



Faculty Senate

Faculty Senate

Agenda for meeting of Thursday, November 02, 2023, 3:00 – 5:00 p.m.

Location: In person at the Charge on Chamber, Student Union, Room 340

For those unable to make the in person meeting due to travel, location, or health issues, there is a Zoom option:

<https://ucf.zoom.us/j/99022285378?pwd=eVI2NllYSSStBdjU0M2tQVTNxODFLUT09>

Passcode: 251294

1. Call to Order
2. Roll Call via Qualtrics:
3. Approval of Minutes of *October 5th, 2023*
4. Recognition of Guests
5. Announcements and Report of the Senate Chair
6. Report of the Provost
7. Unfinished Business
8. New Business
 - a) Advance Notification of Bylaws Resolutions forwarded by Steering Committee on October 19, 2023
 - i) Resolution 2023-2024-3 Bylaws Amendment: Commencements, Convocations and Recognition Committee Membership
9. Committee Reports
 - a) B&A Committee: Keri Watson, Chair of B&A Committee
 - b) IT Committee: Glenn Martin, Chair of IT Committee
 - c) Personnel Committee: Karol Lucken, Chair of Personnel Committee
 - d) Research Committee: Linda Walters, Chair of Research Council
 - e) Graduate Council: Danny Seigler, Steering Liaison for Graduate Council
 - f) Undergraduate Council: Tina Chiarelli, Chair of UCRC, Steering Liaison for Undergraduate Council
10. Campus Climate Report:
 - a) Library Report on Deaccessioning of Periodicals and Monographs
 - i) Beau Case, Dean of University Libraries
11. Other Business
12. Adjournment

Resolution 2023-2024-3
Bylaws Amendment Resolution
Commencements, Convocations and Recognition Committee Membership

Whereas, the Commencements, Convocations and Recognition Committee duties and responsibilities include, amongst other things, evaluation for emeritus status, honorary degrees, posthumous degrees, and other related awards; and

Whereas, the Commencements, Convocations and Recognition Committee was first established when the only faculty in the Faculty Senate and the only faculty eligible for emeritus status were tenured faculty; and

Whereas, non-tenure track faculty are now eligible to serve as senators of the faculty senate and are also eligible for the award of emeritus status; and

Whereas, the experience of a broad array of faculty is beneficial to understanding the full range of the duties and responsibilities of the Commencements, Convocations and Recognition Committee; therefore

Be it Resolved, to amend the Faculty Bylaws to remove the Commencements, Convocations and Recognition Committee membership requirement that faculty from the academic units must be tenured; and

Be it Further Resolved, to amend the Membership section of the Faculty Bylaws of the Commencements, Convocations and Recognition Committee to state *“The committee shall consist of one faculty member from each academic unit selected by the Committee on Committees, (in consultation with the president), two students selected by the president of the Student Government Association (in consultation with the president) and the president and the provost and vice president for Academic Affairs or their designees. All faculty committee members must be faculty holding the rank of associate professor or professor, associate or senior instructor, associate or senior lecturer, associate or university librarian, or associate or senior instructional designer. The president (or designee) shall identify other ex officio members. The chair is appointed annually by the president from the faculty membership. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be two years, staggered, with the exception of the student members, who shall serve for one year.*
“

COMMENCEMENTS, CONVOCATIONS, AND RECOGNITION COMMITTEE

CURRENT

The committee shall consist of **one tenured faculty member** from each academic unit, **and one Associate or University Librarian** selected by the Committee on Committees (in consultation with the president), two students selected by the president of the Student Government Association (in consultation with the president) and the president and the provost and vice president for Academic Affairs or their designees. The president (or designee) shall identify other ex officio members. The chair is appointed annually by the president from the faculty membership. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be two years, staggered, with the exception of the student members, who shall serve for one year.

PROPOSED

The committee shall consist of **one faculty member** from each academic unit selected by the Committee on Committees, (in consultation with the president), two students selected by the president of the Student Government Association (in consultation with the president) and the president and the provost and vice president for Academic Affairs or their designees. **All faculty committee members must be faculty holding the rank of associate professor or professor, associate or senior instructor, associate or senior lecturer, associate or university librarian, or associate or senior instructional designer.** The president (or designee) shall identify other ex officio members. The chair is appointed annually by the president from the faculty membership. The vice chair shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. Terms of service shall be two years, staggered, with the exception of the student members, who shall serve for one year.

