for UCF Downtown

Closing

- In this season of thanks, I am grateful that the pandemic did not greatly interrupt our fall semester – and deeply grateful for all that our faculty, staff and students have done to come through a challenging time

Faculty Senate Chair Remarks
Steering Committee Meeting
November 18, 2021

Faculty Senate being asked by the BOT, administration, and faculty to step up in several ways

Communications Red Flags

- Most faculty unaware of Senate's work, role in policy, and access
- Unaware that President and Provost report to us and take questions
- Don't see intense administration activity to fix UCF's finances
- Don't see their focus on student success, concern for faculty
- Few faculty show up for Strategic Planning workshops
- Most faculty are not aware of UCF/SUS/BOG governance structure or money flow
- Most faculty don't know metrics we're judged by

Senate must

- Communicate what's going on better to faculty
- Motivate faculty engagement in university business and planning
- Collect faculty feedback
- Get their questions answered

New Senate communications strategy

- (Already doing) short, readable committee meeting summaries
- Posting these on committee blogs
- Summaries of Senate, Steering, BOT, key admin committees with video time tags
- Email invites to all faculty before Senate, summaries of meetings
- Monthly Newsletter with 1-3 articles, meeting summaries, emailed and posted
- Social media channels pointing to newsletter, meeting summaries



Faculty Senate

Faculty Senate
Committee Reports
November 18, 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

November 9, 2021

Committee met for about an hour. Mr. David Zambri, UCF's new Chief Information Security Officer, visited and took questions after a brief presentation. One topic discussed was the need for 365/7/24 security monitoring (without necessarily a 365/7/24 staff presence). Committee then had a discussion on "software for the common good" and various methods that might be used to make that decision at the university, college, and department levels. Ideas for a "clearinghouse" of available software as well as a way for faculty to indicate interest in software (a potential license sharing connection) were also discussed.

Personnel Committee

Chair – Edwin Torres; Vice Chair – Adam Parrish

Request to Speak at Senate/Steering

November 10, 2021

The Personnel Committee hosted a presentation by Keana Galloway - the EEO & Search Compliance Manager- and her team to discuss the topic UCF faculty search and hiring policy. She revealed that her team is reviewing the current process and considering possible revisions. Given a 45-minute discussion of the topic, Keana agreed to welcome input from the Personnel Committee on revisions. To facilitate input, the Personnel Committee established a "Faculty Involvement in Hiring" sub-committee to work with Keana Galloway and her team. Subcommittee members consist of: Luca Argenti, Adam Parrish, and Karol Lucken. The Personnel Committee also discussed the topic Faculty Exit & Stay Interviews. Subtopics discussed included: the recent increase in voluntary departures from UCF; shortcomings and deficiencies in the current system to gather meaningful insights into departures; and HR's desire to standardize the interview process. The Subcommittee on Faculty Exit & Stay Interviews will continue to monitor this process, provide faculty input to HR, and report back to Personnel in the future. Before adjourning, the Committee cancelled the December 8, 2021 meeting.

Research Council

Chair – Linda Walters; Vice Chair – Shawn Burke

Request to Speak at Senate/Steering

November 15, 2021



Faculty Senate

The three committees of the Research Council met together on November 15, 2021 to update all members, discuss ideas, and distribute tasks for the upcoming months. Dr. Klonoff and Dr. Schoenfeld also attended the meeting.

Policy Committee (Chair: Scot French): This committee has completed their work on two draft policy documents (Research Misconduct, International Travel for Faculty). The upcoming agenda items for this group will be 1) understanding the faculty perception of credit splits associated with grant proposals and sunsetting centers/institutes which are no longer active.

Compliance Committee (Chair: Shawn Burke): This committee has sent out a survey to ADRs (Associate Deans of Research) to determine if the move of EHS to UCF Compliance has impacted faculty research. They have also been working on a plan to have faculty "on call" to assist with Research Misconduct investigations to speed up the process. Upcoming agenda items include establishing a plan to have faculty "on call" to serve on a Graduate Faculty Status Inquiry Committee.

Internal Research and Facilities Committee (Chair: Chris Emrich): This group has provided OR input on the SEED grant rfp; potential for writing resolution to change from one UCF Excellence in Research award to 3 awards; Software survey to understand faculty needs and workflow on how UCF determines what software to purchase on campus-wide licenses; how to deal with aging or broken large pieces of equipment/space used in faculty research that is not covered by grants. New items for the committee include how best to communicate to faculty all the services that OR provides and if/how OR should distribute all the RFPs they receive to faculty.

All 3 committees have been requested to discuss faculty compliance issues and how to get all faculty "into compliance" with their effort certification, COI, other required trainings.

Graduate Council

Chair – Stacy Barber; Vice Chair – Valeriya Shapoval

Request to Speak at Senate/Steering

November 17, 2021

The Graduate Policy Committee was previously notified that there were some areas of mismatch between university regulations and the policy of the Graduate College concerning Academic Misconduct. The Committee noted that there are some areas of the regulations that need updating. At the meeting today, the Committee voted to have Dr. Klonoff request that the BOT revise the regulations, and that the Committee would delay any discussion of aligning policies until the regulations have been revised. The Committee voted to revise the catalog language concerning late withdrawals, and to add catalog language specifying student use of the catalog year.

Undergraduate Council

Chair – Jeffrey Kauffman; Vice Chair – Tina Dow

Request to Speak at Senate/Steering

November 9, 2021 – Undergraduate Policy and Curriculum Committee



Faculty Senate

The UPCC met and approved a few program revisions. Bob Read (Digital Learning) presented and answered questions about the revised Distributed Learning Guidelines. The response to COVID required two revisions to accommodate synchronous video delivery and the proliferation of emergency faculty development and credentialing for online teaching. For those interested, the revised guidelines are at <https://cdl.ucf.edu/about/cdl/distributed-learning-guidelines/>.

November 2, 2021 – Undergraduate Course Review Committee

As Kuali is up and running, the UCRC had a Consent Agenda of six items and Action Agenda of three. All items except for two on the Action Agenda were approved. Two courses were tabled until the December meeting so that Committee concerns/questions could be addressed.

Ad Hoc Bylaws Committee

Chair – William Self

Request to Speak at Senate/Steering

No update

Ad Hoc Committee on Civil Discourse

Chair – William Self

Request to Speak at Senate/Steering

No update

Ad Hoc Health and Safety Crisis Response Committee

Chair – Stephen King; Vice Chair – Victoria Loerzel

Request to Speak at Senate/Steering

November 2, 2021

COVID cases: COVID cases remain low at UCF, following trends locally. The Delta variant and its sub-lineages are predominant. Vaccinations: Student health is continuing to vaccinate between 150-200 people per week. Booster shots: CDC has extended guidelines for eligibility, and many classes of people (including teachers and staff at UCF) are now able to get these boosters.

Conditions on campus: Current guidance on masks and gatherings were discussed, with questions regarding whether some restrictions will remain (mask guidance) whereas others may be decreased (limits on gatherings). Flu vaccinations: SGA has been encouraging this for students with cross-Florida competitions. Continued messaging for flu vaccines will help the COVID situation as well. Messaging about COVID: There was discussion of having the administration send a ~monthly update on COVID condition even if no significant changes have occurred. This would ensure that all stakeholders felt they had up to date and accurate information and can expect it into the future in case of a winter COVID spike. The recent email about booster availability was the first COVID specific messaging in about 2 months, which was considered too infrequent.

Ad Hoc Equity, Inclusion and Diversity Committee

Chair – Kristine Shrauger

Request to Speak at Senate/Steering

No Update