



# Faculty Senate

## Steering Committee

Agenda for meeting of Thursday, October 21, 2021, 3:00 pm

Location: Student Union Charge On Chamber Room 340

Zoom Link:

<https://ucf.zoom.us/j/94886914445?pwd=bmtLU3NGNlpzT1V4eW1EQ011ZEExEUT09>

Meeting will be recorded and livestreamed at: <https://youtu.be/eUympQ7ab-A>

1. Call to Order
2. Roll Call via Qualtrics: [http://ucf.qualtrics.com/jfe/form/SV\\_79sZkrRPqVjg8e2](http://ucf.qualtrics.com/jfe/form/SV_79sZkrRPqVjg8e2)
3. Approval of Minutes of *September 23, 2021*
4. Announcements
5. Recognition of Guests
6. Report of the Provost
7. Old Business
  - a) COVID on Campus Discussion
  - b) Modality for November 18, 2021, Steering Meeting – In Person or Virtual?
  - c) Senate Parliamentarian
8. New Business
  - a) Agenda Items for November 4, 2021, Senate Meeting
    - i) COACHE Results
9. Committee Reports
  - a) A brief written summary of each Operational and active ad-hoc committee's recent meetings will be sent to Steering Committee members and posted in the meeting materials on the website 24 hours before the meeting. Committee chairs or the Steering liaisons may speak and Steering Committee members may comment or ask questions on committee business at this time.
10. Other Business
11. Adjournment



# Faculty Senate

## Steering Committee

Minutes for meeting of Thursday, September 23, 2021, 3:00 pm

YouTube Link to access recording: [https://youtu.be/Rw63KR\\_uBPw](https://youtu.be/Rw63KR_uBPw)

- 1) Quorum reached and call to order at 3:00 p.m.
- 2) Roll Call via Qualtrics – Faculty Senate Chair Joseph Harrington, Vice Chair Stephen King, Secretary Kristine Shrauger and Past Chair William Self were present. (*see meeting materials Attachment A for list of participants*)
- 3) Approval of Minutes of *August 26, 2021*
  - a) Motion made to approve minutes. Motion seconded. Vote taken electronically via Zoom with 12 yes/0 no votes. Motion passes.
- 4) Announcements – *Joseph Harrington*
  - a) Chair Harrington spoke about the Board of Trustees and the Ad Hoc Strategic Planning Committee meetings and updates to the flow of the Steering Committee and the Faculty Senate meetings. For the full report, please see Attachment C.
- 5) Recognition of Guests
  - a) Joe Adams, Senior Communications Director, Academic Affairs
  - b) Lucretia Cooney, Director, Faculty Excellence
  - c) Jana Jasinski, Vice Provost, Faculty Excellence
  - d) Michael Johnson, Interim Provost, Academic Affairs
- 6) Report of the Provost – *Interim Provost Michael Johnson*
  - a) Interim Provost Michael Johnson spoke about the national rankings for UCF, fall enrollment, academics this fall, COVID update, the President’s Strategic Investment Fund, and dean search updates. For the complete report, please see Attachment D.
  - b) Questions from senators: A senator asked whether the university will be offering booster shots for faculty. The provost said that they will follow the CDC guidelines. Another senator wanted to know whether there has been any discussion of the OSHA rule. The provost said that the general counsel did not feel that it applies to UCF.
- 7) Old Business
  - a) COVID on Campus Discussion – no further discussion
  - b) Modality for October 21, 2021, Steering Meeting – In Person or Virtual?
    - i) Discussion ensued with Steering Committee members giving their opinions. Vote taken electronically via Zoom, 11 in person/5 virtual. Meeting will be in person.
  - c) Senate Parliamentarian – no update



