

# MEMORANDUM

**Date:** October 18, 2018  
**TO:** All Faculty Senate Members  
**FROM:** William Self  
Chair, Faculty Senate  
**SUBJECT:** Faculty Senate Meeting on October 25, 2018

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Meeting Date: Thursday, October 25, 2018  
Meeting Time: 4:00 - 6:00 p.m.  
Meeting Location: Student Union Key West, Room 218

## AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of *September 27, 2018***
4. **Announcements and Recognition of Guests**
  - Recognition of Guests
  - Announcements
  - Senate Chair Update
5. **Report of the Provost**
6. **Old Business**

None.
7. **New Business**
  - Resolution 2018-2019-3 Faculty Senate Bylaw Change - Committee Membership
  - Resolution 2018-2019-4 Faculty Senate Bylaw Change – Senate Membership
  - Discussion of Resolution 2018-2019-5 Faculty Senate Bylaw Change, Senate Operational and Curricular Councils Membership
8. **Committee Reports**
  - Budget and Administrative Committee – *Kimi Sugaya*
  - Information Technology Committee – *Sumanta Pattanaik*
  - Parking, Transportation and Safety Committee – *Heath Martin*
  - Personnel Committee – *Stephen King*
  - Graduate Council – *Jim Moharam*
  - Undergraduate Council – *Nina Orlovskaya*
9. **Other Business**
10. **Adjournment**

**Faculty Senate Meeting**  
Minutes of  
**September 27, 2018**

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

**MINUTES**

Motion to approve the minutes of August 30, 2018 was made and seconded. The minutes were approved as recorded.

**RECOGNITION OF GUESTS**

Jana Jasinski, Vice Provost, Faculty Excellence  
Devon Jensen, Associate Dean, College of Graduate Studies  
Shelia Daniels, Executive Director, Human Resources  
Joe Adams, Senior Communications Director, Office of the Provost

**ANNOUNCEMENTS**

Dr. Self welcomed Jad Shalhoub, the Vice President for the Student Government Association. Mr. Shalhoub is the designated Student Government representative and he has the privilege of participating in debate on the Senate floor.

Advisory Council of Faculty Senates (ACFS) – Update

Dr. Self attended the Board of Governors and ACFS meeting in Sarasota last week. Topics discussed included performance funding, performance standards, and a focus on student mental health. Tom Hall, the director of Student Health Services made a presentation to the Board of Governors (BOG) on alcohol and drugs as it relates to UCF. Moving forward, Shawn Felton, the chair of the ACFS, and the ACFS representative on the Board of Governors plans to hold a teleconference a week prior to the Board of Governors meeting to discuss the agenda and gather any concerns from the members. Dr. Self encouraged the senators to review the Board of Governors website and agenda prior to the meetings and inform him of any concerns. He noted that the Senate Office will send notification to the Senators to review the BOG agenda once available.

Board of Trustees Update on the Investigation

On September 13, president Whittaker notified the UCF community about the inappropriate funds used to construct Trevor Colbourn Hall. If you go to the bot.ucf.edu website, there is a link to all the details. To recap, Mr. Merck's resignation was accepted and the \$38 million in Education and General (E&G) funds were replaced. Effective immediately, any capital expenditure of \$2 million dollars or more requires the certification of the president, legal counsel, chief financial officer, and the vice president. A moratorium has been placed on any new or current projects of \$2 million dollars or more until we review funds available. Last week a special BOT meeting was held in which eight additional projects totaling \$13.8 million were found that also used E&G funds. These funds have been replaced. The Board of Trustees in conjunction with the Inspector General of the Board of Governors hired and charged a third party law firm,

Brian Cave to do an investigation. Trustee Seay is the point of contact for the board. The expectations of the law firm include:

- Determine if anyone else was involved other than the CFO,
- Other projects out of compliance,
- What controls were missing and why wasn't this mistake caught,
- Where there any controls that were violated, and
- Make recommendations for further controls.

Based on President Whittaker's recommendations, the BOT voted to suspend the performance plan for the president and vice president's until a later date. The Florida Legislature, Board of Governors, chairman of the House of Representatives are asking for information from the investigation and reserve the right to launch a separate investigation. The Board of Governors requested all Florida SUS's to review the source of capital improvement funding over the past several years and have the president, vice president of Finance, the Chief Financial Officer and legal counsel certify the source of the funds is within the authority to spend. Trustee Seay indicated today that Brian Cave has signed a new contract with the board and has hired the forensic accounting firm of Price Waterhouse and Coopers (PwC) and have asked all staff to preserve all emails, electronic communications, and paper relating to any capital projects. PwC has started on campus interviews in addition to the Board of Governors Inspector General's office. A member asked if we know who is paying for the law firm. Dr. Self indicated this is unknown to date. A member asked what is the total of the misused funds and where the money is coming from to replace the E&G. Dr. Self indicated that the total is \$51.8 million dollars and the rest of the information is available on the Board of Trustees website.

## **OLD BUSINESS**

None.

