

MEMORANDUM

Date: November 14, 2019
TO: All Faculty Senate Members
FROM: William Self
Chair, Faculty Senate
SUBJECT: **Faculty Senate Meeting on November 21, 2019**

Meeting Date: Thursday, November 21, 2019
Meeting Time: 4:00 - 6:00 p.m.
Meeting Location: Student Union Key West, room 218

The Faculty Senate Meeting will be live streamed from 4:00 – 6:00 p.m. or until adjournment. Viewing the livestream does not count toward senator attendance.

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of October 24, 2019**
4. **Recognition of Guests**
5. **Announcements**
6. **Report of the Senate Chair**
7. **Report of the President**
8. **Report of the Provost**
9. **Old Business**
None.
10. **New Business**
 - Beverly Seay, UCF Board of Trustees Chair
 - Presidential Search Listening Session – *Albert Pimentel with Storbeck/Pimentel & Associates*
 - Vote on bylaw resolutions brought forward by the Steering Committee on October 3, 2019.
 - Resolution 2019-2020-6 Faculty Senate Bylaw Change – University Promotion and Tenure Committee Duties
 - Resolution 2019-2020-7 Faculty Senate Bylaw Change – Commencements, Convocations, and Recognition Committee
 - Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information Technology Committee Membership
 - Resolution 2019-2020-9 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning (FCTL) Committee Membership
 - Resolution 2019-2020-10 Faculty Senate Bylaw Change – Library Advisory Committee Membership
 - Resolution 2019-2020-11 Faculty Senate Bylaw Change – Strategic Planning Council Membership

- Resolution 2019-2020-17 Periodic Faculty Salary Analyses Across the University of Central Florida
- Discussion of resolution brought forward by the Steering Committee on October 3, 2019.
 - Resolution 2019-2020-13 Faculty Senate Bylaw Change – Bookstore Advisory Committee
- Advance notification of bylaw change brought forward by the Steering Committee for discussion at the January 23, 2020 meeting allowing 30-days to review prior to discussion.
 - Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and Councils Annual Report

11. Committee Reports

- Budget and Administrative Committee – *Shawn Putnam*
- Information Technology Committee – *Melanie Guldi*
- Parking, Transportation and Safety Committee – *Ahmad Elshennawy*
- Personnel Committee – *Stephen King*
- Research Council – *Nina Orlovskaya*
- Graduate Council – *Jim Moharam*
- Undergraduate Council – *Kelly Semrad*

12. Campus Climate Report

13. Other Business

14. Adjournment

Faculty Senate Meeting
Minutes of
October 24, 2019

William Self, chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of October 3, 2019, was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Christine Dellert, Deputy Chief of Staff for Communications and Operations, Office of the President

Joe Adams, Senior Communications Director, Academic Affairs

Jayleen Cerda, Nicholson School of Media Today Reporter

Chiara Mazzucchelli, 2019-2020 Provost Faculty Fellow

ANNOUNCEMENTS

Advisory Council of Faculty Senates (ACFS)

The Advisory Council of Faculty Senates (ACFS) met today in a teleconference meeting to discuss the upcoming Florida Board of Governors (BOG) meeting agenda. The chair of the ACFS is a governor. The ACFS members reviewed upcoming changes to the Public Educational Capital Outlay (PECO), funding of buildings. Comments were made regarding the restructuring of the University of Florida President's contract. The upcoming BOG meeting is in response to Senate Bill 190. A Trustees Summit will be held on Tuesday before the BOG meeting with several sessions by the Chancellor on the roles and responsibilities of a Trustee. Dr. Self invited Beverly Seay, chair of the UCF Board of Trustees (BOT), to speak at the November 21, 2019, Faculty Senate meeting.

Presidential Search Committee

The full BOT met Wednesday to approve the Presidential Search Committee membership. Dr. Self delivered [Resolution 2019-2020-15 UCF Presidential Search – Sense of the UCF Faculty Senate](#) to the chair of the BOT. In reviewing the membership, more faculty and students now serve on the Presidential Search Committee. The initial search committee meeting is scheduled for November 5, 2019, at 9:00 a.m. in the Morgridge International Reading Center. The meeting will be live streamed and is a public meeting. A search firm will be selected based on three firm presentations and interviews. Dr. Self encouraged the members to attend and inform their colleagues.

