



# Faculty Senate

## Faculty Senate

Minutes for meeting of Thursday, November 3, 2022, 3:00-5:00 pm

Meeting recording available at:

[https://ucf.zoom.us/rec/share/nj39pManVBWivIvecVdAD1X8JEOR\\_jZQMhvMloyxeeniYz465zkt9VTxqpnhr5r.LbFCUyQCu44bz5Ea](https://ucf.zoom.us/rec/share/nj39pManVBWivIvecVdAD1X8JEOR_jZQMhvMloyxeeniYz465zkt9VTxqpnhr5r.LbFCUyQCu44bz5Ea)

Passcode: tEPB=6B8

1. Quorum reached and Call to Order at 3:00 p.m.
2. Roll Call via Qualtrics – Faculty Senate Chair Stephen King, Vice Chair Keri Watson and Secretary Kristine Shrauger were present. (*See meeting materials Attachment A for list of participants*)
3. Approval of Minutes of *October 6, 2022*
  - a) Minutes approved as presented.
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) Lee Dotson, Librarian, University Libraries
  - e) Silvana Dushku, Faculty Administrator and Program Director, Global Intensive English Program
  - f) Adrienne Frame, Interim Vice President, Student Development and Enrollment Services
  - g) Makayla Gray, Reporter, NSM Today
  - h) Matthew Hall, Vice President and Chief Information Officer, Information Technology Services
  - i) Jana Jasinski, Vice Provost, Faculty Excellence
  - j) Michael D. Johnson, Provost, Office of the Provost
  - k) Eric Main, Associate Director, Faculty Center for Teaching and Learning
  - l) Xely Martinez, Vice President, Student Government Association
  - m) Carl Metzger, Chief of Police, UCF Police Department
  - n) Sheila Amin Gutierrez de Pineres, Dean, Honors College
  - o) Winston Schoenfeld, Interim Vice President, Office of Research
  - p) Amanda Sellers, Communications Specialist, UCF Communications
  - q) Joseph Thalheimer, Director, Emergency Management
5. [00:01] Announcements and Report of the Senate Chair – *Stephen King*
  - a) Chair King spoke about faculty involvement in emergency response at UCF. For full report, please see attachment B.
6. [00:10] Report of the President and Provost – *Provost Michael D. Johnson*



# Faculty Senate

- a) Provost Johnson spoke about Luminary awards, US News and World Report rankings, teaching awards, Hurricane Ian follow up, legislative update, and the new Division of Student Success and Well-Being. For the full report, please see attachment C.
  - b) Question and answer: Topics discussed were post-tenure review, college budgets, and enrollment decreases in downtown campus programs. For full discussion, please see Zoom recording.
7. [00:47] Unfinished Business - none
8. [00:47] New Business
- a) Discussion and vote on Bylaw Change Resolution Brought Forward by Ad Hoc Bylaws Committee and Approved by Steering Committee on August 25, 2022
    - i) Resolution 2022-2023-2 Bylaws Amendment: Bylaws Amendment Process
      - (1) Senator William Self made a motion for the senate to consider and vote on Resolution 2022-2023-2 and gave an overview of the resolution, vote taken, motion passed.
    - ii) See attachment D for full resolutions and supporting documents
  - b) Discussion of Bylaw Change Resolutions Brought Forward by Ad Hoc Bylaws Committee and Approved by Steering Committee on September 22, 2022
    - i) Resolution 2022-2023-3 Bylaws Amendment: Librarians on the Graduate Council
      - (1) Senator William Self made a motion to discuss Resolution 2022-2023-3 and gave an overview of resolution, discussion, amendment offered for consideration by Senator Jeffrey Kauffman (see attachment F); senators discussed resolution and proposed amendment.
    - ii) Resolution 2022-2023-4 Bylaws Amendment: Research Council
      - (1) Senator William Self made a motion to discuss Resolution 2022-2023-4 and gave an overview of resolution; senators discussed resolution.
    - iii) Resolution 2022-2023-5 Bylaws Amendment: Excessive Absences
      - (1) Senator William Self made a motion to discuss Resolution 2022-2023-5 and gave an overview of resolution; senators discussed resolution.
    - iv) Resolution 2022-2023-6 Bylaws Amendment: Faculty Senate Parliamentarian
      - (1) Senator William Self made a motion to discuss Resolution 2022-2023-6 and gave an overview of resolution; senators discussed resolution.
    - v) See attachment E for full resolutions and supporting documents
9. [01:09] Committee Reports
- a) Motion made to skip committee reports and go directly to campus climate report, second, vote taken, motion passes.
  - b) Budget and Administrative Committee – *Keri Watson*
  - c) Information Technology Committee – *Glenn Martin*
  - d) Personnel Committee – *Karol Lucken*
  - e) Research Council – *Linda Walters*



# Faculty Senate

- f) Graduate Council – *Reid Oetjen*
- g) Undergraduate Council – *Tina Chiarelli*
- h) Ad Hoc Civil Discourse Committee – *Stephen King*
- i) Ad Hoc Student Success Committee – *Tina Chiarelli*
- j) For full committee reports, see attachment F.

10. [01:10] Campus Climate Report – Emergency Operations Presentation and Discussion Panel

- a) Carl Metzger, Chief of Police, UCF Police Department
- b) Joseph Thalheimer, Director, Emergency Management
- c) Patrick Burt, Associate Vice President, Communications and Marketing
- d) Please see attachment G for full presentation and Zoom recording for discussion.