## **REPORT OF THE PROVOST**

Interim Provost Dooley expressed appreciation for the support and service of the senators to UCF. Dr. Dooley indicated the President Whittaker and the entire administration are dedicated to working through the details of the investigation with integrity and transparency. As chair Marchena indicated, UCF needs to do great work and not get distracted by the investigation. The U.S. News and World Report recently ranked UCF as the nation's 10<sup>th</sup> most innovative university; up from 25<sup>th</sup> last year. UCF is the only Florida university on the list.

### Microsoft Partnership

UCF recently entered into a 5-year partnership agreement with Microsoft to enhance learning, research, and student success. UCF will work with Microsoft to enhance digital learning capabilities; design and deliver better places to learn; bring advanced technology for augmented reality, virtual reality and mixed reality to our students and researchers; improve access to space research; and use data to better understand student success factors. Microsoft and the Bill and Melinda Gates Foundation are both interested in UCF downtown, how we partner with Paramore, and build an ecosystem for success.

Microsoft recently named UCF one of the first Microsoft Flagship Schools in North America which recognizes UCF among institutions world-wide as having the potential to transform education. Although the criteria for a Flagship school are not defined, Dr. Dooley looks forward to UCF being part of the conversation to define a Flagship school.

#### Enrollment and Student Quality

The preliminary GPA of our incoming freshman class is a record 4.11, up from 4.05 last year. The average freshman SAT score is a record 1328, up from 1316 last year, and the average freshman ACT is 28.2, compared to 28.1 last year. UCF's minority population is recorded at 47.3%. Hispanic enrollment has grown to 26%. Dr. Dooley recently attended a presentation presented by Cyndia Muñiz discussing the benefits of being a Hispanic serving institution. UCF should receive the Hispanic serving institution designation either late Fall or early Spring. UCF has a strong freshman class with 82 National Merit Scholars with a total of 316 National Merit Scholars in the last four years. Currently, enrollment for Fall is trending toward a 3.5% increase which translates to more than 68,000 students. Graduate enrollment is up by more than 500 students, bring graduate enrollment to 9,700. Our goal for graduate enrollment is 10,000. Our exclusive UCF online enrollment is up 1,200 students, for a total of 4,100. UCF's highest performing freshman class is up by 300 students. It appears that the enrollment for transfer students are flattening while the first time in college (FTIC) enrollment is growing.

A senator asked if the quality of transfer students is improving. Dr. Dooley indicated that they are doing more planning with transfer partners in terms of expectations than in the past as well as degree mapping and well defined pathways, but we don't have data to indicate quality. A comment was made that statistics are great, but would like to see output statistics for starting salaries, positions, entering graduate school, and what level of graduate schools. Dr. Dooley appreciated the comment and agreed.

#### Provost Forum – Enhancing Student Success

The next provost forum is scheduled for November 6, 2018 from 10:00 – 12:00 p.m. in the Morgridge International Reading Center. This year we will present information and target specific populations to attend for actionable take-away items. Everyone is invited to attend.

#### Diversity Survey

The Office of Diversity and Inclusion in collaboration with faculty participants in the Diversity Track of the 2016 Summer Faculty Development Conference distributed a Diversity Survey to assess the perceived state of readiness for diversity and inclusion among individual departments, colleges, and the university as a whole. The insights will help achieve the Collective Impact goals. The survey was scheduled to be released last year. It was delayed since it was scheduled to be released at the same time of the COACHE survey.

#### COACHE Survey

The COACHE survey results have been received. A priority-setting team will be formed to review the results and identify four to six key priorities.

## NEW BUSINESS

### Resolution 2018-2019-1 Faculty Senate Bylaw Change - Faculty and Staff Benefits Committee

This bylaw change was requested by the committee to include an Administrative and Professional (A&P) employee to enable input.

Motion and second to approve Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty and Staff Benefits Committee. An amendment was distributed to better balance the University Support Personnel System (USPS) and Administrative and professional (A&P) employee representation in aggregate with the faculty representation.

Motion and second to amend the resolution to further balance the USPS and A&P employee representation as followed in green:

**Whereas**, the Faculty & Staff Benefits Committee makes recommendations on policies and programs and other benefits and services provided faculty and staff; and

**Whereas**, the current membership includes a faculty member from each academic unit, seven USPS staff members, and one retired faculty member and one retired staff member of the UCF Retirement Association; and

**Whereas**, the Faculty & Staff Benefits Committee recommends modifying the committee membership to include **an three** A&P employees to enable their input to discussion and decisions; **therefore and**

**Whereas, to fairly balance the membership, reduce the USPS employees from seven to three by 2020 as terms expire or members step-down; therefore**

**BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:  
Faculty and Staff Benefits Committee

#### 2. Membership

The committee shall consist of one faculty member from each academic unit, selected by the Committee on Committees, **three seven** staff members selected by the USPS Staff Council, **three one A&P employees selected by the Associate Vice President & Chief Human Resources Officer**, and two members from the Retiree's Association (one retired faculty and one retired staff) nominated by the president of the UCF Retirement Association. **The A** benefits **coordinator** representative from the Office of Human Resources and the **Associate Vice President & Chief Human Resources Officer (or designee) director of Human Resources** shall serve as ex officio members. The chair is appointed annually by the **Associate Vice President & Chief Human Resources Officer director of Human Resources** from the faculty members of the committee. Terms of service shall be two years, staggered.