Questions raised by Senators in preparation of the Library Deaccessioning Report

Overall Scope of the Project

- 1 What is the total number of holdings in the entire library (physical versus electronic)?
- 2 Do Research 1 libraries have a number of physical books or periodicals required or expected to be in their library?
- 3 What are the steps required to deaccession a single book? Which of these steps are required by law or regulation?
- 4 What are the total **external** costs for every step of the deaccessioning of the 4th floor?
- 5 Pictures have been circulated of reference books with large X's over the call numbers. Are these part of the deaccessioning process?
- 6 When will the deaccessioning process begin, when will it be ramped up to full speed, and when does it need to finish by?
- 7 What number of items need to be removed in the deaccessioning to make the space needed for renovations?
- 8 Of the items on the 4th floor, what number (or linear feet, or similar measure) can go elsewhere in the library and what number needs to be removed?
- 9 What would the estimated cost be of temporary offsite storage of ~50% or 100% of the 4th floor items for a 2 year period?
- 10 Would there be room for any offsite material to return to the library after renovations are complete?
- 11 According to fire codes, what is the current max occupancy for the building, and what will the max occupancy be after 4th floor renovation?
- 12 Have the UCF president and/or provost approved the deaccessioning plans and do they feel these plans support the research infrastructure investments in the UCF Strategic Plan? .

ARC

- 13 Instead of renovating the 4th floor, why don't we complete aisles 4 and 5 of the ARC, thus increasing the capacity of the library. The 4th floor could be renovated afterwards.
- 14 Since we are not purchasing additional robotic access, how much extra space do we have in the ARC and what will the extra space in the ARC be used for?
- 15 What number of books will need to be removed from the ARC to make room for new books coming in from the 4th floor?
- 16 What books or items will be in the non-robotic ARC space?

Donating Periodicals or Books

- 17 Can UCF departmental libraries accept or adopt books if no one else wants them? What about government docs? Periodicals? If not...then why not?
- 18 Why can't items be donated or given to faculty or departments? What would the cost be to donate items in terms of space needed, time, personnel, and money?

Details of Deaccession Criteria

- 19 Are any of the books being removed having this happen since they are "banned" due to their topic?"
- 20 Library materials that support existing classes are identified via library impact reports when the courses are generated. Will any of these materials be removed?
- 21 How many items to be deaccessioned have not been checked out in 10 years? 20 years? 30 years?
- 22 How do you identify items that are not checked out, but are browsed and returned, so still in "usage" without being checked out from the library?
- 23 What number of usages per item are needed to keep it?
- 24 What number of STEM items will be removed? What number of non-STEM will be removed?
- 25 What call numbers are considered STEM. Are only those call numbers being held to the formula based on a number of 3 or less checkouts in the last ten years for possible removal?
- 26 If we have 10 editions of a book, which editions would we keep during deaccessioning? The 1st edition, the most recent edition, or another plan?

Virtual Access

- 27 For current year journal and book acquisition, what % of our purchases are physical copies and what % are only virtual access?
- 28 How many of our physical books/items do we also have electronic access for?
- 29 What % of deaccessioned material will have permanent virtual access versus temporary virtual access?
- 30 How permanent is permanent access in the virtual book world?
- 31 For all the older journals being removed, what % will have permanent virtual access, and what % have temporary virtual access?
- 32 If we have less physical books, we can expect more interlibrary loan requests. Will we need extra librarians to handle the expected increased volume ?

Communication

- 33 How can faculty see a list of what is to be donated or removed? If no list is being provided to faculty, why not?
- 34 Where have the plans for the removal of items from the library been shared with faculty in a way to allow feedback from faculty?
- 35 What aspects of the deaccessioning plan could be altered based on the conversation here today and other consultations with faculty?
- 36 What does it mean when you said you consulted faculty? Which faculty did you consult with? Was the interaction a consultation or just information about the impending process? .
- 37 If faculty are not being consulted on a case by case basis before removal, in what way are faculty being consulted?
- 38 Have Librarians been able to inform or consult with campus faculty about the deaccessioning process?