11. [01:59] Other Business - none

12. Adjourned at 4:59 p.m.

Reviewed and submitted by:

*Kristine J. Shrauger*

*11/17/2022*

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Kristine Shrauger  
Secretary, Faculty Senate

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Date

Faculty Senate Attendance  
November 3, 2022

First Name:	Last Name:	College/Unit:	College/Unit: - Other	Meeting Role:	Meeting Role: - Guest
James	Brown	CAH		Senator	
Lynn	Casmier-Paz	CAH		Senator	
Brandy	Dieterle	CAH		Senator	
Esmeralda	Duarte	CAH		Senator	
Scot	French	CAH		Senator	
Barb	Gannon	CAH		Senator	
Tremon	Kizer	CAH		Senator	
Blake	Scott	CAH		Senator	
Peter	Weisher	CAH		Senator	
James	Gallo	CBA		Senator	
Vladimir	Gatchev	CBA		Senator	
Paul	Goldwater	CBA		Senator	
Eric	Schmidbauer	CBA		Senator	
Axel	Stock	CBA		Senator	
Shannon	Taylor	CBA		Senator	
Marjorie	Ceballos	CCIE		Senator	
Bobby	Hoffman	CCIE		Senator	
Gulnora	Hundley	CCIE		Senator	
Lisa	Martino	CCIE		Senator	
Brett	Meltzer	CCIE		Senator	
Sara	Michael Luna	CCIE		Senator	
Danny	Seigler	CCIE		Senator	
Larry	Walker	CCIE		Senator	
Ladislau	Boloni	CECS		Senator	
Kevin	Coffey	CECS		Senator	
Dennis	Filler	CECS		Senator	
Hansen	Mansy	CECS		Senator	
Marino	Nader	CECS		Senator	
Sumanta	Pattanaik	CECS		Senator	
Andrew	Randall	CECS		Senator	
Tian	Tian	CECS		Senator	
Joseph	Kider	CGS		Senator	
Ali	Amirkhosravi	CHPS		Senator	

Faculty Senate Attendance  
November 3, 2022

Martine	Vanryckeghem	CHPS		Senator	
Asli	Yalim	CHPS		Senator	
Tina	Chiarelli	COM		Senator	
Nadine	Dexter	COM		Senator	
Nyla	Dil	COM		Senator	
Stephen	King	COM		Senator	
Stephen	Lambert	COM		Senator	
Bill	Self	COM		Senator	
Leslee	D'Amato-Kubiet	CON		Senator	
Frank	Guido-Sanz	CON		Senator	
Scott	Branting	COS		Senator	
Michael	Callaghan	COS		Senator	
Alison	Cares	COS		Senator	
Steven	Collins	COS		Senator	
Michelle	Dusseau	COS		Senator	
Andrew	Frazer	COS		Senator	
Martha	Hubertz	COS		Senator	
Stephen	Kuebler	COS		Senator	
Tamra	Legron-Rodriguez	COS		Senator	
Daniel	Marien	COS		Senator	
Piotr	Mikusinski	COS		Senator	
Nizam	Uddin	COS		Senator	
Linda	Walters	COS		Senator	
Widaad	Zaman	COS		Senator	
Christopher	Goyzueta	RCHM		Senator	
Jonathan	Judy	RCHM		Senator	
Kristine	Shrauger	UL		Senator	
Jeff	Kauffman	CECS		Steering	
Mason	Cash	CAH		Steering	
Keri	Watson	CAH		Steering	
Reid	Oetjen	CCIE		Steering	
Mike	Proctor	CECS		Steering	
Joseph	Harrington	COS		Steering	
Jim	Moharam	CREOL		Steering	

Faculty Senate Attendance  
November 3, 2022

Missy	Murphey	UL		Steering	
Sheila	Amin Gutierrez de Pineres	Other	BHC	Guest	Dean
Patrick	Burt	Other	C&M	Guest	Chief Communications and Marketing Officer
Silvana	Dushku	Other	UCF Global	Guest	Program Director
Matthew	Hall	Other	Provost Office	Guest	VP/CIO
Jana	Jasinski	Other	Faculty Excellence	Guest	Vice Provost
Amanda	Sellers	Other	UCF Communications	Guest	Communications Specialist/PIO
Joseph	Thalheimer	Other	Emergency Management	Guest	
Lee	Dotson	UL		Guest	Librarian
Adrienne	Frame			Guest	VP, SSWB
Lucretia	Cooney	Other	Faculty Excellence	Guest	Director
Eric	Main	Other	FCTL	Guest	Associate Director
Carl	Metzger	Other	Public Safety	Guest	Associate VP for Public Safety and Chief of Police
Winston	Schoenfeld	Other	Office of Research	Guest	Interim VP for Research

**Announcements and Report of the Senate Chair Stephen King  
Faculty Senate Meeting  
November 3, 2022**

Today, for my chair report, I want to talk about faculty involvement in Emergency Response at UCF. We have the COVID crisis and Hurricane Ian as two stark reminders that emergencies can happen at any time, and that there are multiple levels of response to these crises.

With the COVID pandemic and Hurricane Ian being vastly different emergencies, and with two areas off the coast of Florida out in the Atlantic that could turn into new hurricanes, I think it's a great time to start talking about this now.

First, when I talk about faculty involvement, I do NOT mean that faculty should be weighing in decisions of life and limb, building integrity, or what windspeed is safe to drive in if a hurricane hits.

UCF has robust Emergency Management plans for many potential crises, that were designed by professionals such as Campus Police Chief Carl Metzger, and the Director of Emergency Management Joe Thalheimer. They are the experts; and dealing with the immediate response to an emergency itself needs to be done by them.

The University also has a communications team, overseen by Associate Vice President Patrick Burt, that works with many partners on campus to coordinate and oversee the messaging that comes out prior to, during, and after emergencies.

Where I think faculty can have a useful voice is in discussions about the response UCF takes so that PRIOR to the crises: how are we prepared? and AFTER the immediate crises is over, how do we return to our core missions of teaching students, performing research, and engaging with the greater community around us.

The critical point I want to make is that I am talking not just about the plans we have, but also how we communicate what is happening, and what options faculty staff and students should be considering before, during, and after an emergency.

