

MEMORANDUM

Date: September 20, 2018
TO: All Faculty Senate Members
FROM: William Self
Chair, Faculty Senate
SUBJECT: Faculty Senate Meeting on September 27, 2018

Meeting Date: Thursday, September 27, 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 August 30, 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 2017-2018-1 Faculty Senate Bylaw Change, Faculty Staff & Benefits Committee
 - Discussion on Resolution 2018-2019-3 Faculty Senate Bylaw Change - Committee Membership
 - Discussion on Resolution 2018-2019-4 Faculty Senate Bylaw Change – Senate Membership
 - Advanced Notification of Faculty Senate Bylaw Change allowing a 30-day review period prior to discussion and vote.
 - 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
August 30, 2018

William Self, chair, called the meeting to order at 4:06 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of April 19, 2018 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Keisha Hoerrner, Interim Assistant Vice Provost for Teaching and Learning and the College of Undergraduate Studies

Bahaa Saleh, Dean, College of Optics and Photonics

Crystal Saul, Associate Director, Presidential Events and Strategic Initiatives

Allison Hurtado, Assistant Director of Marketing and Communications, Faculty Excellence

Lyman Brodie, Associate Dean, College of Arts and Humanities

Carl Metzger, Chief, UCF Police Department

Amanda Sellers, Public Safety Communications Coordinator, UCF Communications

ANNOUNCEMENTS

Dr. Self welcomed Steven Collins, Heath Martin, and Barbara Sharanowski from the College of Sciences replacing Ann Miller, Yuanwei Qi, and Paul Danielson respectively.

The provost search committee is working hard to arrange campus visits and forums with the candidate finalists. More details will be forthcoming.

OLD BUSINESS

None.

REPORT OF THE PROVOST

Jana Jasinski reporting for interim provost Elizabeth Dooley.

Faculty Hiring

As of the first day of the Fall semester, UCF has 1903 full-time faculty. UCF welcomed 131 new faculty hired since November, and welcomed 120 at the recent new faculty orientation.

New Colleges and School

Two new colleges and an interdisciplinary inter-college school were formed as of July 2. The Nicholson School of Media and Communication is led by the founding director, Robert Littlefield. The College of Community Innovation and Education is led by founding dean Sissi Carroll, and the College of Health Professions and Sciences is led by interim dean Jeff Stout. A search is underway for the founding dean of the College of

Health Professions and Sciences with three finalists interviewed on campus over the past two weeks and the search committee finalizing comments to be sent to the provost.

Trevor Colbourn Hall

Trevor Colbourn Hall is officially open. The new building is a 3-story, \$38.6 million dollar project with 136,000 square feet of space comprised of 340 offices, 5 general purpose classrooms, 16 collaborative conference spaces, 18 study rooms, and 2 class labs.

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 A&P employee to enable input. This resolution is up for discussion only today and can be amended and voted on at the September meeting. No discussion.

Resolution 2018-2019-2 Guidelines for Centers and Institutes at the University of Central Florida

Resolution 2017-2018-11 approved by the Senate last year was not approved by administration with an objection to the added clause to retain any faculty that can't find a tenure home. Administration stated that reorganization is a management right that can't be waived, creates implications for management and bargaining, and could result in a one-person unit. Since all tenured and tenure-earning faculty in the centers and institutes have been moved within academic units, this clause is no longer necessary and is being brought forward without the added clause.

Motion and second to approve the resolution. No discussion.

Vote: All in favor; motion passes.

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

The resolution is on the agenda to provide 30-days to review prior to discussion at the September Senate meeting followed by possible amendment and vote at the October Senate meeting. The resolution is the result of a topic issue from last year. The resolution modifies the bylaws for every committee to elect a chair and vice chair at the first meeting. This provides a back-up for the chair in the event he/she is unable to attend a meeting.

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

The resolution is on the agenda to provide 30-days to review prior to discussion at the September Senate meeting followed by possible amendment and vote at the October Senate meeting. The resolution is the result of a topic issue from last year. An Ad Hoc committee was formed to discuss removing the eligibility exclusion to allow instructors and lecturers to be elected as faculty senators. The Faculty Senate Eligibility Comparison used in the research was distributed with the agenda. Dr. Self noted that in recent years, the Senate has had over 380 instructors and lecturers serving on Senate committees. A member expressed support for the change.

UCF Police Chief – Carl Metzger Presentation

Chief Metzger provided a brief biographical background to the senators. The Chief provided his vision for the UCF PD is to establish the agency as the most progressive, innovative, and professional university police department in the country. Established priorities for the agency include mental health and active shooter training.

Senate Committee Liaisons

Steering liaisons are established for each Senate committee to keep the Steering Committee informed and help with the flow of resolutions. The Steering liaisons are:

Budget and Administrative: Qian Hu

Information Technology: Joseph Harrington

Parking, Transportation and Safety: Kristine Shrauger

Personnel: Linda Walters

Graduate Council: Mathilda Van Niekerk

Undergraduate Council: Nina Orlovskaya

Senate Parliamentarian

Eric Merriam has been appointed as Parliamentarian for 2018-2019.

Topics for 2018-2019 Senate Committee Action

The topics brought forward for 2018-2019 have been assigned to Senate committees by the Steering Committee. The assigned topics were distributed with the agenda.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting adjourned at 4:25 p.m.

1 **Resolution 2018-2019-1 Faculty Senate Bylaw Change, Faculty**
2 **Staff & Benefits Committee Membership**

3
4 **Whereas**, the Faculty & Staff Benefits Committee makes recommendations on policies and programs
5 and other benefits and services provided faculty and staff; and
6

7 **Whereas**, the current membership includes a faculty member from each academic unit, seven USPS staff
8 members, and one retired faculty member and one retired staff member of the UCF Retirement
9 Association; and
10

11 **Whereas**, the Faculty & Staff Benefits Committee recommends modifying the committee membership
12 to include an A&P employee to enable their input to discussion and decisions; therefore
13

14 **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:
15

16 Faculty and Staff Benefits Committee

17 2. Membership

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

Approved by the Faculty Senate Steering Committee on April 5, 2018.

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.