Open for discussion. Comment in support of the change. A senator asked if the amendment has to wait another 30-days. Dr. Self indicated that change can be made on the floor.

Vote: all in favor of the amendment; motion passes.

Motion and second to approve the amended Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty & Staff Benefits Committee.

Vote: all in favor; motion passes.

Resolution 2018-2019-3 Faculty Senate Bylaw Change – Committee Membership

This bylaw change was brought forward by the Steering Committee as the result of a topic issue to add an elected vice chair to all committees. This resolution is up for discussion only today. The resolution can be amended/voted on at the October meeting. No discussion.

Resolution 2018-2019-4 Faculty Senate Bylaw Change - Senate Membership

This bylaw change was brought forward by the Steering Committee the result of a topic issue to remove the exclusion for Instructors and Lecturers to be elected to the senate. This resolution is up for discussion only today. The resolution can be amended/voted on at the October meeting. Dr. Self noted that the data in support of the change was distributed at August meeting. We will make sure the data is distributed for next October meeting. No discussion.

Resolution 2018-2018-5 Faculty Senate Bylaw Change – Senate Operational and Curricular Councils Membership

This bylaw change was brought forward by the Steering Committee due to the difficulty in finding a senator to chair each committee. The resolution removes the requirement for a committee or council chair to be a faculty senator. This resolution appears on the agenda as advance notice of a bylaw change to allow 30-days to the review the changes prior to discussion at the October meeting followed by possible amendment and vote at the November meeting.

COMMITTEE REPORTS

Budget and Administrative Committee – Jackie LaManna for Kimi Sugaya

The committee met last week and discussed the Creative School wait list of 200 students. The school is at capacity. Discussed the lack of child care at the UCF Downtown campus. A senator noted that there is also a lack of child care at the Rosen campus. Dr. Self noted that at the recent Facilities Budget Committee they discussed the possibility of using the Capital Improvement Trust Fund (CITF) to expand or assist with the issue. The CITF fund receives money from students who pay building fees and capital improvement fees as part of their tuition.

Information Technology Committee – Sumanta Pattanaik

The committee is working on issues. A meeting scheduled next week to discuss how we communicate across the university using Skype for Business.

Parking, Transportation and Safety Committee – Heath Martin

The first meeting was canceled due to a lack of quorum. The next meeting is scheduled for next week.

Personnel Committee – Linda Walters for Stephen King

Focusing on faculty retention and the lack of a clear exit survey. Trying to find out more information on why faculty are not staying so we can address the issues. Awaiting the COACHE survey data.

Graduate Council – Mathida Van Niekerk for Jim Moharam

The Graduate Curriculum, Appeals, and Program Review and Awards Committees are meeting and conducting normal business. The Policy committee is looking at a system for annual reviews for doctorate and post-doctorate scholars.

Undergraduate Council – Nina Orlovskaya

Committee was introduced to the new Curriculog system, received Curriculog training, and reviewed the new Undergraduate Curriculum Handbook. Formed an Ad Hoc Committee to develop a transfer credit policy.

**OTHER BUSINESS**

Jad Shalhoub, the vice president for the Student Government Association and SGA Senate Liaison to the Faculty Senate introduced himself. As a member of the University Budget Committee and the Provost Search Committee, Mr. Shalhoub indicated that he has learned more about the sense of faculty, and the vision of the students and faculty in many cases can align. Mr. Shalhoub looks forward to serving the function of bring the students and faculty together. Mr. Shalhoub looks forward to sharing the sense of the student body and project the voice of his constituency and create a culture change in the student body to consider the faculty perspective as well.

**ADJOURNMENT**

The meeting adjourned at 4:40 p.m.

