



Faculty Senate

Steering Committee

Minutes for meeting of Thursday, September 24, 2020, 4:00 pm

YouTube Link to access recording: <https://youtu.be/qonXTW-o4NQ>

- 1) Call to Order at 4:01 p.m.
- 2) Roll Call via Qualtrics
- 3) Approval of Minutes of *August 20, 2020*
 - a) Motion to approve, second,
 - i) Motion to amend, Under C2, established under the US Dept of Education, second, vote taken, motion carries
 - ii) Vote to approve minutes, minutes approved as amended
- 4) Announcements
 - a) Agenda order today is unusual. Topic assignments are first, as we must finish them. COVID-19 items are next, to keep a cohesive discussion. An item that did not make it in time for the agenda will be raised in Other Business: the review of policies by the Senate. Senate leadership is proposing a change in the charge and name of the Ad Hoc Equity, Inclusion and Actions Program Committee as well.
- 5) Recognition of Guests
 - a) Michael Johnson, Office of the Provost
 - b) Jana Jasinski, Office of the Provost
 - c) Carly McCarthy, Communications and Marketing
 - d) Kent Butler, Office of Equity, Inclusion and Diversity
 - e) Joe Adams, Office of the Provost
 - f) Allison Hurtado, Faculty Excellence
 - g) Lucretia Cooney, Faculty Excellence
- 6) Old Business
 - a) Topic Assignments for 2020-2021 Senate Action (see document in meeting materials). The goal is to decide whether to take up these topics by sending them to a committee. Sometimes we ask for more information from the proposer before deciding.
 - #5 - Prohibited Conduct Policy review.**
 - Topic Description: Review of Prohibited Conduct Policy #2-004.1 to include a requirement for follow-up. Proposed by Terri Fine.
 - Chair Harrington explained that the proposed amendment would include a requirement for follow-up of complaints (e.g., harassment) if there is sufficient credible evidence in the eyes of the investigators. This has apparently not always been the case in the past.
 - A senator stated that it looks to be a job for the Personnel Committee.

Faculty Senate

- Another senator asked, what does it mean follow up? Who is following up?
- Chair Harrington explained Professor Fine's concern. Some of the harassment complaints that have been made since the *Let's Be Clear* campaign began did not result in an investigation of the complaint. She wishes to require that if there is sufficient credible evidence that it gets investigated. Faculty questioned whether it is covered in the *Collective Bargaining Agreement* (CBA) or investigated by the Office of Institutional Equity. Who is going to follow up? Harrington said there is a policy, Prohibitive Conduct policy, 2-004.1, and her desire is to produce a specific amendment to that policy. She has provided a large file with documentation. He feels Personnel would have lots of background information to act on.
- Motion to send to Personnel Committee, seconded.
- Chair Harrington noted that things can be sent to more than one committee, but there needs to be one committee that oversees it.
- Vote taken, motion passes. 12 yes, 0 no.

(2) #6/15 – Final Exam Policy

- The next one is relevant to #15. #6 is Final Exam Policy. Submitted by Jana Jasinski. Topic is: Review Final Exam policy for updates and revisions.
- #15 – UCF Policy 4-400.3 Final Exams. Submitted by Compliance. Topic description is as follows: A final examination or alternative end-of-term assessment should be given in each course that is taught. Regardless of the type of mechanism employed for final assessment, or the course modality, each faculty member must provide continuous instruction for the full length of the semester, including the final examination period.
- Clarify now for remote courses which originally were not online courses, e.g. slotted exam time versus which ones can be given as an assignment to complete.
- Motion to combine #6 and #15 and send it to UPCC, the Undergraduate Policy and Curriculum Committee, motion seconded.
- Vote taken, motion passes. 13 yes, 0 no

(3) #7 – Scientific Conferences at UCF. Topic discussion: The organization of Scientific (or otherwise Academic) Conferences and Meetings chaired by UCF faculty should be managed through the Office of Research, rather than Continuing Education. Submitted by Luca Argenti.

- He has written up a document describing the benefits and costs are of moving to Office of Research.
- This could go to Budget and Administration or Research Council or both.
- Is that something that the Office of Research wants to take on?
- Move to assign to Research Council, seconded.

