



Faculty Senate

Steering Committee

Minutes for meeting of Thursday, November 20, 2025, 3:00 pm

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

1. Call to Order – 3:01
2. Roll Call via Qualtrics
3. Approval of Minutes of October 23, 2025 – Minutes approved as written.
4. Recognition of Guests –
 - John Buckwalter, Provost
 - Joel Cramer, Interim Vice Provost
 - Tim Letzring, Senior Associate Provost
 - Jason Phillips, Chair, Faculty Senate Campus Safety and Security Committee
 - Scott Marrow, Provost Office Communications
5. Announcements –
 - **Allocation Options:** Senators are considering allocation options for each voting unit, and nearly half of the units have identified the options they will vote on. Steering members were asked to follow up with their senators to ensure their units identify voting options if they have not already done so.
 - **Faculty Collaboration & Engagement Committee:** The Senate emailed all faculty a survey to gather input on topics under review by the committee. Steering members were asked to encourage faculty in their units to complete the survey to ensure strong participation. The committee will also meet with Kevin Yee on November 21st to discuss various aspects of AI at UCF.
6. Report of the Senate Chair –
 - Florida DOGE and Funding Discussion:**

The Chair reported on recent fiscal data indicating that UCF is the most efficient university in the State University System from a taxpayer perspective, educating the most students at the lowest cost to the state. While this reflects positively on UCF's efficiency, it also highlights that the university is significantly under-resourced for the level of teaching it provides.

The Chair noted three key points being shared in conversations about the data:

 1. **State Investment Impact:** If the state chooses to invest in higher education, UCF would produce the greatest number of graduates per dollar invested compared to other SUS institutions.
 2. **Under-Funding Concerns:** UCF's ongoing efficiency comes with strain and stress on the institution, which could eventually lead to a breaking point without additional resources.

3. **DOGE Report:** The upcoming Florida DOGE report may help make the case for increased state funding for UCF.

The Chair also shared a concern regarding the potential use of the DOGE program to consolidate academic programs across the SUS. Specifically, there is a possibility that the state may determine that certain majors or departments do not need to be offered at all 12 universities, potentially leading to program closures and limiting certain majors to only a few institutions. This would represent a major and concerning shift.

The Chair encouraged faculty to consider factors that could influence which programs remain at which universities, such as program prestige, taxpayer efficiency, political considerations, and uniqueness. UCF holds strength in efficiency and has prestige in some programs, but uniqueness is an area where faculty and units can be proactive.

The Chair urged all programs, majors, institutes, centers, and clusters to identify what makes their work distinct from similar programs across the state and to actively communicate these unique qualities. This includes highlighting uniqueness on websites, in curricula, and in marketing materials. Demonstrating distinctiveness may help protect and strengthen programs if DOGE decisions move in this direction. Even if the concern does not materialize, emphasizing program uniqueness benefits recruitment, legislative understanding, and public awareness.

7. Report of the Provost –

Provost Buckwalter provided updates on several topics. He noted that there will be a requirement from the BOG for syllabi to be posted on the first day of the spring semester for publication in a database for students. Graduate courses, individual research, thesis, and individual instruction classes are not included.

Associate Provost Tim Letzring added that related processes and systems will be tested during the summer 2026 semester in preparation for full implementation in the fall 2026 semester.

The Provost also shared that President Cartwright recently addressed accreditation issues at the national APLU meeting, given UCF's experience in switching accreditors.

Additional updates included:

- The College of Sciences Dean search is currently underway.
- The Graduate Dean search is also in progress, with the search committee now being formed.
- The Provost attended the most recent Board of Governors meeting and provided a brief overview.

Questions were posed to the Provost, followed by open discussion.