Here are a few examples of what I mean that are fresh in my memory as they happened after Hurricane Ian hit us just over a month ago:

What plans do we have ready to go to help students staff and faculty that no longer have housing, internet, or other essential needs?

And What plans do we have to allow researchers to return to campus to take care of time sensitive issues such as keeping research animals and other biological samples alive and healthy, or adding liquid nitrogen to equipment that HAS to be kept at super-cold temperatures or else it will go into catastrophic failure.

These examples are not part of the emergency itself, but rather important illustrations that it would be best for UCF to have a whole range of options available and in hand when the emergency response team considers what actions to take prior to, during, and immediately after an emergency.

I've talked with the President Cartwright, Provost Johnson, Chief Metzger, and several others in the emergency management area about these ideas and had strong support from them on the voice faculty could have in messaging and in "post emergency" processes where UCF comes out of a crises, but may not be fully functional yet.

There are two ways I would like senate to address these issues.

**First the short-term approach to providing feedback:** we are having today's campus climate report on Emergency Responses. We have invited  
Campus Police Chief Carl Metzger,  
Director of Emergency Operations Joe Thalheimer, and  
Associate Vice President for Communications Patrick Burt  
to speak with us today.

I hope we can have a conversation where, as faculty, we can provide input and feedback to the speakers that would help guide how to proceed making future plans.

**Second: the long-term approach to providing feedback:** The best long-term approach is to have the people making our emergency plans,  
Chief Metzger, Joe Thalheimer, and others,  
work with our Faculty Senate Campus Safety committee year-round to explore ideas, and to have a portfolio of plans in place.....  
so that no matter what emergency UCF faces, we have a range of options that can be the starting spot for our planning and communications with faculty, staff, and students.

Now, I hope some of you just said to yourself: we DONT HAVE a dedicated campus safety committee....and guess what, if you said that you'd be right!

We do not have a campus safety committee....yet. But we do have a plan to get one! We have a University Parking and Transportation committee, and also a Faculty Senate Parking Transportation, and Safety committee.

Even better: the Senate Steering committee approved a topic to determine how to move all the parking and transportation aspects of both committees into the University committee....and then take the faculty senate committee and have it focus exclusively on campus safety.

This process is underway, and yes, you are likely to see some bylaw changes about that in the spring.



In the meantime, I will start working with that evolving committee and the appropriate administrators to make sure our faculty voice, ideas, and concerns are part of the emergency response now and into the future.

The last thing I will mention about emergency response is the mental health aspect of any UCF response. Mental health is a critical aspect of the response when people lose housing, are overwhelmed and struggling to consider how they could possibly get to class or take a test, and have other concerns after a crisis hits UCF.

I have not brought in people to talk about this point today, because I plan to have a campus climate report next month that takes a comprehensive view of mental health needs and resources available for UCF Faculty, staff, and students.

I will end with three short announcements:

**First announcement:** In what I believe will be a first, the steering committee will be having our February meeting at the downtown campus. I am excited to have steering committee members experience the downtown campus and learn more about that campus during our time there. As a faculty member who's office and research lab is not on main campus, I think it is important for others to experience what it is like to be at another campus, even if it's just for an afternoon. If this goes well, I can envision having a Steering meeting in future years at other UCF campuses.

**My second announcement** is about the Vice President for Research and Innovation position, where UCF has a nationwide search underway. I strongly encourage all of you and the faculty in your home units to think of colleagues across the country that have the potential to be a great fit for the UCF VP for research and innovation. This position will be critical for all of our research endeavors into the future, so let's all help identify the best candidates we can.

You can see details of the search committee and the position description if you go to [www.ucf.edu/leadership](http://www.ucf.edu/leadership) and scroll down to the open position near the bottom of the page. If you have someone in mind that UCF should consider, you can nominate them by sending an email to [Executivesearch@ucf.edu](mailto:Executivesearch@ucf.edu)

The search committee will follow up with that information.

I will make sure the website and email addresses are posted in the chat and part of the minutes

**My last update is** about the Post tenure review process.

The Board of Governors will be considering and voting on a specific proposal at the BOG meeting next week in Tampa.

If approved by the BOG, there will be a 14-day open window for everyone to make comments on the proposal.

Based on the **expected timing**, that 14-day window would close on or right after Thanksgiving day.

I am a strong believer that we, as faculty, should provide feedback when we have the opportunity, so once the public notice has begun, the senate will send information to faculty about how to do that.

## Report of the Provost Michael D. Johnson

Thursday, November 3, 2022, 3 p.m. to 5 p.m.

Student Union, Charge On Room, 340

### Accolades

- It is a great joy to recognize outstanding faculty.
- We did so Tuesday, at this year's Luminary Award ceremony at Leu Gardens
- These annual awards highlight faculty whose scholarship and creative work has had real impact, improving our nation and the world. We celebrated six this year:
  - Mindi Anderson, College of Nursing;
  - Mike Chini, College of Sciences;
  - Yaser Fallah, College of Engineering and Computer Science;
  - Michelle Gregoire Gill, CCIE;
  - Julia Listengarten, CAH;
  - and Staci Zavattaro, CCIE.
- I hope you will read about these wonderful people in UCF Today. I offer my congratulations to all.
- The latest *U.S. News & World Report* rankings place the College of Optics and Photonics among the top 25 universities in the world for optics.
  - The college ranks No. 4 among U.S. public universities and No. 9 among all U.S. universities.
  - Other notable U.S. universities in the top 25 include Caltech, Harvard, Stanford, UCLA, Columbia and MIT.
- Congratulations to Dean Hagan and all the faculty at CREOL who make this level of excellence possible.
- Lastly, UCF's Comprehensive Urban Teacher Pipeline program received one of two national Shirley S. Schwartz Urban Education Impact awards this year.
- The honor recognizes partnerships on teacher preparation and leadership between universities and urban school districts that have a substantial impact on student learning.
- UCF's effort in partnership with Orange County recruits, develops and retains high quality teachers to prepare teachers for the county's Title 1 schools. It has had great success, and I congratulate them on their recognition.