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- 8) New Business
  - a) Meeting Duration and Content
    - i) Chair Harrington outlined reasons that the meetings have been going over time. He gave several options for shortening agenda items, such as not announcing all the guests and asking presenters to shorten their reports. Discussion with Steering members giving their thoughts. Senator Watson made a motion to have committee chairs submit a report prior to the meeting which will go out as an attachment to the minutes and indicate in the report whether there should be discussion at Steering/Senate. Second. Vote taken electronically via Zoom. 17 yes/1 no. Motion passes. Discussion of whether to put time limits on agenda items. No action on this item.
  - b) Reschedule Knight Vision Presentation?
    - i) Motion to have Knight Vision be a Campus Climate report for an upcoming senate meeting, second, vote taken electronically via Zoom, 16 yes/0 no, motion passes.
  - c) Agenda Items for October 7, 2021, Senate Meeting
    - i) COACHE Results
      - (1) After discussion, it was determined that this will be a November Senate agenda item
    - ii) Board of Trustees Chair Martins' Request to Speak
      - (1) Motion to add BOT Chair Martins presentation to the agenda for next Senate meeting, second, amendment to motion to put this agenda item before President's Report, second, no discussion, vote taken electronically via Zoom, 16 yes/0 no, motion passes.
    - iii) Timings for agenda sections – no further discussion, will not appear on agenda for senate
  - d) Constitution and Bylaws Revision
    - i) Suggestions for revisions: How committee chairs are (S)elected and how committees are staffed. More flexibility for putting the agenda together. Committees and their charters to be reviewed. Committee flexibility rather than constrained to certain number of committee members.
- 9) Committee Reports (See Attachment E for full reports)
  - a) Budget and Administrative Committee – *Adam Wells*
  - b) Information Technology Committee – *Joseph Harrington*
  - c) Personnel Committee – *Michael Proctor*
  - d) Research Council – *Linda Walters*
  - e) Graduate Council – *Keith Koons*
  - f) Undergraduate Council – *Tina Dow*
  - g) Ad Hoc Budget and Labor Crisis Response Committee – *Reid Oetjen*
  - h) Ad Hoc Bylaws Committee – *William Self*
  - i) Ad Hoc Committee on Civil Discourse – *William Self*
  - j) Ad Hoc Health and Safety Crisis Response Committee – *Stephen King*
  - k) Ad Hoc Equity, Inclusion and Diversity Committee – *Kristine Shrauger*



# Faculty Senate

## 10) Other Business

- a) Meg Hall, President of SGA, inquired of Chair Harrington after a recent BOT meeting about students having access to Student Perception of Instructions (SPols) and a syllabus database. Senator Watson said that a committee she was on did act and the SPol spreadsheet is available to students. Link to report is in chat (Attachment E). Senator Eckhoff said that the College of Nursing faculty members are required to upload their syllabus each semester.
- b) Chair Harrington asked Provost Johnson about the results of the SIPs. Provost Johnson said that they were mostly about research and some curricular. Funded ones are research oriented.
- c) Improving relations/transparency process regarding making policies and regulations. Chair Harrington will be speaking with Rhonda Bishop next week and would like to involve Budget and Administrative Committee chair and vice chair present in the meeting with him.

11) Meeting adjourned at 4:49 p.m.

Reviewed and submitted for approval by

*Kristine J. Shrauger*

Kristine Shrauger  
Faculty Senate Secretary

10/14/2021

Date

Steering Committee Attendance  
September 23, 2021

First Name:	Last Name:	College/Unit:	College/Unit: - Other	Meeting Role:	Title
Keith	Koons	CAH		Steering	
Keri	Watson	CAH		Steering	
Reid	Oetjen	CCIE		Steering	
Mike	Proctor	CECS		Steering	
Shawn	Burke	CGS		Steering	
Adam	Wells	CHPS		Steering	
Tina	Dow	COM		Steering	
stephen	king	COM		Steering	
Bill	Self	COM		Steering	
Dawn	Eckhoff	CON		Steering	
Luca	Argenti	COS		Steering	
Joseph	Harrington	COS		Steering	
Linda	Walters	COS		Steering	
Jim	Moharam	CREOL		Steering	
Missy	Murphey	UL		Steering	
Kristine	Shrauger	UL		Steering	
Michael	Johnson	AA	Office of the Provost	Guest	Interim Provost
Lucretia	Cooney	AA	Faculty Excellence	Guest	Director
Jana	Jasinski	AA	Faculty Excellence	Guest	Vice Provost Senior Communications
Joe	Adams	AA	Office of the Provost	Guest	Director

# UCF Faculty Senate Steering Committee Remarks

Prof. Joseph Harrington  
Chair, UCF Faculty Senate



# Chair's Announcements

BOT met today

Ad-Hoc Strategic Planning Committee met, jh, Meg Hall members

Senate tasked with getting input from faculty

Whitepapers, Weekly workshops

jh recusing to avoid conflict, Steve King to lead

Will require change to Strategic Planning Council in Bylaws

Feedback heavy in October and November

Whitepaper format still unclear, but short; start organizing

Process focusing on values, themes, and paths

# Chair's Announcements

Focus in leadership meeting on meeting duration

Will shorten recognition of guests

Requested Provost and President to limit to 10 minutes, have a slide

Q&A limit to 10 minutes

Please limit questions to just the question!

