

**Faculty Senate Meeting**  
Minutes of  
**October 20, 2016**

Keith Koons, chair, called the meeting to order at 4:01 p.m. The roll was circulated for signatures.

**MINUTES**

Motion to approve the minutes of September 22, 2016 was made and seconded. The minutes were approved as recorded.

**RECOGNITION OF GUESTS**

Deborah German, Vice President for Medical Affairs and Dean of the College of Medicine

Ross Wolf, Associate Dean, College of Health and Public Affairs

Ellis Taylor, Associate Dean, College of Business Administration

Jana Jasinski, Associate Dean, College of Sciences

Kristy McAllister, Academic Affairs Information and Publication Services

Margaret Mlachak, Project Manager, Academic Affairs

**ANNOUNCEMENTS**

Dr. Koons informed the senators that the Student Government Association appointed Ms. Rachel Altfield, Vice President of the Student Body as the designated Student Government Association (SGA) representative on the Faculty Senate. As provided in the Faculty Constitution, Ms. Altfield is extended the privilege of participating in debate.

Reminded the senators to speak directly into a microphone when making comments or asking questions to facilitate everyone being able to hear. If you are sitting at one of the side tables, please go to a microphone to make a comment.

**OLD BUSINESS**

None.

**REPORT OF THE PROVOST**

Ronnie Korosec, Associate Provost for Academic Affairs attended on behalf of the provost. The provost was called to a meeting and sends his regrets.

Introduced Vice President for Medical Affairs and Dean of the College of Medicine, Deborah German to provide information regarding the new teaching hospital. A handout was distributed providing the rationale behind the decision for the College of Medicine to partner with Hospital Corporation of America (HCA) in building a teaching hospital. In 2006, the legislature approved the College of Medicine as a professional school and to be the anchor in Medical City. In 2012, the Board of Trustees approved the purchase of 25 acres of land. UCF has searched for a partner to build a teaching hospital, allowing UCF governance and ownership. In a short timeframe, UCF filed a certificate of need to build

a teaching hospital, received Board of Trustees approval to move forward with a partnership, and is now working on developing the public/private partnership with HCA. The only investment for UCF is the land and the UCF brand. HCA will build the physical hospital costing anywhere between \$150 and \$200 million.

Question: Who is paying for the operating expenses to run the hospital?

Answer: A previous College of Medicine grant has resulted in many strong physician relationships. UCF Health faculty and private physicians will staff the hospital.

Dr. Korosec expressed gratitude on behalf of the provost for those faculty that attended the first Provost Forum on Research and Graduate Studies. The next Provost Forum is scheduled for November 1 at 9:00 – 10:00 a.m. in the Global UCF Building, room 101AB on the topic of faculty prominence and excellence.

The Provost has asked that I communicate concerns with Resolution 2016-2017-10 Restore Section IV.I Resolutions when the Senate discusses the resolution later in the agenda.

## **NEW BUSINESS**

### Amendment/vote on Resolutions Brought Forward by Steering on August 11, 2016

The eleven resolutions were approved by the Steering committee in August. The resolutions were brought before the Senate in September for discussion. Today the resolutions are up for possible amendment and voting.

Dr. Koons introduced each resolution previously distributed, noting only changes to the proposed amendment (in red) are up for amendment, not the complete bylaw.

1. Resolution 2016-2017-1 Faculty Senate Bylaw Change, Section VIII. Joint Committees and Councils. Motion and second to approve the resolution. Open for discussion; none.  
Vote: All in favor; motion passes.
2. Resolution 2016-2017-2 Faculty Senate Bylaw Change, Various Joint Committees and Councils. Motion and second to approve the resolution. Open for discussion; none.  
Vote: All in favor; motion passes.
3. Resolution 2016-2017-3 Faculty Senate Bylaw Change, University Promotion and Tenure Committee. Motion and second to approve the resolution. Open for discussion. First whereas clause indicates that Regulation 3.015 and 3.0175 exempt faculty from serving that have served the prior two years. This is stated in 3.0175 at the university level, but only at the college level in 3.015. Even though “exempt” is the term in the regulation, don’t think it is the right term. Think the intent is to exclude, not exempt. Exempt means you don’t have to serve, where exclude means you can’t serve. Reviewed regulation.

Motion and second made to delete the first whereas clause on line 3 and 4. Noted that the first whereas clause is correct referring to 3.0175, just not accurate for 3.015. Open for discussion. Discussed the term staggered. Determined staggered means staggering the membership terms to ensure continuity. Discussion closed.

~~Whereas, UCF Regulation 3.015 and 3.0175 exempts faculty from serving on the committee who have served on the committee within the last two years or are candidates for promotion; and~~

Vote: All in favor; motion passes.

Motion and second to change the term “exempted” on line 5, 18, and 37 to “exclude/excluded”. Open for discussion. If you limit the possibility of serving, will we have a situation where a college has only one representative? Yes. Discussion closed.

Vote: 3 opposed, remaining in favor; motion passes.

Motion and second to approve the resolution as amended.

Vote: 2 opposed, remaining in favor; motion passes.

4. Resolution 2016-2017-4 Faculty Senate Bylaw Change, Undergraduate Council and Committees. Motion and second to approve the resolution. Open for discussion; none.  
Vote: All in favor; motion passes.
5. Resolution 2016-2017-5 Faculty Senate Bylaw Change, Graduate Council and Committees. Motion and second to approve the resolution. Open for discussion; none.  
Vote: All in favor; motion passes.
6. Resolution 2016-2017-6 Faculty Senate Bylaw Change, Parking Advisory and University Parking and Transportation Committees. Motion and second to approve the resolution. Open for discussion; none.  
Vote: All in favor; motion passes.
7. Resolution 2016-2017-7 Faculty Senate Bylaw Change, Information Technology Resource Advisory Committee. Motion and second to approve the resolution. Open for discussion. Concern that the University Libraries is not represented in the membership on the committee. Article II of the Constitution defines academic units as each college and the University Libraries. Discussion closed.  
Vote: All in favor; motion passes.