REPORT OF THE PRESIDENT

Dr. Self yielded the floor to Interim President Thad Seymour for an update.

Luminary Awards

Dr. Seymour was inspired by the nine faculty members honored at the recent Luminary Awards ceremony by their quality of work. It's a reminder of how far the university has come and the potential for the future.

Presidential Search

Dr. Seymour noted that the Presidential search is an opportunity to engage and provide input as the university recruits a president to lead a 21st-century university. As interim President, Dr. Seymour indicated his job is to keep UCF moving forward and reiterated three main priorities, including strengthening operations, expanding resources, and investing in excellence.

Enrollment Task Force

Last Spring, an enrollment task force was formed to analyze UCF's enrollment strategy. We optimistically thought the work would be completed by September, but identified other areas to research and starting to model the financial implications based on potential options. A set of recommendations is expected in early January.

Budget Re-design

Provost Dooley will provide more information, but the re-design is extremely important in how we allocate resources is critical. UCF has engaged Huron Consulting to assist in the re-design with a strong cross-functional team. The goal is to go into the next budget cycle with a new process.

Legislative Session

UCF submitted two legislative budget requests (LBR's) designed to make the argument for more funding for the university. Last year's legislative session resulted in over \$5 million in recurring budget cuts. We are coming up on an election year, which typically results in K-12 receiving attention. Both of UCF's LBR's request primarily focus on additional faculty. UCF built a plan around Universities of Distinction, which the BOG developed for non-preeminent universities to define what makes each of the universities distinct.

UCF Identity Task Force

Dr. Seymour indicated that a task force had been formed to identify what UCF should be known for and what makes UCF unique. The group will identify the top three to five areas that will define UCF, then invest in those areas.

In regards to strengthening operations, a senator noted that in a memo from the Provost October 2, 2019, that the university will be moving away from Curriculog due to challenges, and thus changes to the curriculum will be severely limited and must wait up to a year to make changes. This has severe implications for improving programs or for reaching key metrics. We had a system in place before Curriculog, why can't we come up with a system to handle changes now? Dr. Seymour deferred to Provost Dooley.

A senator questioned the Interim President's gratitude to faculty in the wake of negotiations that resulted in a one-time bonus instead of a base salary increase. Dr. Seymour indicated that one of the biggest challenges is how to apply limited resources in the best ways possible. The University's budget was cut last year, and we don't have the recurring funds to provide an increase. We were unable to give raises for staff and provided a one-time bonus. The university is trying to utilize the resources the best way possible.

As a follow-up, a senator questioned the rationale as to why in-unit faculty get a raise when out-of-unit, non-administrative, student-facing faculty don't get an increase in addition to a one-time bonus that out-of-unit faculty may or may not receive results in compression? The President deferred the question to Provost Dooley.

In a fervent plea, a senator questioned why the repayment of the misallocation of funds from last year couldn't be slowed down to fund faculty salary increases? The President indicated that the BOG is requiring the repayment this year and that UCF has no choice.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Curriculog

The memo in question was distributed from Tim Letzring regarding Curriculog not being able to support the university's needs or what was promised. The memo was distributed prior to a "quick fix" being identified. The team is currently looking at returning to previous procedures.

A senator noted that the memo of October 2, 2019, indicated that curriculum changes would be limited to new programs, special topics, changes needed for accreditation or CIT codes, or course deletions only. What if a critical need doesn't fall into these categories? Would a quick fix expand these categories to address program needs? The Provost will get with Tim Letzring for an answer.

In-unit versus Out-of Unit Raises

The senator reiterated the question as to why do in-unit faculty get a raise versus out-of-unit 9-month faculty might get a one-time bonus? The Provost indicated that the union negotiated the increase prior to the budget reduction and a \$17 million repayment. Administration deliberated for a long time to determine if a raise could be granted, and unfortunately, UCF doesn't have the funds. It is an equity issue and suggested that the Chief Financial Officer speak to the Senate. The senator clarified that UCF has many types of out-of-unit faculty with just over 200 faculty with administrative duties and about 130 faculty with no administrative role. The Provost reiterated that this is an equity issue and needs to be put on the table for discussion.