## Faculty Senate Membership Eligibility Comparison Summary

Institution	Constitution or Bylaws	Apportionment	Definition of Faculty
<b>COMPARISON PEERS</b>			
Florida Atlantic University	<a href="http://www.fau.edu/ufsgov/Files/2016_2017/Jan-2018/UFS_Bylaws-5-1-17.pdf">http://www.fau.edu/ufsgov/Files/2016_2017/Jan-2018/UFS_Bylaws-5-1-17.pdf</a>	45 Senators All full-time faculty, excluding visiting positions. Consists of members from Colleges, the Library, and non-voting members.	Tenured, tenure-earning, instructors (from chair Kevin Wagner; not defined in bylaws)
Florida International University	<a href="https://faculty senate.fiu.edu/wp-content/uploads/sites/46/2015/07/FS_Constitution.pdf">https://faculty senate.fiu.edu/wp-content/uploads/sites/46/2015/07/FS_Constitution.pdf</a>	62 Senators Proportional to the # of faculty in each in academic units (free-standing schools, the colleges and the library), except in no case can any one unit have more than 30 senators or fewer than 2.	Continuing full-time faculty members with rank of assistant, association, and professor; instructor, assistant, associate, and university librarian; instructor or lecturer in an academic unit and the department and division Chairs and directors in academic units at Florida International University.
Georgia State University	<a href="http://senate.gsu.edu/about/senate-bylaws/">http://senate.gsu.edu/about/senate-bylaws/</a>	The President may appoint eleven (11) additional faculty or officers of administration after consultation with the Executive Committee of the Senate; <u>1 faculty member for each ten (10) members of the university faculty</u> , or fraction thereof, for <u>each academic department</u> , discipline (in Perimeter College), school, and institute within the several colleges and schools; 1 representative for each ten (10) members of the university faculty, or fraction thereof for the University Library, fifteen (15) staff representatives, and twelve (12) students.	Full-time assistant, association, and professors; principal senior lecturers, senior lecturers, lecturers; clinical assistant, associate, and professors; research assistant, associate, and professors; professors of practice; academic professionals, and instructors.
Kent State University	<a href="https://www.kent.edu/provost/faculty-senate/charter-bylaws">https://www.kent.edu/provost/faculty-senate/charter-bylaws</a>	48 senators representing 21 different electorates, 27 non-voting ex officio & 3 observers (1 Emeritus Professor, 1 Grad Student Senate, 1 Undergrad Student Senate)  Academic Full-time tenure-track faculty = 1 for the 1 <sup>st</sup> 10 faculty, a second for an additional 50 faculty, and one for each 50 faculty in excess of 60.  Full-time non-tenure track faculty = separate unit & not counted for college; 1 representative for first 10 faculty, a second for an additional 50, and one for each 50 in excess of 60. 1 at-large rep for each 100 tenure-track.	Tenure-track faculty = full-time faculty member or librarian with indefinite tenure or a full-time faculty member or librarian in the probationary period prior to the tenure review.  Non-tenure track = full-time faculty member or full-time librarian.
San Diego State University	<a href="http://senate.sdsu.edu/documents/policy-file/Bylaws_Aug2017bkm1.pdf">http://senate.sdsu.edu/documents/policy-file/Bylaws_Aug2017bkm1.pdf</a>	Professors, who are apportioned annually; tenured and tenure-track faculty in each major academic unit (the seven Colleges on the San Diego campus, plus the Imperial Valley campus) elect the number of Senators equivalent to 8% of the tenured/tenure-track full-time equivalent faculty positions (FTEF) assigned to that unit. Lecturers, (four); the electorate consists of all lecturers. Coaches (one); the electorate consists of all coaches. Staff (four, non-Management Personnel Plan [MPP]); the electorate consists of all permanent and temporary non-MPP staff, including probationary staff. One staff Senator position is reserved for an SDSU-IV Campus staff member. Managers (one, Management Personnel Plan [MPP], Classes 1 and 2); the electorate consists of all MPP staff, Classes 1 and 2.	Tenured and tenure -track (probationary) faculty, librarians, and counselors, and non-tenure track lecturers, coaches, and student services professionals academically related who hold full-time academic year appointments and who may also be dept. chairs, school directors, deans, associate deans, or assistant deans, whether or not devoting full time to instruction.