8. Resolution 2016-2017-8 Faculty Senate Bylaw Change, Nominating Committee – no discussion. Motion and second to approve the resolution. Open for discussion; none.  
Vote: All in favor; motion passes.
9. Resolution 2016-2017-9 Faculty Senate Bylaw Change, Governance in Academic Units. Motion and second to approve the resolution. Open for discussion. Note: no red is displayed since the complete resolution is new.

Motion and second to amend lines 17 and 18:

~~Department/school faculty meetings called by and presided over by the leader should occur at least monthly during the Fall and Spring semesters. Meetings of Department/school faculty will be regularly called by and presided over by the leader. Their frequency will depend on the needs and usages of the units. At least one meeting per semester shall be held.~~ Chairs and directors should meet at least monthly with the college dean. Meetings should run according to the latest edition of *Robert's Rules of Order*, or other rules as specified in the unit's bylaws (note the quorum and recusal rules therein).

Open for discussion. Opposition to the amendment expressed. Monthly meetings are not excessive and the COACHE survey results regarding leadership seems to support. Concern regarding the leader who is a director in units that have sub-directors. Reminded that the original language is “should” not “must” meet monthly. Others opposed to the “at least” monthly meetings. Sponsor indicated that departments know what they need and have the flexibility to meet when needed. Discussed a specific chair that makes you take personal leave if you don’t attend mandatory meetings. Discussion closed.

Vote: too close to call. Vote by show of hands called with the Secretary of the Senate verifying the votes.

Vote: 24, in favor; 18 opposed; motion passes.

Motion and second to insert a new #2 to B. Meetings:

The faculty in a Department/School shall be entitled to call a special faculty meeting upon presentation to the appropriate leader of such a request signed by the majority of the Department/School faculty. The special faculty meeting shall occur with 48 hours of the presented request.

Open for discussion. Discussed the request of majority; would like to see smaller number. Others expressed concern over number being too small. Expressed concern over “signed” being too difficult. These are out of the ordinary meetings that need to be called. Friendly amendments not allowed, will need to vote on this amendment first. Expressed concern over 48 hours being too short of a timeframe would recommend five business days to ensure faculty can attend.

Vote: 1 in favor; remaining opposed; motion fails.

Motion and second to insert a new #2 to B. Meetings:

The faculty in a Department/School shall be entitled to call a special faculty meeting upon presentation to the appropriate leader of such a request of one third of the Department/School faculty. The special faculty meeting shall occur with five business days of the presented request.

Open for discussion; none.

Vote: All in favor; motion passes.

Motion and second to approve the resolution as amended.

Vote: 1 opposed; remaining in favor; motion passes.

10. Resolution 2016-2017-10 Faculty Senate Bylaw Change, Restore Section IV.I. Resolutions. Motion and second to approve the resolution. Open for discussion. Dr. Koons re-directed to Dr. Korosec for the Provost's comments to be considered prior to voting.

Article 5.1 of the Board of Trustees bylaws gives the president of the university the responsibility for the operation of the university including efficient and effective budget and program administration. The board does not normally get involved in the day-to-day operations. In addition, the Faculty Senate already has a voice on the Board of Trustees by virtue of the chair of the Faculty Senate as a board member. Board members are almost universally business people with little to previous exposure to, or understanding of faculty member's work. The board looks to the provost and president.

Dr. Koons commented that the resolution specifies the approval process once approved by the Senate and provides an appeals process. Dr. Korosec clarified that what the provost would like the Senate to consider the last part of the appeal process where the Faculty Senate can appeal directly to the Board of Trustees.

Question: So the Provost does not want the Senate to be able to appeal to the Board of Trustees because he feels the board would not be favorable, so the Senate shouldn't have the right to try?

Answer: He prefers the appeal process not include the Board of Trustees. It's a duplication of effort since the chair of the Senate is a trustee and has the ability to directly appeal to the Board of Trustees.

Question: The resolution gives the Senate a mechanism to appeal to the Board of Trustees. In the absence of the resolution, how would an issue be brought to the trustees?

Answer: You always have the ability to address concerns with the chair of the Senate who serves on the board. The chair of the Senate can therefore bring the issue to the board.

Follow-up question: Is that alternative mechanism as strong as a resolution from the Senate?

Answer: Probably a matter of perspective.

Question: What would happen in the case where the Senate held one opinion and the chair of the Senate holds a different opinion?

Answer: As chair of the Senate, I carry the voice of the Senate regardless of personal opinion.

Voiced support as written. With all due respect, if the Senate conducts a two thirds vote to overturn the decision of the president, that is not a normal circumstance. This clearly would only come into play under extremely rare circumstances. But, it's nice to have the appeal as an option. A trustee is one person. The Senate is intended to be the voice of all faculty.

Question: Has the Senate ever appealed to the Board of Trustees?

Answer: The appeal language was in an early version of the Faculty Constitution, dating back to 70's. When the Constitution was re-organized into the Constitution and Bylaws in 2010, this language was omitted. The purpose of this resolution is to restore the language. The language has never been used. Only issue that can be imagined where it would be used is in a vote of no confidence in the president.

Question: Did this language in the resolution appear as written in the previous Constitution or has it been altered?

Answer: Word for word from the previous Constitution.

Question: Who removed the language in 2010?

Answer: It was a massive re-organization and was inadvertently dropped. Spoke to Ida Cook, she is not aware of any deliberate attempt to remove the language.

Question: So the provost had no objection until he found out it wasn't there?

Answer: Yes, this is previous language.

Question: Is the appeals process for resolutions not in the areas of legal authority or all resolutions? By what authority do we give ourselves an appeal process?