### Hurricane Ian Impacts

- UCF campuses faced minimal damage and returned to normal operations quickly
- However, some hundreds of students and an appreciable number of faculty and staff reported significant hardships; such as flooding that led to severe home damage or displacement, loss of vehicles; some lost everything.
- We have been able to provide some support.
- For students, this included temporary housing, emergency funding, emergency gift cards, and academic coaching
- Ian resulted in five lost class days at UCF, disrupting teaching, assignments and tests; students hit hardest by the storm worried about being able to keep going
- Pushed back the withdrawal date back by a week to this Friday; gave students more time to consult with advisors, instructors, success coaches and family as they considered their options.
  - The extra week helps us do everything we can to keep students on track in pursuit of their degrees.
- Grateful to our faculty who have been compassionate and accommodating in helping our struggling students navigate their courses

- I also appreciate our faculty's understanding of our obligation to meet a course's full set of learning objectives, despite the challenge of this interruption.
- For employees, aid included some financial support and a special leave program.
- UCF's strong response to help our fellow Knights wouldn't have been possible without the efforts of so many who rallied to assist
  - About 750 donors contributed nearly \$200,000 to aid Knights in need
  - Grateful to the employees who donated their accrued vacation and sick leave hours to afflicted colleagues who needed additional time off to recover

## New Legislation

- The Florida Board of Governors and now the university have approved new regulations, as required, to implement HB 7
- As you know, this new state legislation passed this year alters the Florida civil rights law that prohibits discrimination and defines certain acts as discrimination.
- There are no surprises in the UCF regulation. The UCF regulation essentially replicates the regulation of the BOG.
  - The regulation can be found on UCF's regulations webpage, and the related approved policy is posted on UCF's Policies and Procedures webpage.
- As I've underscored in faculty messages and in meeting with various departments and deans, the new law does not prohibit teaching controversial and challenging topics.
- In my view, the law codifies what our faculty already know is their professional responsibility: to educate, not to indoctrinate; to teach, and not to preach.
- Students have to understand – they don't have to agree.
- If a student complains that a faculty member has crossed the legal line, we will have to investigate – as we always have; no student complaints so far
- As a reminder, the Faculty Center for Teaching and Learning website has FAQs about the new legislation and how it affects teaching, and guidance for facilitating civil dialogue.
- **New state legislation**, SB-7044, requires a new post-tenure, five-year review cycle for professors at our state universities.
- The BOG has posted a proposed regulation implementing the new law. I expect them to post it for public comment at their meeting next week, and then take up a final version for approval perhaps in January.
  - At that point each university will adopt a corresponding regulation, and policies; and I expect the process may require collective bargaining.
- The new law and regulation will bring major change to our post-tenure-review process. The draft regulation requires each tenured faculty member to have a comprehensive review of performance every five years.
  - To get started, at least 20% of the tenured faculty will be evaluated each year, beginning with those longest in rank.
- The review will include consideration of the faculty member's accomplishments and productivity relative to assigned duties in research, teaching and service, as well as the history of professional conduct.
- Under the draft regulation, faculty will submit a dossier with information for the review period, which will be reviewed by the chair and dean.
- The provost is then responsible to rate each faculty member's performance and professional conduct. In the draft regulation, the provost – but not chairs or deans – can seek advice from an advisory committee.
- Finally, depending on the rating, faculty members could be considered for recognition or conceivably pay increases, or could be subject to a performance improvement plan or even termination.
  - There will be an appeals process that isn't spelled out yet.

- And at the end of each year, the provost needs to report the results to the Board of Trustees – and the results will be audited annually as well.
- As you can tell, this is a very significant change to tenure in the state of Florida.
  - It doesn't end tenure, but it does require universities to be serious and responsible about assuring that faculty who have earned tenure are continuing to perform satisfactorily.
- Changes like this can be frightening. But I think we should embrace it.
  - Tenure has never been intended to permit people to slack off while continuing to receive a full pay check. And I do not believe that this is a significant issue at UCF.
- In my opinion it is our responsibility to demonstrate to the public that we are indeed responsible in our use of public funds.
  - In fact, I think this may become necessary across the country for the institution of tenure to continue into the future.
- Still, this is a significant change, with many details not clear. We will continue to report what we learn.

### **New Division of Success and Wellbeing**

- A top university priority, and a major focus of our new strategic plan, is to improve student success and well-being. Want to help the students who enroll here succeed all the way through to graduation.
- We hired Dr. Paul Dosal as our first Senior Vice President for Student Success. His first charge was to rethink organization. Since arriving this summer, he has worked with many university stakeholders to think this restructuring through.
- Effective last week, based on his recommendations that I accepted, we dissolved SDES and SLAS and from them formed a new division of Student Success and Well-being, which Dr. Dosal leads.
- This new division brings together the central university teams focused on helping our students through their whole UCF experience, including enrollment and admissions, advising, housing, student life and wellness, careers, and more.
- This of course is only part of how students are supported – the colleges, their advisors, all faculty in their classes and mentoring, are a giant piece of this.
- Dr. Dosal knows well that a large part of his job is to work together with the colleges and faculty – and to make certain his team does so, too.
- Dr. Theodora Berry will continue to serve as Vice Provost and Dean of the College of Undergraduate Studies, reporting to me and serving as a senior member of the leadership team within Academic Affairs.
  - Will provide leadership to the College of Undergraduate Studies and oversee policy and curriculum development across UCF's common undergraduate experience.