University of Akron	<a href="http://www.uakron.edu/ogc/UniversityRules/pdf/10-02.pdf">http://www.uakron.edu/ogc/UniversityRules/pdf/10-02.pdf</a>	Apportioned on the basis of the number of regular faculty within the electorate and appointed to the units during the semester of the election; 1 senator for each 15 regular faculty members or fraction thereof. The part-time faculty shall elect 2 representatives; Full-time academic advisors shall elect 1 representative; 3 student representatives; Retirees shall elect 2 senators from dues-paying membership.	Includes all full-time distinguished professors, professors, associate professors, assistant professors, instructors and college lecturers.
University of New Mexico	<a href="http://handbook.unm.edu/policies/section-a/faculty-senate/a60.html">http://handbook.unm.edu/policies/section-a/faculty-senate/a60.html</a>	68 members 63 are chosen according to the number of full-time voting faculty in each academic unit, and 5 chosen at large except as noted in vi below. The number of senators for each academic unit (school, college, or branch with a full-time academic faculty) shall be determined yearly by first dividing the set number of senators (63) into the total number of voting faculty in the University followed by using this resulting number to determine the proportional representation for each of the units with academic faculty. This calculation will be subject to modification as specified by the following rules.	The University Faculty shall consist of the assistant, associate, and Professors; Clinician Educators, Lecturers, and Instructors, including part-time and temporary appointees.
University of Texas-Arlington	<a href="http://www.uta.edu/senate/new/Senate_Bylaws_2014_07_14.pdf">http://www.uta.edu/senate/new/Senate_Bylaws_2014_07_14.pdf</a>  <a href="https://www.uta.edu/policy/hoop/3-600">https://www.uta.edu/policy/hoop/3-600</a>	All full-time faculty, up to and including chairs of departments in administrative rank, shall be eligible for membership.  All eligible full-time faculty, as determined by each department, shall act as department electors.	All voting members of the faculty and instructors, including chairs of departments, shall be eligible for membership
University of North Carolina-Charlotte  [Faculty Council]	<a href="https://facultygovernance.uncc.edu/fc-committees/descriptions/fc">https://facultygovernance.uncc.edu/fc-committees/descriptions/fc</a>	1 member per unit plus many ex officio members.	Faculty, shall consist of all full-time persons holding academic rank of lecturer or above, regardless of modifying adjectives.  Academic Units listed eligible to 1 member each.
University of South Florida	<a href="http://guides.lib.usf.edu/ld.php?content_id=160536">http://guides.lib.usf.edu/ld.php?content_id=160536</a>	Annually apportioned equitably among academic units, based on the number of members of the general faculty in each unit. A unit's apportionment is equal to: $100 \times (\text{Number of eligible faculty in unit} / \text{number of eligible faculty in university})$ .	Full-time faculty members with the rank of Lecturer, Instructor, Assistant Professor, Associate Professor, Professor, Instructor Librarian, Assistant Librarian, Associate Librarian, or Librarian. Full time is defined as 100 percent for 9 months or at least 75 percent for 12 months.
Virginia Commonwealth University	<a href="http://www.facultysenate.vcu.edu/rules-and-bylaws/bylaws/">http://www.facultysenate.vcu.edu/rules-and-bylaws/bylaws/</a>	Apportioned 62 max among the schools so that, in so far as possible, each Elected Senator shall represent an equal number of the faculty members eligible for Faculty Senate membership—subject to the constraints that each school be represented by at least two elected Senators and no school shall be represented by a number of Senators that exceeds one third of the total of Elected Senators for the University.	The voting membership of the Faculty shall consist of the assistant, associate, and professors; instructors, who are full-time employees of the University and who hold continuing appointments from the Board of Visitors as teaching and research faculty or administrative or professional faculty in one of the academic schools or who have been granted a continuing "Full-Time Academic Appointment (VAMC)" or a "Full-Time Academic Appointment (Inova)" by the Board of Visitors.

ASPIRATIONAL PEERS			
Arizona State University-Tempe	<a href="https://www.asu.edu/aad/manuals/acd/acd112-01.html">https://www.asu.edu/aad/manuals/acd/acd112-01.html</a>	<p>Degree-granting units.</p> <p>Degree-granting units with fewer than 40 Academic Assembly members shall select one senator. Degree-granting units with 40 or more Academic Assembly members shall select one additional senator. Degree-granting units with 100 or more Academic Assembly members may select a third senator.</p> <p>The following non-degree granting units applied for and received approval for membership in the University Senate: Emeritus College (1 representative); Ross Blakely Law Library (1 representative); LeRoy Eyring Center for Solid State Science (1 representative); ASU Libraries' Librarians Assembly (2 representatives)</p>	Consists of all tenured and tenure-eligible faculty, academic professionals, and full-time contract faculty (i.e. lecturers and senior lecturers, instructors, clinical faculty, research faculty, and professors of practice).
Auburn University	<a href="http://www.auburn.edu/academic/provost/facultyHandbook/chapter%202-participation.php#senateconstitution">http://www.auburn.edu/academic/provost/facultyHandbook/chapter%202-participation.php#senateconstitution</a>	One elected senator from each formal academic department having at least 4 full-time faculty equivalents; 1 elected senator from each school lacking formal departments; 1 elected senator from the Libraries; 1 elected senator from the nontenure-track faculty members of the Cooperative Extension System who are not included in academic departments; 1 elected senator from the nontenure-track faculty in University Outreach who are not included in academic departments; 1 elected senator from the nontenure-track faculty of the Alabama Agricultural Experiment Station who are not included in academic departments.	All positions of professorial status and other positions that have a primary academic function associated with Auburn University, main campus. Academic function generally is defined as having a primary responsibility for supervising or administering an academic program or for academic participation in an academic program. The academic program of the University is understood to include instruction, research, and extension. University Faculty is subdivided into tenured and non-tenured groups.
North Carolina State University-Raleigh	<a href="https://faculty.senate.ncsu.edu/files/2016/07/GENERAL-FACULTY-BYLAWS-amended-2-23-16.pdf">https://faculty.senate.ncsu.edu/files/2016/07/GENERAL-FACULTY-BYLAWS-amended-2-23-16.pdf</a>	<p>The number of senators from each college or school (hereinafter referred to as college) shall be the whole number nearest to the number computed from the following formula but shall not be less than two.</p> $1 + 12 \left( \frac{\text{No. of Faculty in College} \times \text{Student Headcount in College}}{\text{Total Faculty in University} \times \text{Student Headcount in University}} \right)$ <p>In addition to each college faculty there shall be a constituency for Faculty Senate and other General Faculty elections which shall comprise all persons of faculty status who are not members of an academic college. This constituency shall elect two members to the Faculty Senate</p>	Persons eligible for voting membership in the General Faculty of North Carolina State University are those full-time (FTE <sup>3</sup> 0.75 benefit eligible) regular faculty, i.e., tenured and tenure track; full time non-tenure track faculty, except field faculty; faculty in the Phased Retirement Program; and Emeritus faculty.
Oregon State University	<a href="http://senate.oregonstate.edu/bylaws">http://senate.oregonstate.edu/bylaws</a>	<p>132 elected senators</p> <p>If an apportionment group is eliminated due to merger or abolishment of a campus unit, the terms of office of the group's Senators would cease at the end of the current calendar year.</p> <p>Each College, the combined ROTC staff, off-campus Extension Faculty, Student Affairs, Associated Faculty, OSU-Cascades, Hatfield Marine Science Center, and Library are apportionment groups. The Executive Committee of the Faculty Senate shall determine each Fall the full-time-equivalent (FTE) of Faculty as defined in Article III, Section 1., above, in each College or unit and the total student credit hours (SCH) generated by each unit during the most recent academic year. The apportionment shall be allocated 75% according to FTE and 25% according to SCH, with the number of</p>	