Answer: All resolution. If passed, would be addressed by the provost. If approved, it's put into place. The Senate is advisory to the president and the provost.

Question: Why a resolution? If a mistake, why isn't it put back?

Answer: Because it was previously approved by the Senate, provost, and signed by the president in 2010. Any change has to be voted and approved.

Question: If not approved, the Senate has no appeals process?

Answer: Correct.

Discussion closed.

Vote: 2 opposed; remaining in favor; motion passes.

11. Resolution 2016-2017-11 Faculty Senate Bylaw Change, Section IX.  
Amendments. Motion and second to approve the resolution. Open for discussion;  
none.  
Vote: All in favor; motion passes.

### **COMMITTEE REPORTS**

#### Budget and Administrative Committee – Pradeep Bhardwaj

Committee met on October 5. A presentation made on the new college budget model.  
Discussion on the model followed.

#### Personnel Committee – Stephen King

Discussed the university lactation policy. Will be forwarding a resolution to the Steering Committee soon. Talked about the salary study and trying to determine the best way to move forward since the outcome is bargained. On the same note, also looking into the status of the Emeritus policy.

#### Parking Advisory Committee – Ahmad Elshennawy

First meeting is scheduled for Monday, October 24.

#### Undergraduate Council – Kelly Allred

The October meeting was canceled due to lack of agenda items. The executive committee met to review and revise policies and procedures that will go to the committees for approval.

#### Graduate Council – Zixia Song

No report available.

### **OTHER BUSINESS**

None.

### **ADJOURNMENT**

The meeting adjourned at 5:45 p.m.

# Faculty Senate

---

October 20, 2016

**Deborah C. German, M.D.**  
**Vice President for Medical Affairs**  
**Dean, College of Medicine**





# USNWR Research Ranking and Hospital Governance and Proximity

Medical School Research Rank USNWR: 1-29	Structure of Hospital Relationship	Proximity to Campus (< miles)	Medical School Research Rank USNWR: 30-58	Structure of Hospital Relationship	Proximity to Campus (< miles)	Medical School Research Rank USNWR: 59-87	Structure of Hospital Relationship	Proximity to Campus (< miles)	Medical School Research Rank USNWR: 88-92	Structure of Hospital Relationship	Proximity to Campus (< miles)
Harvard	A	1	University of Rochester	I	1	University of Vermont	A	1	East Carolina University	A	1
Stanford	I	1	OHSU	I	1	Medical University of SC	I	1	New York Medical College	A	1
Johns Hopkins	I	1	University of S California	I	1	University of Kentucky	I	1	University of Central Florida	A	18
UCSF	I	1	Ohio State	I	1	University of Texas - SA	I	1	University of South Dakota	A	1
University of Pennsylvania	I	1	University of Iowa	I	1	George Washington	A	1	University of Toledo	I	1
Washington University	A	1	Brown University	A	1	St. Louis University	I	1	California Northstate	A	8
Columbia	I	1	University of Alabama	I	1	University of Arizona	I	1	East Tennessee State	I	1
Duke	I	1	University of Colorado	I	1	University of Connecticut	I	1	Eastern Virginia	A	1
University of Washington	I	1	University of Minnesota	I	1	University of Nebraska	I	1	Edward Via College	A	2
Yale	I	1	Yeshiva University (Einstein)	A	1	University of South Florida	A	11	Florida State University	A	4
New York University	I	1	Dartmouth College (Geisel)	I	4	University of Kansas	I	1	Georgia Health Sciences	A	1
University of Chicago	I	1	University of Cincinnati	I	1	Virginia Commonwealth	I	2	Kansas City University	A	3
University of Michigan (AA)	I	1	University of Florida	I	1	Wayne State University	A	1	Lake Erie College	A	3
UCLA	I	1	University of Maryland	I	1	University of Oklahoma	A	1	Lincoln Memorial University	A	4
Vanderbilt	I	1	University of California -Irvine	I	15	Augusta University	I	1	Marshall University	A	1
University of Pittsburgh	I	1	University of Miami (Miller)	I	1	Rutgers	I	1	Michigan State	A	5
Northwestern University	I	1	University of Utah	I	1	University of Tennessee	A	1	Nova Southeastern	A	3
Cornell University	A	1	Georgetown University	A	1	Texas A&M	A	7	Ohio University	A	1
UCSD	I	2	Indiana Univ - Indianapolis	I	1	University of Missouri	I	1	Oklahoma State	I	1
Baylor	A	1	Tufts University	I	1	Creighton University	A	2	Rocky Vista	A	4
Icahn School of Medicine	I	1	University of California -Davis	I	1	University of Louisville	I	1	Rowan	A	1
UNC	I	1	University of Illinois	I	1	University of New Mexico	I	1	Touro College	A	1
Emory	I	1	University of Massachusetts	A	1	University of Nevada-Reno	A	4	University at Buffalo	I	7
Mayo Medical School	I	1	Wake Forest University	I	3	Drexel University	A	8	University of New England	A	5
Case Western	A	1	Temple University Katz	I	1	Hofstra University	A	12	University of North Texas	A	3
UT Southwestern	I	1	Medical College of Wisconsin	A	1	Texas Tech University	A	1	University of Pikeville	A	1
University of Wisconsin	I	1	Stony Brook University-SUNY	I	1	University of Arkansas	I	1	West Virginia (Osteopathic)	A	N/A
University of Virginia	I	1	Thomas Jefferson	I	1	West Virginia University	I	1	Western University	A	2
Boston University	A	1	University of Texas	I	2	Michigan State University	A	2	Wright State University	A	13

	Integrated hospital		Proximity to hospital < 1 mile
	Affiliated hospital		Proximity to hospital > 1 mile