Will discuss other measures during that agenda item





## Faculty Senate Steering Committee

Thursday, September 23, 2021

3 p.m. to 5 p.m., Zoom

- Good news on latest rankings:
  - ***U.S. News & World Report***
    - UCF 67<sup>th</sup> among public national universities, up 10 spots; 148<sup>th</sup> overall (up 12)
    - Have improved for 5<sup>th</sup> straight year
      - One of only three institutions nationally to do this
    - Again #1 most innovative school in Florida, 8<sup>th</sup> public, 15<sup>th</sup> overall
  - A key goal is Top 50 public university, we're already there in many student measures looked at by *U.S. News* categories
    - #19 in Graduation Rate Performance
    - #36 in Social Mobility
    - #43 in Student Excellence
    - #46 in Graduate Indebtedness
    - #49 in Graduation and Retention
    - **#25 among publics in consolidated student outcomes**
  - As all of us painfully aware, our ranking suffers from low financial & faculty resources, alumni giving
  - **Times Higher Education: The World University Rankings**
    - #75 among U.S. publics
      - Up 17 spots since 2018
    - Areas measured include teaching, research, citations, industry outcome, international outlook
  - Entering First Time in College (FTIC) class is strong:
    - Record 107 new National Merit Scholars, 31 states
      - Previous school record of 90
    - Record freshman GPA of 4.22

## Enrollment

- Preliminary of 70,100
  - down 1.7% from 2020
  - up 2.1% from 2019
  - Purposefully lowered from the COVID bump last year
  - For several years, shifting to fewer transfers, more incoming freshman, grad students
  - Enrollment management to be a key focus of upcoming strategic planning

## Academics this fall

- Largely returned to pre-pandemic class schedules for fall
- But this is no typical fall semester.
  - Half our students are first time on campus, and of course the pandemic has not ended
- COVID cases spiked in Florida and Central Florida as semester began
  - There are signs that Florida and the region may be past peak
  - On campus, we have so far managed to avoid runaway infection
  - Student cases numbers declined recently, faculty and staff remain low
- Continuing COVID safety measures
  - Testing, tracing, and extra cleaning; isolation/quarantine space 64
  - Distributing masks including 10,000 KN95
- As you know, we have emphasized that we expect those who can to be vaccinated, and expect wearing masks inside. However,
  - Can't mandate vaccinations or masks
- We continue to push as we did in the summer to convince as many students as possible to get vaccinated
- Random sampling in the first week showed just over 72% with one shot, and 2/3 fully vaccinated. Next sampling update coming soon.
- Students continue to get vaccinated.
  - More than 1,000 vaccinations at SHC since fall classes began
- Announced an incentive program for students fully vaccinated by Oct. 15. Three drawings for tech bundles, textbooks and other supplies, and even tuition and fee waivers
- More than 11,000 entries and 56 winners so far
- Jana and I have tried hard to guide faculty in what to do if they, a student, or a household member, falls ill, tests positive, or is exposed. There is a fairly complex set of prescribed actions for these cases. Much of this is online; but the key is to call the COVID line. Faculty are guided by the public health professionals at the COVID line working with Faculty Excellence.
- I am grateful to the many of you who are seeking to help students who are ill, quarantined, vaccinated by steps such as recording lectures, or streaming them, or making notes available
- We hope but cannot be sure that the steps we are taking will permit a successful semester. Depends significantly on rate of vaccinations among students. At this point, cautiously optimistic.

### **President's 2021 Strategic Investment Program underway**

- Using \$30 million in central funds (\$10M recurring, \$20M nonrecurring) plus up to \$20M matches
- Likely recall three fund categories: Academic Excellence, Student Success and Jump Start
- Submissions periods closed
- Most Jump Start awardees have been notified; few more in coming week.
- Academic Excellence Fund is being evaluated by a review committee that includes representation from other universities, Orlando economic development, and UCF
- Student Success fund has a internal review committee
- Both of these will be awarded in coming weeks

### **Dean Searches**

- Pleased to announce the appointment of Dr. Maggy Tomova as dean of the College of Sciences; joining us October 18 from the University of Iowa
- Announcement pending for our founding dean of Libraries
- Nationwide search for CCIE will start soon

### **Closing**

- I am deeply grateful for all that you and your colleagues have done to see us through historically difficult times
- Very glad to welcome students back to a campus experience despite continuing pandemic