Faculty Senate

- Discussion: If we are moving this from anyplace, we really need Continuing Education to have input on this. That will be a part of the discussion for the Research Council to investigate. *A senator requests that the Research Council talk to Office of Research and Continuing Ed to share information*
- Vote taken, motion passes. 13 yes, 0 no.

(4) #8 – **Accommodations for J1 Scholars.** Topic discussion: UCF should consider reserving on-campus or near-campus accommodations for mid-term (one to six months) visiting scholars on J1 visas. Submitted by Luca Argenti.

- This would affect someone that comes to UCF for a couple of months; it is difficult to find short-term housing in mid-semester. Visitors do not necessarily know or understand the US housing environment. Visitor would still need to pay for housing.
- It is research related and administrative related.
- A senator suggested Budget and Administrative.
- A motion was made to move it to Budget and Administrative. The CFO may have relationships with local vendors, like hotels.
- Motion seconded. Vote taken, motion passes. 15 yes, 0 no.

#9 – **Monitor progress of ERP update.** Topic discussion: UCF is upgrading the PeopleSoft ERP. This \$50M, 2+ year project is being run by the CIO and CFO, and UCF IT will implement its integration into campus IT systems. Then, all affected units will implement their processes into the ERP. The functions it serves are mainly budgetary and administrative, with some future academic functions (course registration, etc.). Several committees may wish to request presentations and give feedback, but one needs to update the Senate and Steering at each meeting, and recommend when presentations to Senate or Steering, or even Open Forums, are needed.

- Submitted by Joe Harrington.
- It is a large project. It will eventually affect academic areas, but it is not being put in the first round.
- Could go to several committees, but one group needs to take charge of it.
- Moved to assign it to Budget and Administrative, seconded.
- Vote taken, motion passes. 16 yes, 0 no.

(5) #10 – **Required digital training for faculty and staff.** Topic discussion: A recurring problem with required UCF digital training is subjective questions (FERPA training), unrealistic quiz passing scores, no means to request feedback to know what was missed (FERPA Training), and erroneous scoring (ECCT). Submitted by Dennis Filler.

- Is this a B&A Committee topic or Personnel Committee topic? Where does this belong to be investigated?
- No discussion. Motion to assign to Personnel, seconded.



Faculty Senate

- Vote taken. 13 yes, 0 no.

There are 5 policies that were announced this week for discussion. Two of them are related to the Title IX changes required by the US Department of Education. Two are financial in nature and the last one is final exam that we have already discussed.

(6) #11 – UCF Policy 2-004.2 Discrimination policy.

- This has been assigned to Personnel.
- A senator commented that when it is sent this to a committee for them to take it up, it is going to be much later than the actual meeting to decide the policy so he is wondering what the point is to review it. Chair Harrington responded that it was noted in the email sent out a few days ago that the review of policies is an accelerated process. We basically decide the moment we are made aware of these which committee should receive it and notify either the chair or the whole committee by email. They have a week to let us know whether to flag it for changes if it's a big concern or to let us know they have no concerns. He thinks typically there will be no concerns. The policy can be brought to the next Steering or Senate, where it can receive feedback. The committee can, on its own authority and representing only itself, give feedback through the university policy mechanism. He noted that administration pays a lot of attention to that feedback. If there are questions, the Senate chair would reach out to the Administration and raise concerns, asking to halt the 30-day clock.
- Policy review will be part of the Topics List going forward for tracking purposes.
- Everyone is encouraged to sign up for policy notifications. They come out once a week.
- Motion to assign to Personnel, second, discussion, vote taken, motion passes. 13 yes, 0 no.

(7) #12 – UCF Policy 2-012 Title IX Grievance Policy

- Similar to Department of Education edit on all the University policies in the country.
- Motion to assign to Personnel, seconded.
- A senator asked if it is true that all agreements and procedures need to go to collective bargaining and wonders how a policy like this could even originate. Chair Harrington stated that this is an excellent question for the Personnel Committee to raise, since they have access to the administrators in order to have this discussion.
- Vote taken, motion passes. 13 yes, 0 no.