# UCF Academic Health Board Comparison of HCA and FH on Priority Considerations

TOPIC	HCA	FH
<b>Mission</b>	secular	religious
<b>Leadership</b>	no constraints	CEO must be Adventist
<b>Governance/Board</b>	50%	33%, will consider 50%
<b>Ownership</b>	20% equity interest	none
<b>Financial (30-year value)</b>	\$972,761,684	\$770,183,456
<b>Payment Innovation</b>	expertise in value-based	largely volume-based
<b>Philanthropy</b>	UCF led	FH led
<b>Local and State Taxes</b>	\$900,000	none
<b>Current Residencies</b>	125	0
<b>Proposed Residencies</b>	580+	179+
<b>Research</b>	emphasis on academic partnerships; national database	emphasis on industry partnerships; regional portal proposed
<b>Long-term Potential</b>	likely clinical hub	likely satellite
<b>Market Competition/ Partnership</b>	provides another alternative	expands dominant health system

## **Proposed Amendment to Resolutions Presented at October 20 Senate Meeting**

### **2016-2017-9 Governance in Academic Units**

Amendment Sponsor: Stephen King

“The faculty in a Department/School shall be entitled to call a special faculty meeting upon presentation to the appropriate leader of such a request signed by the majority of the Department/School faculty. The special faculty meeting shall occur with 48 hours of the presented request.”

## **Resolution 2016-2017-1 Faculty Senate Bylaw Change, Section VIII. Joint Committees and Councils**

**Whereas**, vacancies and replacements for Senators and Senate committee members are specified in Article II.C. of the Constitution, resulting in replacements completing the remaining term; and

**Whereas**, Joint Committees and Councils do not specify committee member replacements; and

**Whereas**, nine Joint Committees have voting and ex officio members with continuing terms by virtue of the committee members position; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to specify replacement members, ensure committee terms remain staggered, and to define a continuing committee member:

### **SECTION VIII.**

#### **Joint Committees and Councils**

Joint committees and councils have a broad range of responsibilities at the university level but do not report to the full Faculty Senate at each meeting. It is the responsibility of the joint committees and councils to report any policy change recommendations to the Faculty Senate Steering Committee for consideration and to comply with the relevant provisions of Article IV of this *Constitution*. All joint committees and councils will hold meetings at least once a semester during the regular academic year. The first meeting of the academic year will be held upon the call of the administrator(s) to whom the committee reports. Subsequent meetings will be held upon the call of the committee chair. If a meeting is not scheduled by the second month in the semester, the Faculty Senate chair will, upon the request of any member of the committee, arrange for a meeting location and time, and notify members. No action can be taken at committee meetings unless a majority of the voting membership is present.

Even though there is no voting by proxy for Senate meetings, joint committees and councils may adopt policies at the start of the year to allow voting by proxy. According to *Robert's Rules of Order* (latest edition) proxies should be written, be for a specific meeting, and be given to the committee chair before the start of a meeting. If a non-elected committee member is absent or unable to serve for eight weeks or longer, an interim or permanent replacement will be appointed for the remaining term. If a committee member is appointed a member by virtue of the position held which will not change over multiple committee terms, those members may be listed as continuing members. When the continuing member ceases to hold the position that entitles him/her to such membership, membership on the committee ends.

Each committee will maintain minutes of its meetings and the chair of each committee shall forward (except for University Athletics Committee, and the University Promotion and Tenure Committee), in a timely manner, copies of meeting agendas and minutes to the chair of the Faculty Senate. By the end of the spring semester, each committee will submit a brief written annual report of its activities to the chair of the Faculty Senate.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## **Resolution 2016-2017-2 Faculty Senate Bylaw Change, Various Joint Committees and Councils**

**Whereas**, several committees designate the chair of the committee as the committee administrator or designee without defining the chair as voting or non-voting; and

**Whereas**, the Academic Calendar, Undergraduate Common Program Oversight, and University Master Planning committee administrators mutually agreed that a faculty member should be elected annually by the membership as the chair; and

**Whereas**, several committees lack the flexibility to appoint ex officio members; and

**Whereas**, the Admissions and Standards committee lacks the flexibility to add additional faculty members; and

**Whereas**, the University Honors Committee is vague in determining faculty representation from the regional campuses and the Commencement, Convocations, and Recognitions committee did not define the faculty rank requirement for committee appointment; therefore

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

### **Academic Calendar Committee**

#### 2. Membership.

The committee shall consist of one faculty member from each academic unit selected by the Committee on Committees and one student nominated by the president of the Student Government. No more than two of the faculty members of the committee shall hold a rank of assistant dean or higher. The vice president for Student Development and Enrollment Services ~~(or designee)~~ will (ex officio) serve as chair and shall identify ~~other~~ ex officio members. ~~The chair will make~~ing every effort to ensure that areas relating to the Academic Calendar are represented. The number of ex officio members shall not exceed the number of faculty members. The chair of the committee shall be a faculty member elected annually by the membership. Terms of service shall be two years, staggered, with the exception of the student member, who shall serve for one year.

### **Admissions and Standards Committee**

#### 2. Membership.

The committee shall consist of at least six faculty members ~~(~~at least three of whom shall be graduate faculty~~)~~, selected by the Committee on Committees (in consultation with the vice president for Student Development and Enrollment Services), one undergraduate student nominated by the president of the Student Government, one graduate student nominated by the president of the Graduate Student Association (in consultation with vice provost and dean of the College of Graduate Studies), and six members from the professional staff (selected by the vice president for Student Development and Enrollment Services). A representative from the professional advising office for each college may serve as a non-voting resource person to assist the committee members. The vice president for Student Development and Enrollment Services ~~(or designee)~~ (ex officio) will serve as chair and identify other ex officio members. The chair will make every effort to ensure that areas relating to Admissions and Standards are represented. Terms of service shall be three years, staggered, with the exception of the student member, who shall serve for one year.