Enrollment Task Force

We have more faculty on the task force than in previous years. We had a detailed conversation with our Valencia College partners regarding students being major ready or a GPA requirement. The task force is looking deeper into questions to make better decisions regarding enrollment management. A subcommittee was formed to look further into graduate education to identify what programs need to grow.

Budget Redesign Committee

All of the issues raised regarding raises are important questions. The task force, with three to four faculty, is charged to reset the budget model. We need to look at all funds budgeted, including foundation, education and general, and auxiliary funds and what is being charged to those accounts, including the operational costs of each unit. The redesign will be at least nine months' process. We are identifying the information necessary for a sustainable model over the next ten years.

Legislative Budget Request

In response to a question from the last Senate meeting, the Provost indicated that the new faculty lines being requested from the legislature need to be allocated by looking at the program-level up. We need to talk about faculty to student ratio, research, and student success. If funding is approved, the conversations need to start at the department level. Encouraged senators to consult with their deans before discussions are held at a Senate meeting.

Dean Searches

The Provost will meet with the last candidate tomorrow for the dean of the College of Optics and Photonics, after which the search committee will be meeting. We hope to have a new dean in place by January.

An offer has been made to a candidate for the Vice Provost for Teaching and Learning and dean of the College of Undergraduate Studies. More information will be forthcoming after the background checks are performed.

A senator asked if the provost could speak to the current administration's practice of forced training with repeat emails with the threat of penalties? A similar conversation was held during the Steering meeting. The Provost will share with the vice presidents to express the importance of temperament, tone, and respect. The senator noted that in corporations, when training such as Ethics, human resources, or other training is required, the corporation sets aside your regular work to ensure training is completed. The university expects everything to be completed within the current faculty workload, which raises stress. The Provost noted the concern. Another senator said that it was requested to push required training to after the semester. Dr. Self explained that the short timeframe required on the Ethics training was a Board of Trustees directive to complete training by a specific date.

NEW BUSINESS

Motion and second to amend the agenda order to allow Keri Watson to make the presentation on the Florida Prison Project first.

Vote: All in favor; motion passes.

Florida Prison Project

Dr. Self introduced Keri Watson. Dr. Watson indicated that the Florida Prison Education Project was part of the UCF Community Challenge Initiative last year. Dr. Watson provided prison statistical data, the mission of the project, and highlights from the 150 students taught in eleven classes. Dr. Watson indicated that the project seeks to expand course offerings and credit hours. She asked the senators to let her know if anyone is interested in offering classes, donate books to the prison library, or donate books to raise funds.

Vote on bylaw resolutions brought forward by the Steering Committee on April 18, 2019.

The resolutions are up for possible amendments and votes.

- Resolution 2019-2020-1 Faculty Senate Bylaw Change – Promotion Procedures for Non-Tenure Earning Faculty

This resolution is brought forward by the Personnel Committee regarding the promotion of non-tenure earning clinical, research, and medical librarian faculty. Right now, some non-tenure earning positions go to the University Promotion & Tenure Committee for review while others don't. The resolution has all non-tenure earning promotion candidates bypass the University Promotion & Tenure Committee and deletes the membership for the committee regarding non-tenure earning faculty.

Motion and second to approve Resolution 2019-2020-1 Faculty Senate Bylaw Change – Promotion Procedures for Non-Tenure Earning Faculty. No discussion.

Vote: All in favor; motion passes.

- Resolution 2019-2020-2 Faculty Senate Bylaw Change – Nomination and Election

This resolution is brought forward by the Ad Hoc Committee on Bylaw Revisions and clarifies that an open call for nominations is expected and communicates alternates to an election.

Motion and second to approve Resolution 2019-2020-2 Faculty Senate Bylaw Change – Nomination and Election. No discussion.

Vote: All in favor; motion passes.

- Resolution 2019-2020-3 Faculty Senate Bylaw Change – Committee Membership
This resolution is brought forward by the Ad Hoc Committee on Bylaw Revisions. The resolution removes old language referring to multi-year appointments and the requirement of tenured or tenure-earning faculty membership on the Personnel Committee and the Undergraduate Council.

Motion and second to approve Resolution 2019-2020-3 Faculty Senate Bylaw Change – Committee Membership. No discussion.

Vote: All in favor; motion passes.

- Resolution 2019-2020-4 Faculty Senate Bylaw Change – Standard Agenda
This resolution is brought forward by the Ad Hoc Committee on Bylaw Revisions to modify the standard Senate Agenda to include a report of the Senate chair, report of the President, and a Campus Climate report.