(8) #13 – UCF Policy 2-107.6 Signature Authority/Salary Supplement Policy

- The delegation of signature authority and who has the authority to supplement somebody's salary by giving them a chunk of money. Proposed to go to Budget and Administrative committee.



Faculty Senate

- Motion to assign to Budget and Administrative, second,
- No discussion.
- Vote taken, motion carries. 14 yes, 0 no.

(9) #14 – UCF Policy 3-114 New Construction, Remodeling and Renovation Projects

- A senator stated that it sounds like something that should go to Budget and Administrative.
- No discussion.
- Motion to assign to Budget and Administrative, second, vote taken, motion carries. 15 yes, 0 no.

7) Report of the Provost

- a) Fall Semester - Fall semester is going well. It appears that both face-to-face and remote classes are going well. Faculty have more confidence that the approach we've taken to face-to-face classes is effective in preventing transmission of COVID 19. He has asked the colleges to begin planning the spring semester with more face-to-face classes available.
- b) Spring Break - Most universities are considering canceling spring break and either starting later or ending earlier or even moving spring break toward the end of the semester.
- c) Dean Searches - Search for a library dean is about to get underway with the search committee being a rather broad selection across the university. Also searching for CREOL dean.
- d) Thanks Steering Committee and all faculty for dedication to student success and successful launch of unusual semester.
- e) Order of Questions – The Chair mentions that many of the SUS Faculty Senate chairs are recognizing that Zoom has a tendency to amplify loud voices. He will be calling on people who haven't had a chance to speak in the entire meeting (not just on a particular item) before others who have. There is a chat and members can put questions or comments there to be recognized, as well.
- f) Questions/Comments
 - i) A senator commented that he has been teaching face-to-face and has had a good experience with the room being clean. Occasionally there is an issue with Zoom. He is planning to teach face-to-face again next semester.
 - ii) Another senator commented that he feels eliminating spring break makes sense. He has heard some concerns from faculty about being asked to teach more face-to-face classes in the spring. They are concerned about a second wave of COVID 19 coming through. The provost confirms that he has asked the deans to schedule more face-to-face classes for the spring. There are physical restrictions as to how large classes can be held. If there is an outbreak, there may be a reevaluation of this request.
 - iii) A senator noted that pushing the spring break to the end of the semester would be good and noted that a committee he is on was concerned about budget cuts. The provost stated that he asked nonacademic units to give estimates about how cuts would affect their units.



Faculty Senate

- iv) Another senator expressed the desire to retain spring break.
 - v) A senator would like to know if there will be an expansion of the targeted screening.
 - vi) A senator would like to know if there are any planned disciplinary actions regarding required screening. The provost stated that the state delegates the authority to the president.
 - vii) A senator asked whether tenure-earning faculty will have their clock extended. Jana Jasinski stated that the clock has been extended to October 1st. The provost said that anyone who feels they need the extension, should take advantage of it.
- 8) Committee Reports
- a) Ad Hoc Budget and Labor Crisis Response – Reid Oetjen
 - i) Committee focused on research-related issues and have found that travel has been affected; having to work remotely and at-home schooling has also affected ability to do research, as there is no buyout for research and no course releases.
 - ii) They also discussed how library resources could be negatively affected in the future and that BRIDG funding has been cut.
 - b) Ad Hoc Health and Safety Crisis Response – Stephen King
 - i) Screener app – very poor student use, especially those on campus. Students are going on campus and not using the app to get cleared. Rec and Wellness center is requiring that they show the app is used for clearance to be let in the facility.
 - ii) Targeted screening – spoke about who should be targeted besides the Greek houses, such as faculty teaching face-to-face, staff that disinfects/cleans classes and all people who interact with patients.
 - iii) A senator asked whether coming back from spring break would be similar to the start of the semester. Steve King confirms that their committee is very concerned about that. The senator supports the idea of spreading spring break days out across the semester so there is not a chance for students to go away.
 - iv) Another senator expressed that she would like to see random testing done after Thanksgiving, as students will still be coming on campus. This might help with the decision about spring break.
- 9) New Business
- a) COVID19 on Campus
 - i) No further discussion.
 - b) Ad-Hoc EID Charge Change
 - i) Chair Harrington reported that in setting up this committee, it was found out that there is a similar committee at the university level already. He met last week with President Cartwright, Interim Associate Vice President for Equity Inclusion and Diversity Kent Butler and Interim Provost Michael Johnson and it was determined that Kent Butler's Leadership Committee for Equity, Inclusion and Diversity will be the university's EID steering committee, with members included from the senate committee for coordination. Curriculum and any policy that affects faculty will be the responsibility of the senate committee. Then, it would be communicated to the university committee. Dr. Butler prefers that the senate have an operational committee, not a joint committee. Chair Harrington would like to update the senate EID committee's charge to include brainstorming and pursuing ideas, working ideas