# Faculty Senate

## Faculty Senate Steering Committee

### Committee Reports

September 23, 2021

- Budget and Administrative Committee – *Adam Wells*
  - i) The committee met on two occasions to pick chair and vice chair. The committee was charged but we have not met since. Next scheduled meeting is October 6th.
- Information Technology Committee – *Joseph Harrington*
  - i) No chair yet. Matt Hall spoke about assessment and goals for IT. How IT climate has changed over the past few years.
- Personnel Committee – *Michael Proctor*
  - i) On the faculty senate's website, it seems like the items assigned by steering date back to last semester. Therefore, I would like to know whether steering has any new topics they'd like us to discuss.
  - ii) Old topics: required digital training: the committee decided not to prioritize this task. There was a period where a lot of mandatory online training accumulated, but it seems like we're back to a more normal flow. Tenure clocks and COVID: there was already a one-year extension. As of this moment, candidates can add an optional COVID statement. It also appears that UCF's actions to extend for one year (instead of two) are the norm in many other universities at this point. Therefore, further action does not seem to be needed at this point.
  - iii) New item: The committee believes it is important to study the information obtained during exit and stay interviews. A subcommittee has been formed for these purposes.
  - iv) The committee will seek clarification regarding the faculty involvement in hiring. More specifically, the committee wasn't to know what might have prompted this request.
  - v) I replied to Chair Harrington on his request to have the committee review the proposed policies. Just in case it needs to be reviewed again, this was my response:
    - 2-012.1 Title IX Grievance Policy: The committee observed that the role of the Advisor (as described in page 3 of the policy) did not require any particular qualifications. In particular it states that the university can assign an Advisor if the complainant or respondent cannot afford one. However, this advisor is not required to have any training, education, or experience related to the nature of the complaint. This is something that the committee is concerned about; the potential for unqualified individuals to advise individuals. The second point relates to the ability of the Advisor to speak on the complainant or respondent's behalf only if they are a student. The committee questioned why the policy is designed in an asymmetric way in that particular regard.
    - 2-104.2 Retention of External Legal Counsel – No comment
    - 2-106.2 Communication with Prosecuting Authority – No comment
- Research Council – *Linda Walters*
  - i) The council as a whole has met twice so far, and all committees have met one additional time. The first meeting of the whole council focused on discussion of needs with Dr. Klonoff



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and introductions. The second meeting focused on work agendas for the 3 committees. At present there are 3 committees: Research Compliance (chair Shawn Burke), Research Policy (chair Scot French), and Internal Research Support and Facilities (chair Chris Emrich).

Facilities can become its own committee if and when there are tasks assigned to it. There was also a request to the entire council to participate in a discussion on international collaborations based on policy changes at the state level, but Global UCF later asked for more time before sharing with faculty.

- ii) Research Compliance committee meeting: This group focused on Research Misconduct proceedings, including how to establish a faculty group ready to start inquiry investigations if and when needed; and EHS issues falling through the cracks since OR is no longer running EHS.
- iii) Research Policies Committee Meeting: Faculty had discussion on new proposed policy document for Research Misconduct currently in draft form at Office of Research. Based on comments OR has taken document back for revisions and will present again soon to this committee. It will then be presented to entire Research Council for comments, and then possibly to entire Faculty Senate.
- iv) Internal Research Support committee meeting: The group met to discuss their agenda and talked some about SEED grant funding - rfp format and reviews.
- Graduate Council – *Keith Koons*
  - i) The Graduate Policy Committee voted to revise the catalog to allow the use of a “cotutelle,” an individualized bilateral agreement signed by two universities located in two different countries on behalf of a PhD candidate. Any proposed agreement must be approved by the Graduate Curriculum Committee and fulfill all UCF degree requirements. Other committees of the Graduate Council are proceeding with their normal business.
- Undergraduate Council – *Tina Dow*
  - i) In August, Jeffrey Kauffman and Tina Dow were chosen as Chairs for the UPCC and UCRC, respectively. Subsequently, Jeffrey will also serve as Chair of the Undergraduate Council and Tina the Vice-Chair. Since that time, the UPCC and UCRC held individual meetings. At those times, Vice-Chairs for each committee were selected. Kevin Murphy will serve as Vice-Chair of the UCRC and Tremon Kizer for the UPCC. During each meeting, Tim Letzring gave updates on Kuali, the new curriculum and catalogue system that is currently being implemented.
- Ad Hoc Budget and Labor Crisis Response Committee – *Reid Oetjen*
  - i) No report
- Ad Hoc Bylaws Committee – *William Self*
  - i) Actively recruiting members to do our work, haven’t met since the last report – a number of potential changes compiled from senate leadership meetings and other communications with the administration. Current members: Bill Self, Kristine Schrauger, Keith Koons, Joe Harrington, Scott Branting
- Ad Hoc Committee on Civil Discourse – *William Self*
  - i) Recruited members and will be meeting very soon: Karol Lucken, Mason Cash, Adam Parrish, Lisa Martino, Tina Dow, Larry Walker, Bill Self
- Ad Hoc Health and Safety Crisis Response Committee – *Stephen King*



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- i) Ideas discussed at committee:
  - (1) Full support of measures taken to incentivize vaccination
  - (2) Mask distribution on campus: UCF COVID website lists buildings with masks available.
  - (3) Request for more information on the exact buildings on campus with various levels of HVAC/air circulation systems (+/- HEPA filters, +/- UV sterilization)
  - (4) Concern about the number of positive cases on the dashboard undercounting actual # of cases
- Ad Hoc Equity, Inclusion and Diversity Committee – *Kristine Shrauger*
  - i) No report