## Commencements, Convocations, and Recognitions Committee

### 2. Membership.

The committee shall consist of one tenured faculty member from each academic unit, and one Associate or University Librarian selected by the Committee on Committees (in consultation with the president), two students selected by the president of the Student Government (in consultation with the president) and the president and the provost and executive vice president or their designees. The president (or designee) shall identify other ex officio members. The chair is appointed annually by the president from the faculty membership. Terms of service shall be two years, staggered, with the exception of the student members, who shall serve for one year.

## Strategic Planning Council

### 2. Membership.

The committee shall consist of one faculty member from each academic unit (selected by the Committee on Committees in consultation with the provost and executive vice president); one student (appointed by the president of the Student Government); the chair of the Faculty Senate; one staff member (selected by the USPS Staff Council); one department chair (appointed by the provost and executive vice president); one faculty representing the regional campuses (appointed by the vice provost for Regional Campuses); one alumnus or alumna (selected by the president of the Alumni Association); and the provost and executive vice president. The provost and executive vice president (ex officio), in concert with the vice presidents of the administrative and academic divisions, will identify remaining members in an effort to ensure widespread representation across the university. The council chair shall be appointed by the president from the membership of the council. Terms of service are three years, staggered, with the exception of the student members, who shall serve for one year.

## Undergraduate Common Program Oversight Committee

### 2. Membership.

The committee shall consist of at least fifteen faculty members, with at least one faculty member from each of the colleges with undergraduate programs and one professional librarian (selected by the Committee on Committees in consultation with the college deans and the vice provost and dean of the College of Undergraduate Studies). The Committee on Committees shall consider Membership shall reflect the proportion of general education credit offered between the colleges. If possible, members of the general faculty responsible for general education courses shall serve on the committee. The vice provost and dean of the College of Undergraduate Studies ~~(or designee)~~ (ex officio) shall ~~chair the committee and will~~ identify other ex officio members, making every effort to ensure that areas relating to Undergraduate Common Program Oversight are represented. The chair of the committee shall be a faculty member elected annually by the membership. Terms of service shall be two years, staggered.

## University Bookstore Advisory Committee

### 2. Membership.

The committee shall consist of one faculty member from each academic unit (selected by the Committee on Committees), two staff members (nominated by the USPS Staff Council), one student (nominated by the president of the Student Government), one representative from Academic Affairs, the bookstore manager, and the director of Business Services. The bookstore manager shall identify ex officio members. The chair shall be elected annually from its faculty membership. Terms of service shall be two years, staggered, with the exception of the student member, who shall serve for one year.

## University Honors Committee

### 2. Membership.

The committee shall consist of one faculty member from each academic unit, and one representative from each of the regional campuses with students participating in the Honors Program (selected by the Committee on Committees in consultation with the dean of The Burnett Honors College), and three student representatives recommended by the dean of Burnett Honors College). The dean of The Burnett Honors College (ex officio) will chair the committee and identify other ex officio members. Terms of service shall be two years, staggered, with the exception of the student members, who shall serve for one year.

## University Master Planning committee

### 2. Membership.

The committee shall consist of one faculty member from each academic unit, two of whom shall be members of the Faculty Senate (selected by the Committee on Committees in consultation with the provost and executive vice president); two additional faculty members from Biology and Environmental Engineering (selected by the vice president for Administration and Finance or designee); one administrator from Academic Affairs (appointed by the provost and executive vice president); and two students (appointed by the president of the Student Government). The vice president for Administration and Finance (or designee) (ex officio) shall ~~chair the committee. The chair shall~~ identify other voting and ex officio members, ~~and will make~~ every effort to ensure that areas relating to University Master Planning are represented. The director of Environmental Health and Safety and the assistant director of Facilities Planning shall function as support staff to the committee. The chair of the committee shall be a faculty member elected annually by the membership. Terms of service shall be three years, staggered, with the exception of the student members, who shall serve for one year.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## Resolution 2016-2017-3 Faculty Senate Bylaw Change, University Promotion and Tenure Committee

**Whereas**, the committee *Bylaws* do not exclude those that have served in the last two years or are candidates for promotion; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Senate Constitution* be amended as follows excluding from service, faculty who served on the committee within the last two years or are candidates for promotion:

### University Promotion and Tenure Committee

#### 2. Membership.

- a. Committee ~~M~~membership for review of tenured and tenure-earning faculty for tenure and promotion:

The committee shall consist of one faculty member from each college. Each member shall hold the rank of tenured professor and be an active scholar within his or her particular field. The committee members are elected at large from their respective colleges by tenured and tenure-earning faculty. The chair is elected annually by the committee members. No member of the committee may be a member of a college or department/school promotion and tenure committee. Also excluded from service are faculty who served on the committee within the last two years, unless a college has only one eligible professor, and those who are candidates for promotion unless otherwise specified in UCF Regulation 3.015. Terms of service shall be two years, staggered.

- b. Committee membership for review of non-tenure-earning ranked faculty, clinicians and researchers for promotion:

Whenever a non-tenure-earning faculty member, clinician or researcher, hereafter referred to as non-tenure-earning faculty, is a candidate for promotion, the University Promotion and Tenure committee, as constituted in part P2A, shall be augmented by the addition of non-tenure-earning faculty who hold a rank higher than those faculty who are being reviewed. The role of additional committee members is limited to the review and evaluation of non-tenure-earning promotion candidates. Non-tenure-earning faculty shall not comprise more than one-third of the augmented total University Promotion and Tenure Committee membership. The non-tenure-earning committee members from each college that has non-tenure-earning faculty are to be elected at large by the non-tenure-earning faculty of that college. If there are fewer than ten non-tenure-earning faculty in the college, the tenured and tenure-earning faculty will also vote. Each additional member shall be an active teacher, clinician, or researcher within his/her particular field. No member of the committee may be a member of any college or department/school promotion and tenure committee. Also excluded from service are faculty who served on the committee within the last two years, unless a college has only one eligible professor, and those who are candidates for promotion unless otherwise specified in UCF Regulation 3.0175. Terms of service shall be two years, staggered.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*