Faculty Senate

into proposals, and bringing them to the senate. EID-related personnel issues will also go to this committee.

- ii) Chair Harrington suggested updating the charge of the Ad Hoc Equity, Inclusion and Diversity Actions and Programs Committee to the final two jobs in its charge, removing "Actions and Programs" from its name, and tasking the Ad Hoc Bylaws Committee to develop a resolution to amend the Bylaws in order to create a permanent EID Committee, pending the Steering and Senate's votes. This committee should not replace or supplant any existing committees, but rather act as a source of ideas. It would develop and evaluate programs and policies in areas within the purview of the Faculty Senate whose goals are to reduce systemic racism or improve equity, inclusion, and diversity at UCF. The committee will work with existing entities, including relevant Senate committees to bring these ideas to fruition and to evaluate the effectiveness of such programs. The committee will also handle EID-related personnel and policy issues.
- iii) Curricular ideas would go to Undergraduate or Graduate Council committees. A senator stated that he would like to see a permanent EID committee rather than an Ad Hoc committee.
- iv) Chair Harrington asked for a motion. Motion by Senator Koons to change the charge to:
 - (1) Develop and evaluate programs and policies in areas within the purview of the Faculty Senate whose goal is to reduce systemic racism or improve equity, inclusion, and diversity at UCF. The committee will work with existing entities, including relevant Senate committees, to bring these ideas to fruition and to evaluate the effectiveness of such programs. The committee also handles EID-related personnel and policy issues.
 - (2) And change the name of the ad hoc committee to: Ad Hoc Equity, Inclusion and Diversity Committee.
- v) Second by Senator King, discussion, vote taken and motion passes with 17 for and 0 against.

10) Committee Reports, Continued

- a) Budget and Administrative Committee – *Nina Orlovskaya*
 - i) Two meetings since last Steering Committee
 - ii) They had a long discussion about the library budget and the committee is concerned.
 - iii) They also had discussion about the new ERP project.
- b) Information Technology Committee – *Joseph Harrington*
 - i) The committee met twice, once for charging and then once more. A brief discussion of items on the agenda. Interim CIO Mike Sink gave a presentation. Items discussed were response time for tickets to be handled, as well as security questions and concerns.
 - ii) To be worked on this year: Research support, ticket response time, and support for other operating systems.
- c) Parking, Transportation and Safety Committee – *Adam Wells*
 - i) Charge meeting was the only meeting so far. A senator would like to know if the police department received a 9% budget cut and is concerned about the implications. Dr. Wells stated they did not discuss this issue and will bring it up in the next meeting.
- d) Personnel Committee – *Steve King*



Faculty Senate

- i) Initial charge meeting and one other meeting were held.
- ii) They reviewed topics and discussed how to proceed.
- iii) To be worked on this year: Faculty input for administrative appointments and salary equity.
- e) Research Council – *Vicki Loerzel*
 - i) The council has had only one meeting, in which they elected a chair.
- f) Graduate Council – *Jim Moharam*
 - i) All committees met at the charging meeting. Subcommittees are scheduled to begin meeting next week. They voted to suspend the university requirement for GRE for admission next fall. They also discussed whether it should be used in the future or not. There are several masters' degree programs that do not require it.
 - ii) A senator noted that there is a discussion about library representation on the council/committees. The bylaw will be studied as to whether to change.
 - (1) Motion to make a topic and assign to Bylaw Committee to amend bylaws to allow librarians to serve on Graduate Council without being graduate faculty, second, vote taken, motion passes.
- g) Undergraduate Council – *Bill Self*
 - i) Council met and was charged and elected its leadership.
 - ii) UPCC has met briefly.
 - iii) He did advise them that there are topics that will be steered to them and to respond quickly.
 - iv) Senior Associate Provost for Academic Affairs Timothy Letzring updated them that there is a new curriculum system coming.
 - v) They are not hearing any proposals yet.
- h) Ad Hoc Campus Equity, Inclusion and Diversity Actions and Programs Committee – *Joseph Harrington*
 - i) Discussed in 9b
- i) Ad Hoc Internal Communications – *Joseph Harrington*
 - i) No update