Motion and second to approve Resolution 2019-2020-4 Faculty Senate Bylaw Change – Standard Agenda. In response to a question, Dr. Self noted that the Campus Climate report represented presentations to the Senate requested by other units, scheduled by the Steering Committee including, a union update. A senator commented that the presentations could be allowed or invited. A senator noted that administrative staff have no voice or being treated fairly. Maybe the Campus Climate report can give them a voice without detriment. No amendments presented, and no other discussion.

Vote: All in favor; motion passes.

- Resolution 2019-2020-14 Creative School for Children
This resolution is brought forward by the Budget and Administrative Committee, and requests administration review the facility and financial situations of the Creative School and investigate alternative means for the school to meet the demand of current UCF students and employees. Dr. Self noted that the be it resolved clause was well written in this resolution.

Motion and second to approve Resolution 2019-2020-14 Creative School for Children. Open for discussion.

A wording issue was presented in that the priority is to enroll children, not students.

Motion and second to amend line 4:

“enrollment priority: children of (1) UCF enrolled Students with 6 credit hours...”

Discussion noting the amendment applies to all four clauses. The motion was withdrawn.

Motion and second to amend the first whereas clause on lines 4 and 5:
“enrollment priority: children of (1) UCF enrolled Students with 6 credit hours or more; (2) UCF Employees of any rank; (3) UCF Alumni Community members, and (4) Community members; and”

Vote: All in favor; motion passes.

Motion and second to approve Resolution 2019-2020-14 Creative School for Children as amended.

Vote: All in favor; motion passes.

Discussion on resolutions brought forward by the Steering Committee on August 22, 2019.

Dr. Self noted that Resolution 2019-2020-6, 2019-2020-7, 2019-2020-9, 2019-2020-10, 2019-2020-11, and 2019-2020-12 represent bylaw change resolutions up for discussion today. Dr. Self asked the members to indicate if a resolution needs discussion.

A member noted a typo in Resolution 2019-2020-6 Faculty Senate Bylaw Change – University Promotion and Tenure Committee Duties on line 5 that was previously corrected. No other discussion.

Dr. Self reminded the senators to reach out to their colleagues regarding the bylaw changes. In addition, if any amendments will be made to please bring copies of the amendment.

A senator commented on the resolutions that included an instructional designer, including 2019-2020-9, 2019-2020-10, 2019-2020-11, and 2019-2020-12. The addition of the member is done differently in the resolutions. Voiced concern that the instructional designers are not student-facing or within an academic unit resulting in a different representation. Not all the instructional designers work within the Center for Distributed Learning. The senator believes this would be the first time a job title is listed in the membership versus the representation of a unit. The senator noted that there are only 14 instructional designers on campus, which is a small group being represented.

No other discussion.

Advance notification of a bylaw change resolution brought forward by Steering for discussion at the November 21, 2019 meeting allowing 30-days to review prior to discussion.

- Resolution 2019-2020-13 Faculty Senate Bylaw Change – Bookstore Advisory Committee

Dr. Self encouraged the senators to review the bylaw change and communicate with colleagues prior to the November 21, 2019 meeting.

COMMITTEE REPORTS

Budget and Administrative Committee – Shawn Putnam

No new update. Dr. Self noted that based on Provost Dooley's earlier comment that he will formally invite Dennis Crudele to the November 21st Senate meeting for an update, which is after the BOT budget workshop on November 6, 2019. Encouraged the committee members to attend the budget workshop or send someone.

Information Technology Committee – Melanie Guldi

The committee met three times with a long agenda list for the academic year. The committee will be discussing cloud storage and cloud computing options and exploring options with google drive or dropbox. Mr. Sink indicated that there might be an Enterprise solution. Discussed various email issues regarding faculty that leave the university. The next meeting is on Monday. Dr. Harrington noted that the committee also discussed the resolution adding of an instructional designer in the committee membership and a possible amendment to add the Vice President for Digital Learning or designee.