1 Resolution 2022-2023-2  
2 Faculty Bylaw Change  
3 Faculty Senate Bylaw Amendment Process  
4  
5

6 **Whereas**, the Bylaws to the Constitution of the Faculty of the University of Central  
7 Florida amendment process requires a bylaw amendment to be on the agenda of two  
8 successive Senate meetings, and that there also be 30 days prior notice before the first  
9 of those meetings; and

10  
11 **Whereas**, the current Bylaw amendment process results in an extended time period of  
12 up to 78 days between the original time of notice and the day on which the Bylaw can  
13 be considered and voted upon due to the 28 day cycle of Faculty Senate meetings; and  
14

15 **Whereas**, the widespread and ubiquitous utilization of digital communications has sped  
16 up the way in which the Faculty Senate and all of UCF communicates and conducts  
17 business; therefore:

18  
19 **Be it resolved** that the Faculty Bylaw amendment process detailed in section X.A. of  
20 the Bylaws to the Constitution of the Faculty of the University of Central Florida be  
21 amended to state:  
22

23 A. The Faculty Senate may amend its own bylaws by the affirmative vote of a majority  
24 of Senate members present and voting at a meeting with a quorum.

25  
26 1. A proposed amendment shall be included on the agenda for discussion at two  
27 successive regular meetings of the Senate.

28  
29 2. The text of a proposed bylaw or amendment to a current bylaw must be made  
30 available electronically to the members of the Faculty Senate prior to the first  
31 meeting.

32  
33 3. The proposed amendment is subject to amendment and vote at the second  
34 Senate meeting.

35  
36 4. In cases of emergency, established by the Steering Committee, the  
37 requirement of requiring two successive meetings can be waived.

1 Resolution 2022-2023-3  
2 Faculty Bylaw Change  
3 Library Faculty Serving on Faculty Senate Graduate Council and Committees  
4

5 **Whereas**, library faculty served for many years as graduate faculty members of  
6 the Graduate Council and the four graduate committees (Policy, Appeals,  
7 Curriculum, and Program Review & Awards); and  
8

9 **Whereas**, including library faculty as full voting members of these graduate  
10 committees has positively contributed to the decisions and recommendations of  
11 these committees; and  
12

13 **Whereas**, the unique position that library faculty hold within the University of Central  
14 Florida scholarly community results in active involvement in Graduate education but  
15 may not result in library faculty meeting the criteria for persistent  
16 Graduate Faculty status; and  
17

18 **Whereas**, the current language of the Faculty Constitution & Bylaws identifies  
19 graduate faculty status as a requirement for membership on these graduate  
20 committees; therefore  
21

22 **Be it Resolved** that the Bylaws be amended as follows to allow library faculty to  
23 serve as full voting members on these graduate committees:  
24

25 Section VII. Senate Curricular Committees  
26

27 B. Graduate Council  
28 b. Membership.  
29

30 The council shall consist of all of the members of the committees of the Graduate  
31 Council and the dean of the College of Graduate Studies (ex officio). All faculty  
32 members of the Graduate Council, except the representatives from the University  
33 Library faculty, must be Graduate Faculty, as specified in  
34 the Graduate Catalog. The representatives from the University Library faculty  
35 and the graduate students shall be full voting members of the council regardless  
36 of graduate faculty status.  
37

38 1. Graduate Policy Committee  
39 b. Membership.  
40

41 The Graduate Policy Committee shall consist of one graduate faculty member  
42 from each academic unit, at least four of whom are members of the Faculty  
43 Senate, a representative from the University Library faculty, and a graduate  
44 student. The representative from the University Library faculty and the  
45 graduate student shall be a full voting member of the committee regardless  
46 of graduate faculty status.  
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2. Graduate Appeals Committee  
b. Membership.

The Graduate Appeals Committee shall consist of at least one graduate faculty member from each academic unit, a representative from the University Library faculty, a graduate student, and the dean of the College of Graduate Studies (ex officio) or her/his designee. The representative from the University Library faculty and the graduate student shall be a full voting member of the committee regardless of graduate faculty status.

3. Graduate Curriculum Committee  
b. Membership.

The Graduate Curriculum Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, a representative from the University Library faculty, and a graduate student. The representative from the University Library faculty and the graduate student shall be a full voting member of the committee regardless of graduate faculty status.

4. Graduate Program Review and Awards Committee  
b. Membership.

The Graduate Program Review and Awards Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, a representative from the University Library faculty, and the dean of the College of Graduate Studies (ex officio) or her/his designee. The representative from the University Library faculty shall be a full voting member of the committee regardless of graduate faculty status.



1 Resolution 2022-2023-4  
2 Faculty Bylaw Change  
3 Research Council Membership  
4  
5

6 **Whereas**, the duties and responsibilities of the Research Council are far ranging, and  
7 include in part assisting in the evaluation of university research programs, reviewing the  
8 activities of committees that deal with human subject or animals in research, working  
9 with Office of Research administration in establishing guidelines for submission and  
10 review of research proposals, and recommending policies relating to research activities,  
11 research facilities, responsible research conduct, and patents; and  
12

13 **Whereas**, the Research Council currently has the flexibility to divide into committees  
14 based on the specific needs or emphasis in any given year; and  
15

16 **Whereas**, faculty membership on the Research Council consists of exactly eighteen  
17 faculty members proportionally representing all of the University academic units, plus  
18 two additional faculty from the university institutes and/or centers; and  
19

20 **Whereas**, the efficiency of the Research Council would be enhanced by having  
21 additional faculty members representing the academic units, thus providing a wider  
22 array of viewpoints and experiences from which the council could draw upon; therefore  
23

24 **Be it resolved** that the Bylaws to the Constitution of the Faculty of the University of  
25 Central Florida be amended in Section VI.F.2 to replace the text  
26

27 “The committee shall consist of eighteen faculty members with at least one  
28 representative from each of the academic units selected by the Committee on  
29 Committees and two additional faculty members from the institutes and/or centers will  
30 be designated by the vice president for the Office of Research.”  
31

32 with  
33

34 “The committee shall consist of **twenty-eight** faculty members with at least one  
35 representative from each of the academic units selected by the Committee on  
36 Committees and **three** additional faculty members from the institutes and/or centers will  
37 be designated by the vice president for the Office of Research.”  
38