11) Other Business

- a) Final Exams – Keith Koons noted that the final exams policy review deadline is coming up next week. He would like everyone to review and comment.
- b) Agenda for Senate will be sent out tomorrow due to the Steering Meeting being today, one week prior to the Senate meeting. UFF has requested to give the Campus Climate report. A senator mentioned the allegations from the former UFF president and wonders if this could be addressed. This could be asked and the president of the UFF could respond to the question.
- c) Get out the Vote – Chair Harrington suggested to provide Zoom backgrounds and slides to encourage voter registration.
- d) Library – Motion to have library give a report at November meeting, second, vote taken, motion passes

12) Meeting adjourns at 6:03 p.m.

Steering Assigned Topics for 2020-2021 Faculty Senate

Steering #	Committee Assignment	Topic	Description	Referred By	Status
1	UPCC 8-20-20	Course Syllabus Database	In a joint initiative with the Executive Branch, the UCF Student Body Senate passed a resolution in support of the university taking the steps necessary for the creation of a syllabus database.	Self 4-1-20	
2	UCRC 8-20-20	Student Cheating	Address the problem of the ease of students being able to cheat during online courses	Senate Meeting 4-16-20	
3	Personnel 8-20-20	Married Couples	Issues related to married couples barred from being PI and Co-PI or from being on a student's dissertation or thesis committee. See UCF Policy X.XXX and CGS policy Y.YYY.	Harrington 4-24-20	
4	Personnel 8-20-20	Anonymizing Supervisor Surveys	Addressing the problem of creating surveys they are truly anonymous	Filler 4-27-20	
5	Personnel 9-24-20	Prohibited Conduct Policy	Review of Prohibited Conduct Policy # 2-004.1 to include a requirement for follow-up	Terri Fine 5-4-20	
6	UPCC, combine w/15	Final Exams Policy	Review Final Exam policy for updates and revisions	Jana Jasinski	
7	Research 9-24-20	Scientific Conferences at UCF	The organization of Scientific (or otherwise Academic) Conferences and Meetings chaired by UCF faculty should be managed through the Office of Research, rather than Continuing Education.	Luca Argenti 8-24-20	
8	Budget 9-24-20	Accommodation J1 visiting scholars	UCF should consider reserving on-campus or near-campus accommodations for mid-term (one to six months) visiting scholars on J1 visas.	Luca Argenti 8-24-20	
9	Budget 9-24-20	Monitor Enterprise Resource Planning system upgrade	UCF is upgrading the PeopleSoft ERP. This \$50M, 2+ year project is being run by the CIO and CFO, and UCF IT will implement its integration into campus IT systems. Then, all affected units will implement their processes into the ERP. The functions it serves are mainly budgetary and administrative, with some future academic functions (course registration, etc.). Several committees may wish to	Joe Harrington 8-28-20	