		<p>elected members of each apportionment group determined by the largest whole number below its calculated apportionment, and fractional apportionment allocated as described below. Each apportionment group shall have at least one elected member. Additional seats necessary to achieve a total elected membership of 132 shall be distributed by allocating one seat to the apportionment group with the greatest unassigned fractional apportionment and continuing until 132 seats have been allocated.</p>	
University of Cincinnati	<a href="http://www.uc.edu/content/dam/uc/trustees/docs/rules_50/50-3-02.pdf">http://www.uc.edu/content/dam/uc/trustees/docs/rules_50/50-3-02.pdf</a>		<p>The faculty is composed of the following individuals: The president; Vice presidents of the university with academic appointments; Vice provosts; deans; assistant, associate, and professor, associate professor; instructor.</p> <p>Every full-time professional librarian holding the rank of senior, associate senior, associate, assistant, or beginning librarian.</p> <p>All full-time faculty in the division of professional practice holding a field service title of professor, associate professor, assistant professor, or instructor. All full-time persons holding educator, practice, clinical, field service, or research titles. All persons with adjunct appointments of 65% or more of a full-time faculty position.</p>
University of Colorado-Boulder	<a href="https://www.colorado.edu/bfa/bylaws/rules-boulder-faculty-senate">https://www.colorado.edu/bfa/bylaws/rules-boulder-faculty-senate</a>	<p>49 voting members. Apportioned among the schools and colleges, institutes, libraries, museum. Apportionment conducted every 5-years.</p> <p>33 members will be elected as representatives of various schools and colleges, library and museum according to proportional representation.</p> <p>12 members will be elected by the faculty at large. No more than 6 of these members shall be from the same school or college.</p> <p>2 non-tenured members of the faculty will be elected by the faculty at large for <i>two-year terms</i>.</p> <p>2 retired faculty will be elected by retired members of the Boulder Faculty Senate for <i>two-year terms</i>.</p>	<p>Professors, Associate professors, Assistant Professors, Professors Adjoint, Professors Attendant Rank, and professors Emeritus. Full-time Instructors after two years in rank at the University.</p> <p>The President and Vice Presidents of the University, the Chancellor, Vice Chancellors, Deans, and the Directors of the Library and Museum.</p>
University of Nebraska-Lincoln	<a href="https://www.unl.edu/facultysenate/senate/FACULTY%20SENATE%20BYLAWS%20June%201%202017.pdf">https://www.unl.edu/facultysenate/senate/FACULTY%20SENATE%20BYLAWS%20June%201%202017.pdf</a>	<p>Senate reviews apportionment based on Secretary report every other year.</p> <p>Each dept. with 5 or more members = 1 seat. Those with more than 25 = 2 seats; over 50 = 3 seats</p> <p>Colleges with no depts. And each of the research &amp; extension district and/or centers shall be treated as a single dept.</p> <p>A dept. with 4 or fewer shall be linked with one of the closely related interests after consultation w/depts.</p> <p>Dept with 2 or more seats shall decide whether separate constituencies should be established within dept.</p>	<p>Tenure and tenure- track faculty members with an FTE of .50 or greater.</p> <p>Non-tenure track faculty members including: Lecturers, Senior Lecturers, Professors of Practice, Research Professors, and Extension Educators holding .50 FTE or greater and having three successive academic years of paid faculty service.</p>