Parking, Transportation and Safety Committee – Daniel Topping for Ahmad Elshennawy

The committee discussed gun safety on campus and the existing policy on firearms. Chief Metzger noted that several bills had been defeated regarding campus carry of firearms. Chief Metzger continues to work with Janet Owen in expressing UCF's stance on carrying firearms on campus. Also discussed safety and lighting in the parking garages with Kris Singh. Cameras have been installed in garage B at the entrance and exit, costing about \$1 to \$1.5 million per lot. Some lots with trees on the exterior can reduce visibility, and parking conducts inspections daily to identify issues. The committee discussed the Environmental and Health Safety suggested a 15 mph speed limit on golf carts. The committee recommended 10 mph and is reaching out to Christine Serra regarding the speed limit. In regards to the Steering assigned issue on navigation and directions on campus, an application has been developed for wayfinding. The Information Technology Committee reassigned the issue to the committee. The committee is not sure if the issue is that the application has not been publicized or if the issue is physical signage. E-scooters on campus will be discussed at an upcoming meeting.

Personnel Committee – Stephen King

The committee submitted a resolution requesting a periodic faculty salary analysis across the university continuously studies the situation every five years.

Research Council – Nina Orlovskaya

The Committee met and reviewed the current duties and responsibilities of the council. Discussed seed funding and equipment funding program. Dr. Klonoff informed the group that previously \$7,500 was provided to support assistant professors and the support required to process the funds. The process and amount will be changing and will be cost-shared between the colleges and the Office of Research. Debra Reinhart provided an update on the Clusters.

Greg Schuckman, UCF's federal relations lobbyist, will be on campus to discuss lobbying research proposals to push in the upcoming legislative session. Please make sure you schedule time with Mr. Schuckman to discuss research priorities.

A senator noted that matching funds for seed money presents a problem for the departments with the limited budgets for each college. Another senator questioned the level of faculty involvement in making these decisions? Dr. Orlovskaya indicated that Dr. Klonoff provided an update to the committee, and involvement is not known. Dr. Self indicated that now that the Research Council is an operational committee, that more faculty involvement is expected instead of an information session.

Graduate Council – Jim Moharam

The committees have met at least once. The Policy Committee approved changes to clarify the withdrawal and academic record change request policy. The Program Review Committee approved the Public Administration Ph.D. proposal.

Undergraduate Council – Robin Back for Kelly Semrad

Due to the challenges with Curriculog, the Undergraduate Course Review, and Undergraduate Policy and Curriculum Committees have not met as regularly scheduled. The Undergraduate Policy and Curriculum Committee held its first meeting on October 22. The committee discussed university transfer policies and evaluation standards. A transfer alliance team has been formed to establish procedures to work with the new transfer evaluation system to ensure an efficient campus-wide process for evaluating transfer credit.

OTHER BUSINESS

A senator asked if the presidential search will provide a two-way communication format with the search committee for input. During the last search, we were not allowed to ask questions of the search committee members. Dr. Self noted that he had requested an open forum for faculty.

ADJOURNMENT

Motion to adjourn made and seconded. The committee adjourned at 5:27 p.m.

1 **Proposed Amendment to**
2 **Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information**
3 **Technology Committee Membership by the Information Technology Committee**
4
5

6 **Whereas**, instructional design faculty are impacted by decisions regarding educational media
7 and communications, and can provide expertise regarding information technology resources,
8 and would like to contribute to the committee; therefore
9

10 **BE IT RESOLVED** that the membership for the Information Technology Committee in the Bylaws
11 be amended as follows:
12

13 Membership

14 The committee shall consist of at least one faculty member from each academic unit, selected
15 by the Committee on Committees, ~~and~~ the vice president for Information Technologies and
16 Resources or ~~his/her~~ designee (ex officio), and the vice provost for Digital Learning or designee
17 (ex officio). ~~An associate or senior instructional designer shall serve as an ex officio member.~~

18 The committee chair and vice chair shall be elected annually by its membership at the first
19 meeting of the committee after the new Faculty Senate is elected, normally in the early fall
20 term. Terms of service are two years, staggered.