1 Resolution 2022-2023-5  
2 Faculty Bylaw Change  
3 Excessive Absences in Committees  
4

5 **Whereas**, the principles of shared governance requires contributions from the Faculty  
6 Senate, the Senate operational committees, Senate curricular committees, and joint  
7 committees, in making reviews and recommendations to the president, the provost and  
8 vice president for academic affairs, and other administrators on all matters concerning  
9 the welfare of the university; and

10  
11 **Whereas**, meaningful contributions from faculty appointed to committees requires the  
12 presence of the faculty at scheduled committee meetings; and

13  
14 **Whereas**, the Faculty Senate appoints faculty members, only a fraction of which are  
15 senators, to serve on Senate operational committees, Senate curricular committees,  
16 and joint committees; and

17  
18 **Whereas**, the faculty senate has a mechanism to address vacancies or excessive  
19 absences by senators at Senate meetings as described in the Bylaws Section V.A.-C.;  
20 and

21  
22 **Whereas**, joint committees have a mechanism to address vacancy or excessive  
23 absences as stated in Bylaws Section VII that “If a non-elected committee member is  
24 absent or unable to serve for eight weeks or longer, an interim or permanent  
25 replacement will be appointed for the remaining term”; and

26  
27 **Whereas**, consistent expectations for committee attendance at Senate operational  
28 committees, Senate curricular committees, and joint committees would benefit faculty in  
29 understanding expectations; therefore

30  
31 **Be it resolved** that the Bylaws to the Constitution of the Faculty of the University of  
32 Central Florida be amended in Section VI and Section VII to state “If a committee  
33 member is absent or unable to serve for eight weeks or longer, an interim or permanent  
34 replacement will be appointed for the remaining term by the agency that appointed the  
35 committee member”; and

36  
37 **Be it further resolved** that the Bylaws to the Constitution of the Faculty of the  
38 University of Central Florida be amended in Section VIII to replace “If a non-elected  
39 committee member is absent or unable to serve for eight weeks or longer, an interim or  
40 permanent replacement will be appointed for the remaining term” with “If a committee  
41 member is absent or unable to serve for eight weeks or longer, an interim or permanent  
42 replacement will be appointed for the remaining term by the agency that appointed the  
43 committee member”.

44  
45

1 Resolution 2022-2023-6  
2 Faculty Senate Bylaw Amendment  
3 Faculty Senate Parliamentarian  
4

5 **Whereas**, the Bylaws to the Constitution of the Faculty of the University of Central Florida state  
6 that one of the duties of the Faculty Senate Chair is to appoint a parliamentarian; and  
7

8 **Whereas**, meetings of the Senate are conducted according to the latest edition of Robert's  
9 Rules of Order, which asserts "a member of an assembly who acts as its parliamentarian has the  
10 same duty as the presiding officer to maintain a position of impartiality, and therefore does not  
11 make motions, participate in debate, or vote on any question except in the case of a ballot  
12 vote"; and  
13

14 **Whereas**, it has been customary practice in the Senate that the Chair appoints a member of the  
15 Senate to be the parliamentarian, and that the appointed parliamentarian engages in debate,  
16 makes motions, and votes on all questions before the Senate; and  
17

18 **Whereas**, Webster's New World Robert's Rules of Order Simplified and Applied provides an  
19 alternative status for the parliamentarian as follows: "If a member is considered the  
20 parliamentarian and sits with the assembly during meetings and does not advise the chair  
21 during the meetings, then perhaps the parliamentarian would have the right to make motions,  
22 discuss them, and vote"; therefore:  
23

24 **Be it resolved** that the Faculty Bylaws be amended to state in section III A. 1. g. to state:  
25 "To appoint a parliamentarian. The parliamentarian, if a member of the Senate, has the rights  
26 to make motions, engage in debate, and vote, but cannot sit by or advise the Chair of the  
27 Senate during a meeting."



# Faculty Senate

Faculty Senate  
Committee Reports  
November 3, 2022

## **Budget and Administrative Committee**

Chair – Tina Buck; Vice Chair – Keri Watson  
No update

## **Information Technology Committee**

Chair – Glenn Martin; Vice Chair – Joseph Harrington  
November 1, 2022

Committee met for about an hour. Discussion on “resources for the common good” focused on eligibility criteria. A high-level of Workday IT issues were reviewed and discussion on future capabilities such as a Workday Dashboard for all UCF required training courses. This was followed by discussion about a system for public comment (that various organizations within UCF could potentially use). Finally, some discussion of IT issues related to the UCF Strategic Plan was held.

## **Personnel Committee**

Chair – Karol Lucken; Vice Chair – Gulnora Hundley  
October 19, 2022

New and extensive E & G expenditure and CPI data were presented by Michael Proctor. Given the limited authority of the Personnel Committee to take further action on this matter, the committee agreed that such data be raised at Steering and Faculty Senate meetings for response and comment and that such data be shared with the UCF union since they are responsible for matters related to salaries and raises. We also plan to invite SVP Hector to an upcoming meeting to address these matters further. An update was also provided on the subcommittee work of drafting a resolution regarding faculty involvement in hiring. Last, a final status review of the “old” topics forwarded by Steering was conducted. Only 2 of the topics remain open and/or in progress, namely “faculty involvement in hiring-resolution” and “faculty administrative action in cases of faculty misconduct.” In the latter case, we plan to invite or inquire of Rhonda Bishop or her representative about whether the current procedures involved in processing and adjudicating allegations of faculty discrimination misconduct also apply to discrimination as defined under HB7. All other “old” topics forwarded by Steering have been deemed resolved or lacking current sponsorship.

## **Research Council**

Chair – Linda Walters; Vice Chair – David Luna  
October 10, 2022

The Council met with Gerald Hector to discuss research-related issues with Workday. 42 people were on the zoom meeting and lots of concerns were shared. First positive result is that OPS employees will be able to revise their own timecards starting 11/11/22. There is now a PI Dashboard, and it should now be easier to edit your mailing address in Amazon Punchout.