University of South Carolina-Columbia	<a href="http://www.sc.edu/faculty/PDF/Handbook2016.pdf">http://www.sc.edu/faculty/PDF/Handbook2016.pdf</a>	<p>Apportioned by total number of faculty range (e.g., 175-184 faculty = 18 senators)</p> <p>The number of Senate members allocated to each college, school, or Regional Campus is ten (10) percent of the total voting members of the University faculty in such college, school, or Regional Campus, except that the clinical, teaching faculty from each School of Medicine will be represented by three faculty. Each college, school, or Regional Campus shall establish and publish rules and procedures governing the election of its members to the Senate and the filling of vacancies.</p>	Defined to mean full-time faculty members holding the rank of Assistant Professor or above and professional librarians.
<b>OTHER SUS</b>			
Florida A&M University	<a href="http://www.famu.edu/facultyse/nate/Florida%20A&amp;M%20University%20Constitution%20and%20Bylaws.PDF">http://www.famu.edu/facultyse/nate/Florida%20A&amp;M%20University%20Constitution%20and%20Bylaws.PDF</a>	<p># Senators per college/school=</p> <p># eligible faculty/#schools &amp; colleges in university</p> <p>A fraction of 5/10 or more of a person shall be construed as a whole person. Each college or school or equivalent academic unit shall be entitled to at least 2 voting senators. General faculty includes part-time faculty.</p>	Full-time members of teaching, research, and/or public service holding the rank of assistant, associate, or professor; instructor, assistant, associate, and university librarian; instructor in one of the colleges, schools or other academic units, and those members of the administrative and professional staff who are employed in one of those ranks. Visiting, adjunct, or those members of the A&P staff who are assigned to one of those ranks are not members of the voting faculty.
Florida Gulf Coast University	<a href="https://www2.fgcu.edu/FacultySenate/files/FSBylaws_Rev_8.25.pdf">https://www2.fgcu.edu/FacultySenate/files/FSBylaws_Rev_8.25.pdf</a>	<p>Each academic unit is allocated a minimum of 2 Senators.</p> <p>Office of the Senate determines the total number of full-time faculty employed and eligible. Number of additional senators determined by formula:</p> <p><u>#full-time faculty in unit X 23</u> #full-time at University</p>	Any full-time in-unit FGCU employee, including faculty in visiting status, (1) whose job classification includes at least one of the following titles: Eminent Scholar; Endowed Chair; Assistant, associate, or professor; Instructor (I, II, III) ; Lecturer; Instructor, Assistant, Associate, or University Librarian; Program Director; or Academic Advisor (I, II, III, within the Division of Academic Affairs), and (2) whose annual assignment consists primarily of support for the instructional function of the University (greater than 50% of activities on Faculty Activity Report (FAR) must be directly related to teaching, scholarship, and service), and (3) whose annual assignment does not include supervisory evaluation of other ranked faculty or having been defined by contract as administrative or managerial or confidential employees of the University.
Florida State	<a href="http://facsenate.fsu.edu/sites/g/files/imported/storage/original/application/40cfe0e4bf9a6f5ec4167408ff39f265.pdf">http://facsenate.fsu.edu/sites/g/files/imported/storage/original/application/40cfe0e4bf9a6f5ec4167408ff39f265.pdf</a>	<p>Each college &amp; school. Only full-time instructors, assistant professors, associate professors, and professors shall be eligible for representation in the election, except that University Service Professors, University Service Associate Professors, and University Service Assistant Professors are also eligible for representation in and election to the Faculty Senate.</p> $\frac{\text{number of representatives}}{100} = \frac{\text{number of eligible faculty members in college or school}}{\text{total number of eligible faculty members in the university}}$ <p>Each college will have at least 1 rep. Library entitled to 1 rep.</p>	General Faculty shall consist of those persons holding the academic rank of Instructor; Assistant, Associate, or Professor in one of the colleges, schools, or other academic units of the University; those members of the Professional Staff to whom the President assigns an academic rank.
University of Florida	<a href="http://generalcounsel.ufl.edu/media/generalcounselufledu/documents/Bylaws.pdf">http://generalcounsel.ufl.edu/media/generalcounselufledu/documents/Bylaws.pdf</a>	The elected voting membership of the Faculty Senate shall be apportioned equitably among the Academic Units based on a membership (150) members.	Primary assignment is to carry out the academic mission of the University, namely, teaching, research and academic service.

University of North Florida	<a href="https://www.unf.edu/unffa/Bylaws.aspx">https://www.unf.edu/unffa/Bylaws.aspx</a>	Not a "senate", a one-person, one-vote direct democracy.	All persons holding full-time faculty appointments and participating in the instruction, research, or service programs of the University, including visiting faculty and Library faculty, as well as faculty on phased retirement.
University of West Florida	Requires a Log-in		
University of Miami	<a href="https://fs.miami.edu/assets/pdf/facultysenate/Documents/FacultyManual.pdf">https://fs.miami.edu/assets/pdf/facultysenate/Documents/FacultyManual.pdf</a>	The Faculty Senate shall consist of 30 -50 voting members. Each school with faculty tenured in that school, and the Library, 26 shall be allotted at least one senator. The remaining senators shall be apportioned such that the ratio of faculty per senator in any school shall increase with the size of the faculty of that school. The number of senators allotted and apportioned to any two schools shall be less than 50% of the total voting membership.	<p>Regular faculty = tenured and tenure-earning assistant, associate, and professor.</p> <p>Research faculty = Research assistant, associate, and professor. Research faculty shall not hold tenure or tenure-earning appointments.</p> <p>Educator Faculty INSTRUCTORS appointed before June 1, 2013 and those faculty with professorial titles engaged primarily in professional practice and in teaching associated with that practice.</p> <p>The LIBRARIAN FACULTY shall consist of those faculty serving in the libraries of the University who hold the rank of Librarian Professor, Librarian Associate Professor, or Librarian Assistant Professor and who perform normal professional duties in the libraries, but are not required to undertake scholarly research.</p> <p>ASSOCIATED FACULTY are all faculty with authorized professorial titles prefixed by "Voluntary," "Adjunct", "Visiting", or "Affiliated.</p>