1 **Resolution 2019-2020-6 Faculty Senate Bylaw Change –**
2 **University Promotion and Tenure Committee Duties**

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4
5 **Whereas**, the University Promotion and Tenure Committee has been exempt from submitting
6 an annual report to the Senate Chair since 2005; and

7
8 **Whereas**, the duties of the committee were never changed to eliminate the requirement;
9 therefore

10
11 **BE IT RESOLVED** that the bylaws for the University Promotion and Tenure Committee be
12 modified as follows:

13 **University Promotion and Tenure Committee**

- 14 1. Duties and Responsibilities.
- 15 a. To review and evaluate all assigned applications for promotion and tenure and make
- 16 recommendations to the provost and vice president for Academic Affairs.
- 17 b. To maintain the confidentiality of all personnel records and matters under its
- 18 jurisdiction.
- 19 c. To function as an advisory committee to the provost and vice president for
- 20 Academic Affairs.
- 21 d. To submit all policy concerns to the Faculty Senate Steering Committee and the
- 22 provost and vice president for Academic Affairs.
- 23 ~~e. To submit an annual report of the committee's activities to the chair of the Faculty~~
- 24 ~~Senate by the end of the spring semester, while complying with the rules set out by~~
- 25 ~~the Collective Bargaining Agreement relating to confidentiality.~~

Approved by the Faculty Senate Steering Committee on August 22, 2019.

1 **Resolution 2019-2020-7 Faculty Senate Bylaw Change – Commencements,**
2 **Convocations, and Recognitions Committee**

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5 **Whereas**, UCF Policy 4-404 defines the requirements for awarding degrees posthumously; and

6
7 **Whereas**, the procedures request the Commencements, Convocations, and Recognitions
8 Committee to determine if the student has met the university criteria for a posthumous degree;
9 and

10
11 **Whereas**, the duties of the committee do not indicate the committees review for awarding a
12 posthumous degree; therefore

13
14 **BE IT RESOLVED** that the duties for the Commencements, Convocations, and Recognitions
15 Committee in the Bylaws be amended as follows:

16
17 Duties and Responsibilities.

- 18 a. To examine and review commencement and convocation procedures and to make
19 recommendations for future commencements and convocations, taking into account
20 budgetary implications.
21 b. To make recommendations to the president regarding speakers for commencements
22 and convocations.
23 c. To make recommendations regarding the number and kinds of commencements and
24 convocations.
25 d. To review proposals for awards, emeritus status, honorary degrees, **awarding**
26 **posthumous degrees**, and any other recognition or honors bestowed by the university
27 and to make recommendations to the president.
28 e. To recommend the standards and criteria by which to judge the qualifications for
29 awarding honorary degrees.
30 f. To recommend criteria for the selection of those to be honored by the university with
31 the designation distinguished alumnus.
32 g. To serve as a selection committee for those to be named distinguished alumni.

Approved by the Faculty Senate Steering Committee on August 22, 2019.

1 **Resolution 2019-2020-9 Faculty Senate Bylaw Change – Faculty Center for**
2 **Teaching and Learning (FCTL) Committee Membership**

3
4
5 **Whereas**, the membership for Senate Joint Committees and Councils includes stakeholders
6 around the university; and

7
8 **Whereas**, instructional design faculty of the university are not included in the membership; and

9
10 **Whereas**, instructional design faculty have a stake in research and creative endeavors,
11 professional development, and excellence in teaching and learning activities and would like to
12 contribute to the committee; therefore

13
14 **BE IT RESOLVED** that the membership for the Faculty Center for Teaching and Learning in the
15 Bylaws be amended as follows:

16
17 Membership

18 The committee consists of a minimum of at least one faculty member from each academic unit,
19 ~~and~~ a faculty member representing UCF Connect, and an associate or senior instructional
20 designer who shall be the voting members of the committee. The chair and vice chair of the
21 committee shall be a faculty member elected annually by the membership. The ex officio
22 members of the committee shall be the vice president for Information Technologies and
23 Resources (or designee) and the directors (or their designees) of offices that impact teaching
24 and learning, who shall be designated by the director of the Faculty Center for Teaching and
25 Learning. Terms of service shall be three years, staggered. Faculty members of the committee
26 are selected by the Committee on Committees in consultation with the director of the Faculty
27 Center for Teaching and Learning and the college deans.

Approved by the Faculty Senate Steering Committee on August 22, 2019.