8. Unfinished Business- none

9. New Business

a) Resolution 2025-2026-4: Prioritization of Campus Safety

A motion was presented to approve Resolution 2025-2026-4 and forward it to the full Senate. Jason Phillips provided an overview of the resolution, noting that the funding for campus safety should come from the university rather than individual colleges or units, and emphasized the need for the university to prioritize security. Discussion followed. The motion to send the resolution to the Senate was approved.

b) Senate Agenda for December 4

i) Resolution 2025-2026-4: Prioritization of Campus Safety

ii) Campus Climate Report: Motion made to add Classroom Optimizer and Scheduler for the Senate Agenda. Motion approved.

c) Potential Amendment of the Steering Committee Bylaws

Chair King led an examination of references to the Steering Committee as written in the Constitution and Bylaws. Steering members brought up points to consider and discuss. Detailed examination of the duties and responsibilities for Steering Committee Bylaws led to suggested changes to the Bylaws to be followed up in a future Bylaw amendment resolution. Discussion of Steering membership led to broad exchange of views of multiple potential mechanisms that could be used, with further discourse to be continued at the next steering meeting.

d) Motion made and approved to jump to Other Business for seating of the Excellence in Professional Service Selection Committee. Jeff Kauffman and Aimee deNoyelles volunteered to join the committee along with Chair King.

10. Committee Reports- Committee reports were not presented at this meeting due to lack of time.

a) B&A committee, Jim Gallo, Steering liaison

b) IT committee, Crystal Maraj, Steering liaison

c) Personnel committee, Nicole Lapeyrouse, Steering liaison

d) Research Council, Linda Walters, Research Council chair

e) Undergraduate Council, Nicole Layeyrouse, Steering liaison

f) Graduate Council, Reid Oetjen, Steering liaison

11. Other Business- See New Business 9.d above

12. Adjournment – 5:03 p.m.



Faculty Senate

Daniel Seigler

10/24/2025

Daniel Seigler

Date

Secretary, Faculty Senate

Resolution 2025-2026-4
Prioritization of Campus Safety

Whereas, the University of Central Florida lacks a recurring central funding source for campus safety and security enhancements and maintenance; and

Whereas, the responsibility and source of funding to address and resolve ongoing campus safety concerns such as lighting, pedestrian safety, cameras, and access controls are presently passed on to individual campus units and divisions, such as the Student Government Association-funded initiative to increase visibility in low-traffic areas with lighting improvements; and

Whereas, this decentralization of responsibility to individual campus units and divisions without recurring funding results in campus safety and security enhancements and maintenance being deferred or not addressed; and

Whereas, a safe campus environment is an important factor in student recruitment and satisfaction; employee satisfaction and morale; general well-being of all UCF stakeholders; and

Whereas, studies by the National Institute of Building Sciences (FEMA, 2018) show for every dollar spent on mitigation, there is an average return of approximately \$6 in prevented losses; and

Whereas, the campus security improvements needed will prevent and mitigate crime, while aiding and assisting the University of Central Florida Police Department when responding to emergency situations, such as card readers for electronic access and automatic door locks for all exterior doors allowing buildings to be locked-down during emergency situations; therefore

Be It Resolved, that the Faculty Senate recommends to the University of Central Florida central administration, including UCF Facilities and Business Operations and UCF Public Safety, they provide additional support to campus safety with a recurring funding source for campus safety and security enhancements and maintenance, and

Be It Further Resolved, that the Faculty Senate recommends to the University of Central Florida central administration, including UCF Facilities and Business Operations and UCF Public Safety, develop a yearly plan and budget to fully address and resolve ongoing campus safety concerns related to lighting, pedestrian safety, cameras, and access control.

Constitution and Bylaw Excerpts Relating to the Steering Committee

From the CONSTITUTION:

ARTICLE IV. Committees and Councils.

A. Purpose and Classification

...The purviews, structures and procedures of Senate operational committees, Senate curricular committees and councils and joint committees and councils are more fully set forth in the Senate *Bylaws*. Ad hoc Senate committees may be established by the Senate or by the **Steering Committee**.

D. Types of Committees and Councils

1. Senate Operational Committees.

Senate Operational Committees serve to expedite the efficient functioning of the Senate and its affairs and to address matters relating to faculty interests and functions.

Committees and membership selection shall be made in accordance with the *Bylaws*.

a. **Steering Committee.**

The Steering Committee of the Faculty Senate serves as the “executive committee” of the Faculty Senate. It advises the chair of the Senate and assists the chair in determining the agenda for Senate meetings.

i. Nominating Committee.