1 **Resolution 2018-2019-3 Faculty Senate Bylaw Change, Committee Membership**

2  
3 **Whereas**, the Bylaws for each Senate operational, curricular, and joint committee and council  
4 requires a chair be elected at the first meeting for each committee in the Fall semester; and

5  
6 **Whereas**, many committees have experienced an instance of the chair not being able to make a  
7 scheduled meeting due to illness, travel, or other conflict; therefore

8  
9 **Be it resolved** that the Bylaws for each Senate operational, curricular, and joint committee and  
10 councils be modified to add an elected vice chair.

*Approved by the Faculty Senate Steering Committee on August 16, 2018.*

1 **Resolution 2018-2019-4 Faculty Senate Bylaw Change, Senate Membership**  
2

3 **Whereas**, in 2008 the Faculty Constitution was amended to include instructors and librarians in  
4 apportionment; and  
5

6 **Whereas**, on November 19, 2009, the Senate passed Resolution 2009-2010-1 Promotion  
7 Stream for Instructors/Lecturers recommending that administration develop policy and  
8 procedures giving all full-time instructors and lecturers an opportunity for advancement; and  
9

10 **Whereas**, on October 16, 2014, the Senate passed Resolution 2014-2015-1 Amend the  
11 Definition of Faculty and Eligibility for Election to the Faculty Senate in the Bylaws of the Faculty  
12 Constitution to include Senior Lecturer, Associate Lecturer, Lecturer, Senior Instructor,  
13 Associate Instructor, Instructor, and Instructor Librarian in apportionment; and  
14

15 **Whereas**, on June 16, 2016, UCF Regulation 3.0176 Instructor and Lecturer Faculty Promotion  
16 was created to provide a formal promotion path; and  
17

18 **Whereas**, the majority of aspirational peers, comparison peers, and other State Universities  
19 already include instructor and lecturers in eligibility for the Senate; and  
20

21 **Whereas**, instructors and lecturers are an integral part of many UCF departments and colleges  
22 and participate to some degree, in teaching, research, and service; therefore  
23

24 **Be it resolved** that the Bylaws contained in Section II. Senate Membership be modified to allow  
25 instructors and lecturers to be elected as faculty senators as followed:  
26

27 A. General Eligibility

28 Those defined as members of the general faculty in Bylaws, Section I.A shall be eligible  
29 to be elected to the Faculty Senate, ~~with the exception of Senior Lecturer, Associate~~  
30 ~~Lecturer, Lecturer, Senior Instructor, Associate Instructor, Instructor, and Instructor~~  
31 ~~Librarian~~. Visiting faculty, regardless of their rank or duration of appointment, are not  
32 eligible to serve on the Faculty Senate.

*Approved by the Faculty Senate Steering Committee on August 16, 2018.*

1                   **Resolution 2018-2019-5 Faculty Senate Bylaw Change, Senate Operational**  
2   **and Curricular Councils Membership**

3  
4 **Whereas**, the Bylaws for the Budget and Administrative, Information Technology, Personnel, and the  
5 Parking, Transportation and Safety operational committees in addition to the curricular councils  
6 require the chair/vice chair be a current Faculty Senate member; and

7  
8 **Whereas**, the Senate operational and curricular council chairs each provide a committee report at each  
9 Faculty Senate meeting; and

10  
11 **Whereas**, this requirement limits the leadership opportunities for general faculty while placing a heavy  
12 service load on faculty senators; and

13  
14 **Whereas**, many long-time committee members would like the opportunity to chair the committees;  
15 therefore

16  
17 **Be it resolved** that the Bylaws for each Senate operational, curricular councils, and the Committee on  
18 Committees be modified to allow any committee member to chair/vice chair the committee and to  
19 appoint a committee faculty senator liaison to provide monthly committee reports to the Senate as  
20 followed:

- 21  
22       1. Budget and Administrative, Information Technology, Personnel, and the Parking, Transportation  
23       and Safety Committee

24  
25       Membership:

26       The committee chair ~~must be a current Faculty Senate member and~~ shall be elected annually by  
27       its membership at the first meeting of the committee after the new Faculty Senate is elected,  
28       normally in the early fall term.

- 29  
30       2. Undergraduate and Graduate Councils

31  
32       Membership:

33       The council chair and the vice chair ~~must be current Senate members and~~ are elected annually  
34       by the membership of the council at the first meeting after the new Senate is elected, normally  
35       early in the fall term.

- 36  
37       3. Committee on Committees.

- 38  
39           a. To solicit committee preferences from senators for membership on the committees of  
40           the Senate, ~~and to~~ review and recommend committee membership, ~~and to appoint a~~  
41           Senate liaison to provide monthly committee reports to the Senate.

*Approved by the Faculty Senate Steering Committee on September 20, 2018.*