			request presentations and give feedback, but one needs to update the Senate and Steering at each meeting, and recommend when presentations to Senate or Steering, or even Open Forums, are needed.		
10	Personnel 9-24-20	Required Digital Training for Faculty and Staff	A recurring problem with required UCF digital training is subjective questions (FERPA training), unrealistic quiz passing scores, no means to request feedback to know what was missed (FERPA Training), and erroneous scoring (ECCT).	Dennis Filler 9-22-20	
11	Personnel 9-24-20	UCF Policy 2-004.2 Prohibition of Discrimination, Harassment and Related Interpersonal Violence	The University of Central Florida is committed to maintaining a safe and non-discriminatory learning, living and working environment for all students, university and DSO employees and volunteers, registered student organizations, and third parties. Academic and professional excellence can exist only when each member of our community is assured an atmosphere of safety and mutual respect. All members of the university community are responsible for the maintenance of an environment in which people are free to learn and work without fear of discrimination, discriminatory harassment, or interpersonal violence. Discrimination diminishes individual dignity and impedes equal employment and educational opportunities.	Compliance 9-22-20	
12	Personnel 9-24-20	UCF Policy 2-012 Title IX Grievance Policy	On May 19, 2020, the U.S. Department of Education issued a Final Rule under Title IX of the Education Amendments of 1972 (Final Rule) that: <ul style="list-style-type: none"> • Defined the meaning of "sexual harassment" (including forms of sex-based violence) for the purposes of Title IX; • Addressed how the university must respond to reports of misconduct falling within that definition of Title IX sexual harassment; • Mandated a grievance process that the university must follow to comply with the law in these specific covered cases before issuing a disciplinary sanction against a person accused of Title IX sexual harassment; and, • Required implementation of the new regulations by August 14, 2020. 	Compliance 9-22-20	
13	Budget 9-24-20	UCF Policy 2-107.6 Signature Authority / Salary Supplement Policy	A valid delegation of authority from the president or other university official listed herein provides individuals with the authority to enter into contracts with external entities on behalf of the university and/or to approve salary supplemental payments. Individuals who enter into contracts without signature authority may subject their departments or units to fines and disciplinary action up to and including termination. Such individuals may also be personally liable under the contract.	Compliance 9-22-20	
14	Budget 9-24-20	UCF Policy 3-114 New Construction, Remodeling, and Renovation Projects	UCF buildings are constructed to have a lifespan of 50 to 100 years, and remodeling and renovation of university spaces are intended to maximize the usefulness, functionality, and longevity of the buildings and associated building systems. As such, new construction, remodeling, and renovation are considered commercial construction and are held to a higher standard than residential construction. Therefore, to reduce risk and safeguard the university, mandatory controls are required.	Compliance 9-22-20	

15	(UPCC, comb. W/ 6)	UCF Policy 4-400.3 Final Exams	A final examination or alternative end-of-term assessment should be given in each course that is taught. Regardless of the type of mechanism employed for final assessment, or the course modality, each faculty member must provide continuous instruction for the full length of the semester, including the final examination period.	Compliance	
16	Bylaws 9-24-20	Library representation on Graduate Council	Study the bylaws to see if they need to be amended to allow librarians to serve on the Graduate Council without being graduate faculty.	Steering 9-24-20	
2019-2020-4	Personnel Committee	Faculty administrative action	Consistent investigation and consequences for faculty administrative action regarding sexual harassment or other issues of misconduct.	Deans Meeting 5-31-19	
2019-2020-5	Personnel Committee	Faculty facing administrator and vice president reviews.	The Senate was heavily involved in the review of administrators and vice presidents pre-BOT during the 90's. Previously approved administrative review resolutions were approved and placed in the Faculty Handbook (1971-1972-3, 1978-1979-5, 1983-1984-5, 1991-1992-13). With the evolution of the BOT and Faculty Excellence, faculty need more involvement in the review process.	Self and Steering 5-29-19	
2019-2020-6	Commencements, Convocations and Recognition	Honorary Degrees	According to BOG regulation 3.004, each BOT shall establish policies and procedures for recommending candidates for honorary degrees. The Faculty Senate last suggested procedures in 1994-1995 http://facultysenate.ucf.edu/resolutions/1994_1995/index.asp#res8 . Previous resolutions include 1991-1992-7 Honorary Degree Criteria and 1972-1973 Guideline Recommendations for Awarding Honorary Degrees. A BOT regulation needs to be developed for the criteria and rescinding on the honor for approval by the BOT.	Self 5-14-19	Subcommittee formed for work in Fall 2020
2019-2020-7	Master Planning	Coordinate with Orange County to extend access to an eastern entrance to UCF to North Tanner Road.	The University experiences huge amounts of flow through traffic, particularly going to and from the Research Park. This flow through traffic contributes to the huge traffic backups on Orion and along Gemini as well as at Libra Dr and Gemini and long waits from 7 to 9:30 AM and 4 to 6 PM or later. The connection to North Tanner is NOT to be confused with any larger plans for another east/west route between route 50 and University. This is simply a limited route extension to North Tanner only. Plans and budgeting must be put in place to reroute traffic arising from the Research Park around the University to the east.	Proctor 4-19-19	
2019-2020-8	Master Planning	Plan and budget an east entrance from Percival Road.	The University has four west entrances, one south entrance, one north entrance, and no east entrance. Traffic arising or returning from the east of the University as well as the Research Park must circle around and come in through either the north or south entrance. The result is huge traffic backups on Orion and along Gemini as well as at Libra Dr and Gemini and long wait times occurring from 7 to 9:30 AM and 4 to 6 PM or later. Plans and budgeting must be put in place to enable traffic to enter the University from the east.	Proctor 4-19-19	