## **Resolution 2016-2017-4 Faculty Senate Bylaw Change, Undergraduate Council and Committees**

**Whereas**, the Undergraduate Policy and Curriculum committee transmits recommendations to the vice provost and dean of the College of Undergraduate Studies without the ability to submit recommendations to the Faculty Senate Steering committee; and

**Whereas**, the assistant or associate deans are designated as ex officio resource members on both committees, but not specified in the membership for the Course Review committee; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to allow the committee to make recommendations to the Steering committee and formally specify the assistant or associate deans as an ex officio member of the Course Review committee:

### **Undergraduate Council**

- a. Duties and Responsibilities.
  - iii. To transmit its recommendations to the vice provost and dean of the College of Undergraduate Studies, who submits his/her recommendations to the provost and executive vice president. The council may also make recommendations to the Steering Committee of the Faculty Senate.

### **1. Undergraduate Policy and Curriculum Committee**

- a. Duties and Responsibilities.
  - vi. To transmit its recommendations to the vice provost and dean of the College of Undergraduate Studies, who submits his/her recommendations to the provost and executive vice president. The committee may also make recommendations to the Steering Committee of the Faculty Senate.

#### **b. Membership.**

The Undergraduate Policy and Curriculum Committee shall consist of the chair of the Undergraduate Council and fifteen faculty members, with at least one representative from each of the academic units. Faculty membership shall proportionally represent the number of faculty of the colleges, and an effort shall be made to include members of the college curricular committees. The ex officio members ~~will~~ include the vice provost and dean of the College of Undergraduate Studies (or designee) and the assistant or associate dean (or designee) whose responsibilities include undergraduate curricular issues from each of the colleges. Terms of service are two years, staggered.

## 2. Undergraduate Course Review Committee

### b. Membership.

The Undergraduate Course Review Committee shall consist of the vice chair of the Undergraduate Council and fifteen faculty members, with at least one representative from each of the academic units, ~~and the vice provost and dean of the College of Undergraduate Studies or his/her designee (ex officio)~~. Faculty membership shall proportionally represent the number of faculty of the colleges, and every effort shall be made to include members of the college curricular committees. The ex officio members include the vice provost and dean of the College of Undergraduate Studies (or designee) and the assistant or associate dean (or designee) whose responsibilities include undergraduate curricular issues from each of the colleges. Terms of service are two years, staggered.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## Resolution 2016-2017-5 Faculty Senate Bylaw Change, Graduate Council and Committees

**Whereas**, recommendations from the Graduate Council and Graduate Policy committee are required to be submitted to the Steering committee and/or Senate for approval prior to submission to the vice provost and dean of the College of Graduate Studies; and

**Whereas**, this is not a requirement for the Undergraduate committees and delays the review and approval process; and

**Whereas**, the assistant or associate deans are not ex officio members of the committees eliminating an important resource for committee members; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to eliminate the requirement of submitting recommendations to the Steering committee while allowing submission if necessary, and to add the assistant or associate deans as ex officio resources to the Graduate Policy and Graduate Curriculum committees:

### Graduate Council

a. Duties and Responsibilities.

- iii. To transmit its recommendations to the ~~Steering Committee that will normally submit these recommendations to the Faculty Senate for action and that, if approved, will be submitted to the~~ vice provost and dean of the College of Graduate Studies, who submits his/her recommendations to the provost and executive vice president. The council may also make recommendations to the Steering Committee of the Faculty Senate.

### 1. Graduate Policy Committee

a. Duties and Responsibilities.

- iii. To transmit its recommendations to the ~~Faculty Senate Steering Committee that will normally submit these recommendations to the Faculty Senate for action and that, if approved, will be submitted~~ vice provost and dean of the College of Graduate Studies, who submits his/her recommendations to the provost and executive vice president. The committee may also make recommendations to the Steering Committee of the Faculty Senate.

b. Membership.

The Graduate Policy Committee shall consist of one graduate faculty member from each academic unit, at least four of whom are members of the Faculty Senate, and a graduate student, ~~and the vice provost and dean of the College of Graduate Studies (ex officio) or her/his designee~~. The graduate student representative will be appointed by the chair of the council based on recommendations made by the president of the Graduate Student Association and the vice provost and dean of the College of Graduate Studies. The ex officio members include the vice provost and dean of the College of Graduate Studies (or designee) and the assistant or associate dean (or designee) whose responsibilities include graduate curricular issues from each of the colleges. The council chair will serve as the chair of the Graduate Policy Committee. Terms of service shall be three years, staggered.

### 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, and a graduate student, ~~and the vice provost and dean of the College of Graduate Studies (ex officio) or her/his designee~~. The graduate student representative will be appointed by the chair of the council based on recommendations made by the president of the Graduate Student Association and the vice provost and dean of the College of Graduate Studies. The ex officio members include the vice provost and dean of the College of Graduate Studies (or designee) and the assistant or associate dean (or designee) whose responsibilities include graduate curricular issues from each of the colleges. The council vice chair will serve as the chair of the Graduate Curriculum Committee. Terms of service shall be three years, staggered.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## Resolution 2016-2017-6 Faculty Senate Bylaw Change, Parking Advisory and University Parking and Transportation Committees

**Whereas**, due to membership of the University Parking and Transportation Advisory committee, only two faculty members from the Senate Parking Advisory committee are part of faculty membership; and

**Whereas**, in 2010 the Faculty Senate created the Parking Advisory committee to allow one faculty member from each academic unit to participate in parking and transportation issues; and

**Whereas**, the Parking Advisory committee is limited in scope to parking issues; and

**Whereas**, the Parking Advisory committee does not recommend changes through the University Parking and Transportation Advisory committee; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to modify the name and duties of the Parking Advisory committee; modify the name and duties of the University Parking and Transportation Advisory committee; and allow more than one faculty member from each academic unit on the Senate operational committee:

### Faculty Senate Parking, Transportation and Safety Advisory Committee

#### 1. Duties and Responsibilities.

- a. To evaluate and recommend policies and procedures to the University Parking and Transportation Advisory Committee concerning parking, transportation, and campus safety and security that will foster a mutually beneficial ~~parking~~ environment for faculty, staff, students, and visitors in the university community.
- ~~b. To elect two committee members to serve on the University Parking and Transportation Advisory Committee. At the first meeting of the new committee, these representatives will be elected annually from its membership. To make recommendations to the Steering Committee of the Faculty Senate.~~

#### 2. Membership.

The committee shall consist of at least one faculty member from each academic unit ~~and~~, the vice president for Administration and Finance his/her designee (ex officio), and the UCF Chief of Police or his/her designee (ex officio). Committee members shall be selected by the Committee on Committees. The committee chair must be a current Faculty Senate member and shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term. The chair of the Faculty Senate Parking, Transportation and Safety committee or designee will serve as an ex officio member on the University Parking and Transportation committee. Terms of service are two years, staggered.

## University Parking and Transportation ~~Advisory~~ Committee

### 1. Duties and Responsibilities.

- a. ~~To serve as the principal advisory body to the president through the vice president for Administration and Finance, recommending policies and regulations that govern traffic and parking on the UCF campus.~~ To recommend to the vice president for Administration and Finance changes to the UCF regulations that govern traffic and parking on the UCF campus.
- b. To review programs or services designed to improve traffic, transportation, or parking services to the UCF community.
- c. To review and approve special parking permits and 24-hour reserved parking spaces.
- d. To review and approve conversion of metered, faculty/staff parking spaces, or drop-off and pick-up spaces.

### 2. Membership.

The committee shall consist of two faculty members (selected by the Committee on Committees, The chair of the Faculty Senate Parking, Transportation and Safety committee or designee will serve as an ex officio member Faculty Senate Parking Advisory Committee); two students (appointed by the president of the Student Government); two staff members (appointed by the USPS Staff Council); and one administrative and professional employee (appointed by the vice president for Administration and Finance). The vice president for Administration and Finance or designee (ex officio) will identify other ex officio members. The vice president for Administration and Finance will appoint one additional member to serve as chair. Terms of service shall be ~~one~~ two years, staggered with the exception of the student members, who shall serve for one year.

Automatic changes to Constitution Committee reference:

The Faculty Senate Parking, Transportation and Safety Advisory Committee.

The Faculty Senate Parking, Transportation and Safety Advisory Committee evaluates and makes recommendations ~~recommends to the University Parking and Transportation Advisory Committee~~ concerning policy or procedures ~~and concerns~~ relating to parking ~~and traffic services, transportation, and safety needed by all segments of the university community.~~

University Parking and Transportation ~~Advisory~~ Committee.

The University Parking and Transportation ~~Advisory~~ Committee recommends to the vice president for Administration and Finance concerning ~~policies and~~ regulations governing traffic and parking on the UCF campus.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## Resolution 2016-2017-7 Faculty Senate Bylaw Change, Information Technology Resource Advisory Committee

**Whereas**, in 2015 the McCladrey's review of the Information Technologies and Resources (IT&R) division resulted in IT&R forming the IT Strategic Governance committee and the IT Professionals committee; and

**Whereas**, these new committees represent administrators and IT professionals; and

**Whereas**, the Faculty Senate Information Technology Resource Advisory Joint committee membership represents faculty, IT administrators and professional staff; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Senate Constitution* be amended as follows to elevate the Information Technology Resource Advisory committee to a Senate operational committee, with automatic updates to the Faculty Constitution:

### Information Technology ~~Resource Advisory~~ Committee

#### 1. Duties and Responsibilities.

- a. To assist in the determination and evaluation of faculty information technology needs and to review general policies in this area.
- b. To review changes to educational media and communications recommended by the vice president for Information Technology and Resources.
- c. To advise the vice president for Information Technology and Resources on university and faculty needs and interests in developing information technology resources to enhance the campus environment for teaching, learning, research, other scholarly activities, and service.
- ~~d. To consider and advise on ways that faculty development of information technology resources and materials for teaching, learning, research, other scholarly activities, and service can be considered within the process of tenure and promotion review. To make recommendations to the Steering Committee of the Faculty Senate.~~
- ~~e. To inform the Faculty Senate on developments, activities, and directions in campus information technology resources.~~

#### 2. Membership.

The committee shall consist of at least one faculty member from each academic unit selected by the Committee on Committees and (in consultation with the vice president for Information Technology and Resources or his/her designee (ex officio). ~~Other members shall be designated by the vice presidents of the administrative and academic divisions, up to six of whom shall be voting members. The vice president for Information Technology and Resources will identify other ex-officio members and make every effort to ensure that areas relating to Information Technology are represented. The committee chair of the committee shall be a faculty member of the committee elected annually by the membership. The committee chair must be a current Faculty Senate member and shall be elected annually by its membership at the first meeting of the committee after the new Faculty Senate is elected, normally in the early fall term.~~ Terms of service shall be ~~three~~ two years, staggered.

Automatic changes to Constitution Committee reference:

Information Technology ~~and Resources Advisory~~ Committee.

The Information Technology ~~Resource Advisory~~ Committee evaluates and recommends ~~to the vice president of Information Technology and Resources on~~ policy and procedures concerning information technology and resources ~~policy~~.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*



## **Resolution 2016-2017-8 Faculty Senate Bylaw Change, Nominating Committee**

**Whereas**, the Faculty Senate *Bylaws* Section VI. Senate Operational Committees; A.5. Subcommittees of the Steering Committee; b. Nominating Committee specifies the past chair, who serves as the chair of the committee; and

**Whereas**, the *Bylaws* do not specify the process if no past chair is available; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to define the procedure in the event a past chair is not available:

b. **Nominating Committee**

This committee consists of the Senate past chair, who shall serve as chair of the committee, and two other Steering Committee members. If the immediate past chair is not available, the Steering Committee must elect a faculty member to serve in this role. Prior to the first meeting of the new Senate, the Nominating Committee recommends to the Steering Committee a list of up to four willing candidates for each of the Senate offices. (For nomination procedures, see *Bylaws*, Section III.B.)