A subcommittee of the **Steering Committee** serves as the Nominating Committee. This committee will be chaired by the past chair of the Senate. The membership and responsibilities of the Nominating Committee is as specified in the *Bylaw*

3. Joint Committees and Councils.

...At any time, the president or Senate may evaluate the effectiveness of joint committees in conjunction with the **Steering Committee**. Through the mechanism established in *Article IV* of this *Constitution*, such committees may be mutually restructured. The committee responsibilities and membership are defined in the *Bylaws, Section VIII*.

ARTICLE VII. Amendments

A. Amendments to the *Constitution* shall be considered by the Faculty Senate upon recommendation of the Faculty Senate **Steering Committee** or upon receipt of a proposal signed by five percent of the General Faculty. ...

The remainder are from the BYLAWS:

SECTION III. Officers of the Faculty Senate

A. Officers

1. Chair
 - b. To serve as chair of the Senate Steering Committee
2. Vice Chair
 - c. To serve on the Senate Steering Committee
3. Past Chair
 - c. To serve on the Senate Steering Committee
4. Secretary
 - b. To serve on the Senate Steering Committee

B. Election of Officers

At the first meeting of the new Senate in April, the Senate shall elect from its voting membership by majority vote a chair, vice chair and secretary to perform the duties and functions as described in *Section A*. Each of the officers has a one-year term, beginning immediately following the annual election.

Prior to the March Senate meeting, the Office of the Faculty Senate shall make public a list of all Faculty Senate members for the coming year and issue a call to the general faculty for nominations for Faculty Senate officers from this list. Prior to the Steering committee meeting that directly precedes the election, the Nominating Committee shall identify willing candidates for each office from among the candidates nominated by the general faculty. In addition, the Nominating Committee may add additional willing nominees for each office not previously put forward by the faculty. The Nominating Committee shall present a list of the names of willing candidates as a report to the Steering Committee at the meeting that directly precedes the election. There is no vote upon the Nominating Committee report.

At least one week prior to the first meeting of the new Faculty Senate, the Office of the Faculty Senate shall distribute the names, biographical sketches, and candidate statements of nominees to all members of the Faculty Senate. Additional nominations for each office shall also be accepted from the floor of the Faculty Senate.

Voting for officers will be conducted by secret ballot. Election of officers will be by majority of those senators present and voting. There shall be no voting by proxy.

Should the chair of the Faculty Senate resign that office, the vice chair shall assume the office of chair, and the Steering Committee shall appoint a vice chair for the remainder of the term. Should the vice chair or secretary resign, the Steering Committee shall appoint replacements to those positions.

SECTION IV Meetings of the Senate

C. First Meeting

The newly elected Faculty Senate will hold its first meeting during or before the last week of the spring semester, typically in April.

At the first meeting of the new Senate there shall be an abbreviated agenda as follows:

Call to Order

Roll Call

Minutes

Recognition of Guests

Announcements

Report of the President

Report of the Provost

Presentation of the List of Candidates by the Nominating Committee Chair

Election of Faculty Senate Officers

Establishment of the **Steering Committee**

Establishment of the Committee on Committees

New Business

Adjournment

The Election of Faculty Senate officers for the coming year shall occur using the procedures described in *Bylaws, Section III.C*.

The Establishment of the **Steering Committee** shall occur by an election of each academic units' senators. Each academic unit shall have at least one member of the **Steering Committee**. The number of **Steering Committee** members to which an academic unit is entitled is proportional to the size of that unit's general faculty, as outlined in *Bylaws, Section VI.A.1*.

SECTION VI, VII, and VII contain language such as

Senate Operational Committees:

The chair of each committee, directed by majority vote of the committee membership, shall bring policy matters to the Faculty Senate **Steering Committee** for consideration

B&A, IT, Personnel, & Research Committee/Council Bylaws:

To make recommendations to the **Steering Committee** of the Faculty Senate

Grad Council, Grad Policy, Undergrad Council, UPCC:

The committee/council may also make recommendations to the **Steering Committee** of the Faculty Senate.

And more examples in the Joint committees

SECTION X Amendments

- A. The Faculty Senate may amend its own *Bylaws* by the affirmative vote of a majority of Senate members present and voting at a meeting with a quorum.
1. A proposed amendment shall be included on the agenda for discussion at two successive regular meetings of the Senate.
 2. The text of a proposed bylaw or amendment to a current bylaw must be made available electronically to the members of the Faculty Senate prior to the first meeting.
 3. The proposed amendment is subject to amendment and vote at the second Senate meeting.
 4. In cases of emergency, established by the **Steering Committee**, the requirement of requiring two successive meetings can be waived.