2019-2020-9	Ad Hoc Bylaws	Undergraduate Common Program Oversight Committee	Change bylaws to move committee from a Joint Committee to a subcommittee of the Undergraduate Council and change membership to include more constituents.	Steering 4-4-19	
2019-2020-10	Budget & Administrative	Library Funding	The University Library funding has been flat, as with other units. FY 18-19 resulted in \$200,000 less for acquisitions. Concerned that the Stars Digital Library is in jeopardy.	Steering 4-4-19	In Progress
2019-2020-11	Steering	Faculty Senate Budget	Obtain a budget from Academic Affairs to provide committees funding to conduct research or hire an outside firm.	Steering 4-4-19	
2019-2020-12	Personnel	Faculty Grievances	Grievances should be heard by a faculty panel instead of one administrator making the final decision. Obtain statistics on grievances from Contract Compliance & Administration Support on historical total number grievances by type, gender, etc. to identify a trend. Also research/benchmark other universities process.	Steering 4-4-19	
2019-2020-15	SPoI Task Force	Student Perception of Instruction (SPoI)	The surveys are prone to gender and minority bias and too much or too little emphasis is placed on SPoI for faculty evaluation.	Koons 3-27-19	Not addressed
2019-2020-18	Personnel	Out-of-unit Faculty Benefits	Resolution 2017-2018-12 was denied. Work with the Faculty and Staff Benefits Committee in upcoming year to address issue.	Personnel 3-6-19	
2019-2020-19	Personnel	Emeritus Resolution 2017-2018-13	Policy update proceeding, examine to see if points raised in resolution are addressed in the policy.	Personnel 3-6-19	
2019-2020-20	Chair Talk to Provost	UCF Policy 4-401.2 Make-up Assignments for Authorized University Events or Co-curricular Activities	Review and update the policy to include the undergraduate research showcase.	Steering 3-7-19	
2019-2020-21	Ad Hoc Bylaws	Joint Committee Membership	Review the rationale for membership on Joint Committees in relation to the total number of faculty in units, faculty workload, and relevance.	Steering 8-22-19	
2018-2019-1	Personnel	Faculty Excluded from Awards.	Faculty with minor administrative roles (out-of-unit) are now excluded from awards based on the Collective Bargaining Agreement. The impact on the faculty evaluation based on the inability to apply and be selected for an award. Response: Pegasus Award now includes out-of-unit.	Steering 4-5-18	Committee monitoring.