1 **Resolution 2019-2020-10 Faculty Senate Bylaw Change – Library Advisory**
2 **Committee Membership**

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5 **Whereas**, the membership for Senate Joint Committees and Councils includes stakeholders
6 around the university; and

7
8 **Whereas**, the instructional design faculty of the university are not included in the membership;
9 and

10
11 **Whereas**, instructional design faculty have a stake in learning and teaching, materials and
12 resources, and the enrichment of the academic experience, and would like to contribute to the
13 committee; therefore

14
15 **BE IT RESOLVED** that the membership for the Library Advisory Committee in the Bylaws be
16 amended as follows:

17
18 Membership

19 The committee shall consist of one faculty member from each academic unit, one college dean,
20 and one department chair, all selected by the Committee on Committees (in consultation with
21 the director of Libraries). Other members include an associate or senior instructional designer,
22 one undergraduate student (appointed by the president of the Student Government
23 Association) and one graduate student (appointed by the dean of the College of Graduate
24 Studies based on the recommendation of the president of the Graduate Student Association).
25 The director of the University Libraries shall serve as an ex officio member. The chair and vice
26 chair of the committee shall be a faculty member of the committee elected at the first meeting
27 at the beginning of each academic year. Terms of service shall be three years, staggered, with
28 the exception of the student members, who shall serve for one year.

Approved by the Faculty Senate Steering Committee on August 22, 2019.

1 **Resolution 2019-2020-11 Faculty Senate Bylaw Change – Strategic Planning**
2 **Council Membership**

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5 **Whereas**, the membership for Senate Joint Committees and Councils includes stakeholders
6 around the university; and

7
8 **Whereas**, the instructional design faculty of the university are not included in the membership;
9 and

10
11 **Whereas**, instructional design faculty have a stake in the university's strategic plan, policies to
12 support the university's strategic planning process, academic plan and any budget or academic
13 support actions and would like to contribute to the committee; therefore

14
15 **BE IT RESOLVED** that the membership for the Strategic Planning Council Committee in the
16 Bylaws be amended as follows:

17
18 Membership

19 The committee shall consist of one faculty member from each academic unit (selected by the
20 Committee on Committees in consultation with the provost and vice president for Academic
21 Affairs); one student (appointed by the president of the Student Government Association); the
22 chair of the Faculty Senate; one staff member (selected by the USPS Staff Council); one
23 department chair (appointed by the provost and vice president for Academic Affairs); one
24 faculty representing UCF Connect (appointed by the vice provost for UCF Connect); one
25 alumnus or alumna (selected by the senior associate vice president of Alumni Engagement and
26 Annual Giving); an associate or senior instructional designer; and the provost and vice president
27 for Academic Affairs. The provost and vice president for Academic Affairs (ex officio), in concert
28 with the vice presidents of the administrative and academic divisions, will identify remaining
29 members in an effort to ensure widespread representation across the university. The council
30 chair shall be appointed by the president from the membership of the council. The vice chair
31 shall be elected annually by its membership at the first meeting of the committee after the new
32 Faculty Senate is elected, normally in the early fall term. Terms of service are three years,
33 staggered, with the exception of the student members, who shall serve for one year.

Approved by the Faculty Senate Steering Committee on August 22, 2019.

1 **Resolution 2019-2020-12 Faculty Senate Bylaw Change – Information**
2 **Technology Committee Membership**

3
4
5 **Whereas**, instructional design faculty are impacted by decisions regarding educational media
6 and communications, and can provide expertise regarding information technology resources,
7 and would like to contribute to the committee; therefore

8
9 **BE IT RESOLVED** that the membership for the Information Technology Committee in the Bylaws
10 be amended as follows:

11 Membership

12 The committee shall consist of at least one faculty member from each academic unit, selected
13 by the Committee on Committees and the vice president for Information Technologies and
14 Resources or his/her designee (ex officio). An associate or senior instructional designer shall
15 serve as an ex officio member. The committee chair and vice chair shall be elected annually by
16 its membership at the first meeting of the committee after the new Faculty Senate is elected,
17 normally in the early fall term. Terms of service are two years, staggered.
18

Approved by the Faculty Senate Steering Committee on August 22, 2019.

1 **Resolution 2019-2020-13 Faculty Senate Bylaw Change –**
2 **Bookstore Advisory Committee**

3
4 **Whereas**, the University Bookstore Advisory Committee was formed in 1999 to advise the Bookstore
5 management concerning materials and services needed by all segments of the University community;
6 and

7
8 **Whereas**, the duties of the committee were updated to include the selection of textbook scholarships
9 in 2010; and

10
11 **Whereas**, meeting textbook adoption legislative requirements and improving textbook affordability
12 are issues relevant to the State of Florida, the university, and faculty and students; therefore

13
14 **BE IT RESOLVED** that the bylaws for the Bookstore Advisory Committee be modified to include
15 changing the name of the committee to reflect the broader topic as follows:

16 **University Bookstore Advisory Textbook Committee**

17 1. Duties and Responsibilities.