# Faculty Senate

Research Council will continue to meet monthly with Hector. These meetings will occur from 4-5 PM on November 10 and 4-5 PM on December 8. Walters and Research Council members continue to welcome emails/conversations on any specific research concerns faculty have with Workday. Our second accomplishment is the Research Council unanimously approving the final document requested by Office of Research for Membership of Faculty Research Misconduct Review Committee: To facilitate timely faculty research misconduct inquiries and investigations, the UCF Research Council recommends that a standing committee be formed that includes one faculty member from each department or unit. This committee composition would provide a sufficient pool of expertise ready to assist as needed. The committee would be staffed each summer through the Faculty Senate Committee-on-Committees. Membership on this committee will include tenured faculty at the ranks of Associate and Full Professors, Research Associate and Full Professors, and Clinical Associate and Full Professors. Faculty would serve 2-year terms, with 50% of the members rotating off each year.

## **Graduate Council**

Chair – Stacy Barber; Vice Chair – Valeriya Shapoval

The Policy Committee met last week and is revising the 7-year rule for transfer credit. We expect a revised policy to be completed by our next meeting (next week). The Curriculum Committee met regarding changes from the College of nursing, Art and Humanities and Health Professions. Presentations were made with main points related to curriculum adjustments and fees adjustments. Presentations were straight forward; some questions were asked and all were approved.

## **Undergraduate Council**

Chair – Jeffrey Kauffman; Vice Chair – Tina Chiarelli

No update

## **Ad Hoc Committee on Civil Discourse**

Chair – Stephen King

No update

## **Ad Hoc Student Success Committee**

Chair – Tina Chiarelli

No update

UCF PUBLIC SAFETY AND COMMUNICATIONS

# UNIVERSITY EMERGENCY OPERATIONS

Chief Carl Metzger, Associate VP for Public Safety  
Joe Thalheimer, Director of Emergency Management  
Patrick Burt, Chief Communications and Marketing Officer, UCF



# UCF PUBLIC SAFETY

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**Police Department**

**Emergency Management**

**Victim Services**

**Department of Security**

# POLICE DEPARTMENT

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*Accredited, full service police department*

*Provide law enforcement services and crime prevention assistance to the UCF community*

*24/7, 365 days a year communications center*



## EMERGENCY RESPONSE

- Active shooter/active threats
- In progress crimes
- Gas leaks, smoke, fire
- Alarms – panic, fire, burglary
- Medical emergencies
- Mental health crises
- Natural disasters – hurricanes, tornadoes, etc.



# HURRICANE RESPONSE

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- Plan with Emergency Management (EM) and the Emerging Issues and Crisis Response Team (EICERT)
- Work with EM and university communications team on campus messaging
- Provide security at ride out locations
- Traffic control points/campus lockdown
- Respond to emergencies during the storm
- Assist with campus post storm assessment and reopening

# EMERGENCY MANAGEMENT

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- Created in 2008
- BOG Regulation 3.001 (Program, CEMP, COOP)
- Florida Statute 252.31 – 252.90 (Governance)
- Team of 3 (Director, Manager, Coordinator)
- Part of Public Safety since 2019
- Chain of Command
  - President
  - Sr. VP A&F
  - AVP Public Safety
  - EM



2021

## University of Central Florida Hurricane Plan



UCF Department of Emergency M  
Current as of  
June 2022

### Department of Emergency Management

#### UCF Department Hurricane Timeline

##### Purpose:

The purpose of the UCF Department Hurricane Timeline is to establish a framework for department activities leading up to, and after a tropical weather system. It is recommended that all departments update their hurricane timeline before the start of hurricane season each year.

##### Scope:

The UCF Department Hurricane Timeline is intended for department-level application for tropical weather operations impacting the University and is scalable based on the severity of the event.



##### How to use the timeline:

1. Use the tabs at the bottom of the spreadsheet to navigate between the various timeline pages. Pages are organized by the number of hours until the onset of tropical storm force winds (39 MPH or greater) within Orange County.

Pre Hurricane Season | **120 Hours** | 96 Hours | 72 Hours | 48 Hours | 24 Hours | 12 Hours | Post Storm

2. In each tab, list the protective measures and other activities completed by the respective department during that time frame (E.g. fueling vehicles, testing systems, reviewing COOP plans, etc.).
3. List the point of contact and contact information for each protective measure or activity. List by title, not name.
4. Be thorough and mindful as you fill out each timeframe tab, some may contain more activities than others.
5. Once complete, ensure department leadership approval is received and submit to the Department of Emergency Management.
6. More information on hurricane preparedness can be found on the UCF Department of Emergency Management's (DEM) website at [emergency.ucf.edu](http://emergency.ucf.edu) and any questions can be forwarded to the Plans & Programs Coordinator at 407-882-7111.

6

6

## HURRICANE PLAN

- Considered a “Hazard-Specific” Plan
- University-wide application and may be fully or partially implemented as appropriate
- Purpose is to ensure UCF is prepared to respond to, and recover from, hazards associated with tropical weather systems

## HURRICANE TIMELINES

- Purpose is to establish a list of departmental activities leading up to, and after a tropical weather system
- Recommended that all departments review and update their hurricane timeline prior to the start of hurricane season—June 1

# EMERGENCY OPERATIONS CENTER (EOC)

## Activation Levels

- 3 – Monitoring
- 2 – Partial
- 1 – Full Scale

## ESFs / ECOs

- ESFs – key operational departments from within UCF
- ECOs – liaisons to UCF entities with specific needs

## Decision-making Calls

- Florida Division of Emergency Management
- National Weather Service – Melbourne
- Orange County Emergency Management