ACTUAL STEERING BYLAWS

1. Composition.

The Steering Committee is composed of the chair of the Faculty Senate, the vice chair, the secretary of the Faculty Senate, and the immediate past chair of the Senate. In addition to the current officers and the immediate past chair of the Faculty Senate, the total number of senators on the Steering Committee shall be no greater than one-fifth (20) of the total number of senators (100) and apportioned as provided below. Steering Committee members shall be elected by a majority vote of senators present and voting within each of the academic units. There shall be no voting by proxy.

a. Each academic unit will have one representative on the Steering Committee.

b. The apportionment of the remaining seats of the Steering Committee (after the provision in *Section VI, A.1.a* is implemented) shall be derived as follows:

$$\left(\frac{\text{Number of general faculty from each academic unit with 5 or more senators}}{\text{Total number of general faculty from all academic units with 5 or more senators}} \right) \times \text{remaining number of vacant seats}$$

c. Vacant seats shall be allocated in descending order of the calculation in *Bylaws, Section VI.A1.b* until all seats are filled.

d. In the event of a vacancy on the Steering Committee, the senators of that academic unit shall elect a replacement from amongst its membership.

2. Duties and Responsibilities of the Steering Committee.

- a. To serve as the “executive committee” of the Faculty Senate.
- b. To act on behalf of the Senate on matters declared by the chair of the Faculty Senate to be of an emergency nature. Any action taken in this respect by the Steering Committee shall be reported by the chair of the Faculty Senate to the members of the Faculty Senate at or before the next regular meeting. The Senate shall then review such action. The chair of the Faculty Senate will give the members of the Senate advance notice of the emergency meeting of the Steering Committee, if feasible.
- c. To serve as an advisory body of the chair of the Faculty Senate on any matter which the chair of the Faculty Senate brings before it. Meetings of an advisory nature need not be announced or reported to the Faculty Senate either before or after they occur.
- d. To monitor Senate elections and maintain election records.
- e. To develop Faculty Senate agendas. Items may be added to the agenda at any meeting of the Senate under new business by majority vote. Final action on the resolutions not on the agenda cannot be taken prior to the next Senate meeting.
- f. To consider resolutions forwarded by Senate committees and to forward them to the full Senate or refer them back to the Senate committee.
- g. To appoint from its membership liaisons to each of the Senate committees who shall serve as non-voting members of these committees. Liaisons shall act as a resource to the committees and report on committee activities at Steering Committee meetings.
- h. To act as a committee on amendments to the *Constitution* and the *Bylaws*.
 - i. To periodically review Senate operational, curricular, and joint committees and councils. Creation of new committees and changes in any committee's charter, membership, or duties and responsibilities shall be conveyed to the Faculty Senate for consideration as amendments to the *Bylaws*.
 - j. To serve as a faculty advisory body to the president of the university and to the provost and vice president for Academic Affairs when requested.
- k. To act in executive session when the Faculty Senate is not in session. In this capacity, a majority of the committee shall constitute a quorum. All recommendations made as the Senate's "executive committee" shall be reported to the Senate and be subject to review and approval by the Faculty Senate.
- l. To request information from any member of the faculty or administration and invite any such person to meet with it for consultation or advice on matters within its jurisdiction.
- m. To establish ad hoc committees to facilitate its work.

3. Meetings

The Steering Committee will normally meet two weeks prior to the regular Faculty Senate meeting, at the discretion of the chair of the Faculty Senate, who will chair this committee.

4. Quorum

A quorum for meetings of the Steering Committee shall consist of fifty percent of the voting members.

5. Subcommittee of the Steering Committee

a. Nominating Committee.

The Nominating Committee shall be formed at the Steering Committee meeting prior to the March Senate meeting at the latest. This committee consists of the Senate past chair, who shall serve as chair of the committee, and two other Steering Committee members. If the immediate past chair is not available, the Steering Committee must elect a faculty member to serve in this role. The chair of the Nominating Committee shall preside over the election of Faculty Senate officers. For nomination procedures, see *Bylaws, Section III.B*.