- 18 a. To review and recommend to the dean of the College of Undergraduate Studies
19 procedures to meet textbook adoption deadlines and requirements.
20 b. To promote a culture that values textbook affordability by educating faculty regarding
21 the economic impacts of textbook costs for students.
22 c. To respect the faculty member’s expertise in choosing appropriate curriculum materials
23 while highlighting the cost-effectiveness for students.
24 ~~d. To recommend policies that will foster a cooperative, mutually productive and beneficial~~
25 ~~relationship between the bookstore and its customers in the university community.~~
26 e. To develop scholarship selection criteria, review applications, and select scholarship
27 recipients each year to receive free course textbooks and other awards for each
28 semester from the university Bookstore.

29
30 2. Membership.

31 The committee shall consist of one faculty member from each academic unit (selected by the
32 Committee on Committees), one associate or senior instructional designer from the Center for
33 Distributed Learning, two staff members (nominated by the USPS Staff Council), one student
34 (nominated by the president of the Student Government Association), one representative from
35 ~~Academic Affairs~~ the Faculty Center for Teaching and Learning, one representative from the
36 University Libraries, the bookstore manager, and the ~~director of Business Services dean of the~~
37 College of Undergraduate Studies (or designee). The dean of the College of Undergraduate
38 Studies (or designee) bookstore manager shall identify ex officio members. The chair and vice
39 chair shall be elected annually from its faculty membership. Terms of service shall be two years,
40 staggered, with the exception of the student member, who shall serve for one year.

1 **Resolution 2019-2020-17 Periodic Faculty Salary Analyses Across**
2 **the University of Central Florida**

3 **Whereas**, salary compression may occur when salary differential between junior and senior
4 faculty is smaller than it should be based on external market forces; and

5 **Whereas**, salary inversion occurs when salary compression, left unexamined or unadjusted over
6 time, results in junior faculty salaries being greater than senior faculty salaries; and

7 **Whereas**, salary inequities associated with gender/race/ethnicity may occur independent of
8 other variables; and

9 **Whereas**, salary compression, salary inversion, and salary inequities threaten the integrity of
10 faculty ranks, morale, and retention issues for faculty at the University of Central Florida;
11 therefore

12 **Be it resolved** that the University of Central Florida administration in consultation with the
13 Faculty Senate shall, on a regular basis, collect and analyze both tenure-track and non-tenure-
14 earning faculty salary data across the system to determine the extent of 1) salary compression,
15 2) salary inversion, and 3) salary inequities based on gender/race/ethnicity. A five-year time
16 interval is suggested for regular periodic studies (years ending in 0 or 5). A report will be made
17 available to all faculty shortly after each analysis is completed, ideally within 3-4 months from
18 completion of the report.

Approved by the Faculty Senate Steering Committee on November 7, 2019.

1 **Resolution 2019-2020-18 Faculty Senate Bylaw Change – Joint Committees and**
2 **Councils Annual Report**

3
4 **Whereas**, Bylaws Section VIII. Specifies that Joint Committees and Councils shall submit an
5 annual report by the end of the spring semester; and

6
7 **Whereas**, the Admissions and Standards, University Master Planning, and the Parking and
8 Transportation committees meet during the summer to conduct business; and

9
10 **Whereas**, this results in the annual reports not being submitted until the Fall semester;
11 therefore

12
13 **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:

14
15 **Bylaws Section VIII. Joint Committees and Councils**

16
17 Each committee will maintain minutes of its meetings and the chair of each committee shall
18 forward (except for University Athletics Committee, and the University Promotion and Tenure
19 Committee), in a timely manner, copies of meeting agendas and minutes to the chair of the
20 Faculty Senate. ~~By the end of the spring semester, e~~Each committee will submit a brief written
21 annual report of its activities to the chair of the Faculty Senate by the end of the second week
22 of August each year.

Approved by the Faculty Senate Steering Committee on November 7, 2019.