## EICRT Briefings

UCF Alert



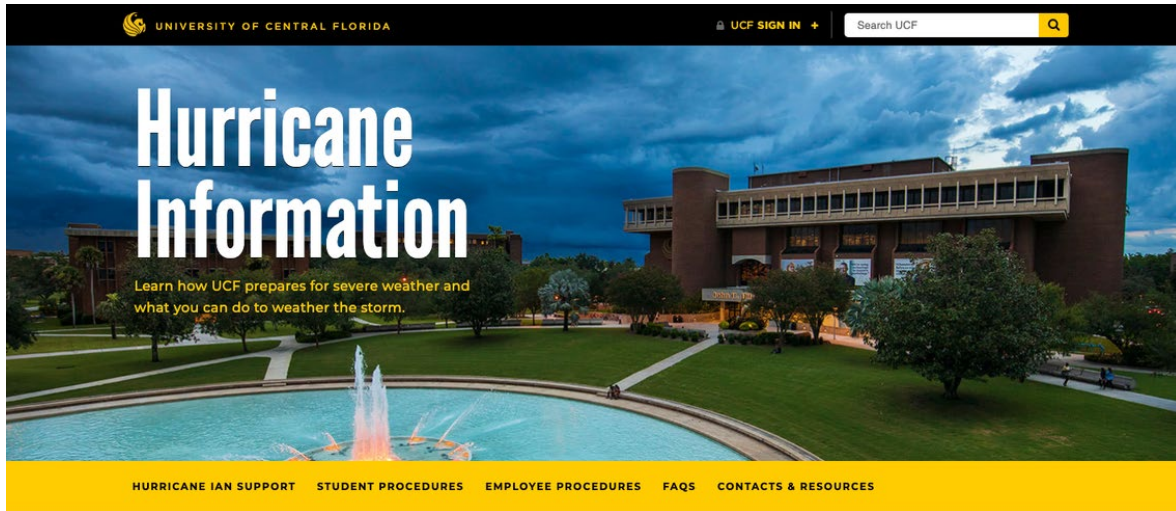
**UCF ALERT** 



LEVEL 1

LEVEL 2

LEVEL 3



### UCF Cares About All of Our Knights

Following Hurricane Ian, UCF continues to support those in our community most impacted.

You can support Knights in need by contributing to UCF's [Emergency Relief Fund](#). Knights Pantry also welcomes donations from the community.

#### For Our Students

Students impacted by the storm with outstanding needs should contact Student Care Services by [filling out this form](#). Students who would like to speak with Counseling and Psychological Services should call CAPS' crisis line at [407-823-2811](#) and press 5 if they need to speak with a therapist.

#### For Our Employees

Employees should communicate directly with their supervisors regarding ongoing hardships.

[Employee Assistance Program](#): Providing work, life and mental health support for employees in need.

### Severe Weather at UCF

## HURRICANE WEBSITE

### HURRICANE SEASON STARTS IN JUNE

June 1, UCF sends an email with information about hurricane preparedness, a video on how to create a hurricane kit, as well as other resources.

We use a variety of channels during hurricane season and active storms. They include:

- UCF Alert email/text
- Emails
- Text
- Social Media (Facebook, Instagram, Twitter, LinkedIn)
- UCF.edu / UCF.edu/hurricane / UCF Today Stories
- UCF Mobile App

The screenshot shows the top navigation bar of the University of Central Florida website. It includes the UCF logo, the text "UNIVERSITY OF CENTRAL FLORIDA", a "UCF SIGN IN" button, and a search bar labeled "Search UCF". The main content area features a large heading "Hurricane Ian Recovery Updates" in white text against a background of palm trees. Below the heading is a sub-headline: "Knights are known for our culture of care and compassion, and that spirit will be important as we come together and recover from the impacts of Hurricane Ian." A yellow navigation bar contains three links: "UPDATES & RESOURCES", "ADDITIONAL ASSISTANCE", and "SUPPORTING OUR COMMUNITY". A light blue banner at the bottom of the screenshot displays the text: "Current Status: All operations at UCF are normal."

UCF cares about all of our Knights, and we are providing resources to those in our community who have been impacted by Hurricane Ian. As we reopen, faculty and supervisors are asked to demonstrate empathy and provide flexibility to students and employees given Hurricane Ian's catastrophic impact.

#### **For Our Students:**

We want to hear from impacted Knights so that we can connect them with services and support. Students impacted by the storm with outstanding needs should contact Student Care Services by [filling out this form](#). UCF staff are working with these students on a one-on-one basis to provide them with resources and support as they navigate their recovery. Available resources include:

- **Knights Pantry:** [Knights Pantry](#) is open to all students and is temporarily extending their services to include faculty and staff members facing hardship due to the storm.

## HURRICANE IAN UPDATES

### ACTIVE STORM COMMUNICATIONS

When a tropical wave or weather system is identified, we start a process of communicating preparedness and preparation for the storm.

In the case of Hurricane Ian, messages started on September 23 when Hurricane Ian was still a tropical depression, and updates were sent on September 25, through Sept. 29. September 30 began a shift from safety and storm messaging to recovery, assessment and re-opening messaging.

## **AFTER ACTION ANALYSIS**

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A look at what went well, what we did not anticipate, what we can do better, what needs to be done differently.

### **PREPAREDNESS AND POSSIBLE IMPACTS**

Be more direct about what may need to be planned for ahead of the impact.

### **COMMUNICATE HOW WE WILL COMMUNICATE**

Be direct and specific about the channels our audience will receive communications via. Say, "Sign up now for UCF Alerts," or "Pay attention to UCF social channels."

### **DEFINE CLOSURE AND CLOSING**

Set the expectations of what return to operations may mean. What will be expected of employees and that some may need to return before others.

### **COMMUNICATE WITH KEY GROUPS TO HELP SHARE MESSAGES**

Actively tell Communications Council, President's Leadership Team, and others information that will help them address questions and empower them to communicate at the right time.