2018-2019-2	Personnel	Payment Structure for Awards.	Excellence and Pegasus Professor awards should be more prestigious than individual accomplishment awards such as TIP, RIA, and SoTL and the financial benefit should be more than a one-time payment.	Steering 4-5-18	Continuing Issues regarding TIP, RIA, SoTL, etc.
2018-2019-4	FCTL – reassign to Bookstore Advisory	Textbook Affordability.	Increase faculty involvement and additional training regarding textbook affordability through open educational resources (OER). Response: FCTL including materials in summer conference.	Steering 4-5-18	FCTL given a seat on campus-wide CDL & Library committee.
2018-2019-9	Postpone Indefinitely	GEP Assessment System.	The system to enter GEP Assessment results needs major improvement. GEP courses are being requested to be Gordon Rule eligible that can't. Note: Keisha Hoerrner, Melody Bowdon, OEAS, and other faculty are trying working to improve the assessment.	Steering 4-5-18	
2018-2019-10	Parking, Transportation, & Safety	Golf Cart Speed Limit.	Environmental Health & Safety appears to be setting a 15MPH speed limit for golf carts on pedestrian walkways. Should be slower to ensure pedestrians have time to be aware of a golf cart in order to avoid a collision. Response: Transitioning from EHS to Compliance & Ethics. A new UCF policy needs to be created regarding speed limits. Committee recommended 10mph on sidewalks.	Coffey 4-9-18	Committee Monitoring
2018-2019-12	Personnel	Faculty Salary Compression Study	Update to study for all faculty. Comment: Request both equity AND compression studies in upcoming year. Steering 4-4-19: Identify the annual pay raises around the State.	Self 8-8-18	Not addressed
2018-2019-14	Personnel	Faculty Retention	Colleges are struggling with faculty retention.	Dean meetings 8-8-18	Faculty Excellence is examining via COACHE response.
2018-2019-15	UPCC	Transfer Credit Evaluation Issues	No formal process or guidelines to evaluate transfer credit evaluation for out-of-state or courses at other institutions. Response: Draft documents complete. UPCC may vote on them in April. Changes to SACSCOC regulations & UCF's timeline for launching OCR software has made this more complex.	Hoerrner 8-8-18	In Progress – better suited for program coordinators, chairs/directors, or Assoc. Deans.
2017-2018-6	Budget & Administrative	Creative School Accessibility. (www.csc.sdes.ucf.edu/enrollment/)	The school has a waiting list of 200. The preference is for students to get slots first. The increase in faculty has resulted in an increased need for accessibility to the Creative School. The facility is at maximum capacity. Discussion: No new faculty hires were able to enroll and waiting list is longer. Is it possible to create a new school for faculty? Is it possible to develop the Creative School downtown as we build the campus?	Steering 4-6-17	Closed Resolution 2019-2020-14

2017-2018-7a	Information Technology – reassign to Parking, Transportation & Safety	Navigation/directions on campus.	Even though more signs have been installed, visitors need a way to navigate and determine where they are on campus and how to get to a location on their phone. Response: Based on information received (2-11-19 minutes), the issue should be re-assigned to the Parking committee.	Steering 8-7-17	Issue should be assigned to the PTS Committee.
2016-2017-35	Personnel to Steering	Committee chairs, reward and accountability for service (including service during the summer).	Modest number of faculty that do a very high amount of service (30-40%). They get credit for 10 – 15% assignment of service. Anything over that amount doesn't count. Give appropriate benefit or payment.	Harrington 8-11-16	Steering AD Hoc Committee 3-7-19
2017-2018-18	Postpone Indefinitely to monitor	University Master Planning Committee	Recommendations to increase the UMPC's involvement in short- and long-range planning.	University Master Planning Committee	Monitor

2017-2018-5	FCTL	Lack of Study Abroad policy. (UCF policy 2-902; CBA Article 8.8)	Need a policy that explains the expectations on number of students, salary, etc. Taking 30 students abroad for one faculty member is dangerous and impossible to manage. Faculty are told you must take a minimum of 25 students in order to be paid. The union complains that we are giving away SCH's and the students beg for the opportunity. Discussion: Don't think UCF Global has a policy. Need a resolution to get a policy created.	Steering 4-6-17	FCTL gave to Division of Teaching & Learning and UCF Global to handle task.
2017-2018-16	Personnel	Spousal Conflict of Interest Resolution; Resolution 2016-2017-13	Keep informed of progress the UCF Research Conflict of Interest committee is making on issue. Policy didn't resolve specific issues. Response: Current policy didn't resolve specific issues. UCF Research Col committee supposed to address. Issue may need input from Compliance & Ethics.	Personnel Committee	Keep Open – Other input to occur
2017-2018-28	Strategic Planning Council	Strategic Planning Council	The membership and duties of the Strategic Council Committee may be out-of-date with the Collective Impact Strategic Plan. What is the role of this advisory committee to the president?	Self 7-25-17	Pending