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## **Resolution 2016-2017-9 Faculty Senate Bylaw Change, Governance in Academic Units**

**Whereas**, the *Faculty Senate Constitution* contains Article VII. Governance in Academic Units, specifying that each academic unit of the university shall provide for non-administrative faculty representation in its governance; and

**Whereas**, the *Bylaws* do not provide details regarding governance in Academic Units; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to include a new Section IX. Governance in Academic Units with the Constitution Article VII automatically updated to reflect, as set forth in Senate Bylaws, Section IX:

### **SECTION IX. Governance in Academic Units**

#### A. Operation and Bylaws

Each academic unit, and departments and schools whose leader holds an administrative appointment, must operate according to written bylaws approved by the unit's general faculty as defined in *Bylaws* Section I. Definition of Faculty.

#### B. Meetings

1. Meetings of Department/School faculty will be regularly called by and presided over by the leader. Their frequency will depend on the needs and usages of the units. At least one meeting per semester shall be held. Chairs and directors should meet at least monthly with the college dean. Meetings should run according to the latest edition of *Robert's Rules of Order*, or other rules as specified in the unit's bylaws (note the quorum and recusal rules therein).
2. The faculty in a Department/School shall be entitled to call a special meeting upon presentation to the appropriate leader of such a request of one-third of the Department/School faculty. The special faculty meeting shall occur within five business days of the presented request.
3. Membership and Voting.  
All general faculty should attend and participate in unit meetings. Unit bylaws will designate voting rights.
4. Records.  
Proposed meeting agendas must be posted by the leader in advance of the meetings. Minutes must be circulated to the members before the next meeting and offered for approval at the next meeting. Agendas and approved minutes must be posted online in a manner accessible and easily navigable by all unit faculty.

#### C. Records

1. Except for records deemed confidential under law or university policy, leaders must have no unit records that are confidential from their own faculty.
2. Unit policies; budgets; formal plans; meeting agendas, minutes, and exhibits; committee records (including membership, agendas, minutes, and exhibits); and other public data relevant to unit members must be posted online in a manner accessible and easily navigable by all unit faculty.

D. Steering Committee

Each unit is strongly encouraged to have a steering or executive committee to advise the unit leadership.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## **Resolution 2016-2017-10 Faculty Senate Bylaw Change, Restore Section IV.I. Resolutions**

**Whereas**, when the *Faculty Constitution* was separated into two separate documents, *Faculty Constitution* and *Bylaws*, language regarding the process of adopting Senate resolutions was inadvertently left out of the *Bylaws*; and

**Whereas**, currently the language regarding the process of adopting Senate resolutions is contained in the Faculty Handbook; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Senate Constitution* be amended as follows to restore the Resolution language by inserting a new I. Resolutions, under Section IV. Meetings of the Senate:

I. Resolutions

As the elected body of the general faculty, the Faculty Senate may formulate its opinion upon any subject of interest to the university and adopt appropriate resolutions. Resolutions addressing those areas of authority legally reserved to the president and Board of Trustees are advisory. Each resolution adopted by the Faculty Senate is forwarded to the provost and executive vice president who shall act upon the recommendation within 60 days. The provost and executive vice president shall have veto power over any resolution by the Senate. The veto with rationale shall be communicated in writing to the Faculty Senate and the chair of the Faculty Senate. The Senate, by a two-thirds majority vote, may appeal to the president any resolution vetoed. A subsequent veto by the president shall be communicated in writing to the Faculty Senate and to the chair of the Faculty Senate. The Senate, by a two-thirds majority vote, may appeal to the Board of Trustees any resolution vetoed. A decision by the Board of Trustees is final.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*

## Resolution 2016-2017-11 Faculty Senate Bylaw Change, Section IX. Amendments

**Whereas**, the current language in Section IX of the Bylaws is not specific and can be interpreted in multiple ways; therefore

**BE IT RESOLVED** that the *Bylaws* of the *Faculty Senate Constitution* be amended to better communicate the process to amend the *Bylaws*:

### SECTION IX. Amendments

~~The Faculty Senate may amend its own bylaws by the affirmative vote of a majority of Senate members present and voting at a meeting with a quorum. The text of a proposed bylaw or amendment to a current bylaw must be made available electronically to the members of the Faculty Senate at least thirty days prior to the meeting at which it will be considered. Proposals should be included on the agenda of two successive meetings of the Senate. In cases of emergency, however, the policy requiring two successive meetings can be waived.~~

- A. The Faculty Senate may amend its own bylaws by the affirmative vote of a majority of Senate members present and voting at a meeting with a quorum.
  1. A proposed amendment must be included on the agenda of at least two successive meetings of the Senate.
  2. The text of a proposed bylaw or amendment to a current bylaw must be made available electronically to the members of the Faculty Senate at least thirty days prior to the first meeting.
  3. The proposed amendment is subject to amendment and vote at the second or subsequent Senate meeting.
  4. In cases of emergency, established by the Steering Committee, the requirement of requiring two successive meetings can be waived.
- B. If there is a change in the designation of an office, the title of an official, the name of a committee, the references to the bylaws or constitution, or the correction of a minor error that has no substantial effect, the bylaws and the constitution will be automatically adjusted to reflect the change. Such changes will be reported to the Faculty Senate.

*Approved by the Faculty Senate Steering Committee August 11, 2016.*

*Approved by the Faculty Senate on October 20, 2016.*