



# Faculty Senate

## Faculty Senate

Minutes for meeting of Thursday, September 3, 2020, 4:00-6:00 pm

Meeting recording available at: <https://youtu.be/syabXQT39RQ>

1. Call to Order at 4:03 pm
2. Roll Call via Qualtrics
3. Approval of Minutes of August 5, 2020
  - a) Motion to approve minutes, second, motion carries
4. Recognition of Guests
  - a) Joe Adams, Academic Affairs
  - b) Theodora Berry, Undergraduate Studies
  - c) Kent Butler, Diversity and Inclusion
  - d) Alexander Cartwright, Office of the President
  - e) Robert Cassanello, United Faculty of Florida
  - f) Jayleen Cerda
  - g) Lucretia Cooney, Faculty Excellence
  - h) Christine Dellert, Office of the President
  - i) Maribeth Ehasz, Student Development and Enrollment Services
  - j) Adrienne Frame, SDES
  - k) Deborah German, College of Medicine
  - l) Michael Gilmer, SDES
  - m) Sheila Gutierrez de Pineres, Honors College
  - n) Elizabeth Hamilton, Administrative Affairs
  - o) Allison Hurtado, Faculty Excellence
  - p) Jana Jasinski, Faculty Excellence
  - q) Michael Johnson, Office of the Provost
  - r) Carly McCarthy, Communications and Marketing
  - s) Michael Sink, UCF IT
  - t) Youcheng Wang, Rosen College of Hospitality Management
5. Announcements – *Joseph Harrington*
6. Report of the Senate Chair – *Joseph Harrington*
  - a) Chair Harrington met with Dr. German from the College of Medicine and they had a good conversation.
  - b) Faculty Senate is responsible in some degree for teaching. As the academic year started, there were some issue with audibility in lecture halls during Zoom meetings; however, despite the overall, it was as good a start as we could hope for.

- c) Update on Dr. Negy investigation – Institutional Equity is handling investigation to have a degree of independence from university leadership. It was noted that certain people like police officers can be fired for what they say off the job even though they are government employees protected by the constitution just as we are. Their private behavior can indicate they might not have the proper attitude to be a police officer. As police and professors are both government employees covered by constitutional protection of free speech, we may need to consider where the rights of free speech and academic freedom intersect a student’s legal right to nondiscriminatory requirement.
- d) The Faculty Senate has made several appointments to search committees.

## 7. Report of the President – *Alexander Cartwright*

- a) The president welcomed the faculty to the first Faculty Senate meeting of the fall semester. He thanked the faculty for their hard work over the summer to prepare for new challenges this fall. He noted that they are treating students with compassion and flexibility.
- b) Faculty have managed to have a big year for research. Over \$400,000,000 has been awarded and it’s what makes us a remarkable institution.
- c) COVID update on campus – About 78% of our classes are online. About 28% of students have at least one face-to-face class. About 2900 students are in face-to-face classes daily. 6100 students have moved in and are living in on-campus housing. Less than half of them are taking a face-to-face class. They want to be on campus around each other and faculty. He thanked Assistant Professor Adan Vela and his team for helping plan the move in process. It was so smooth that they may use again in the future. 13 isolation rooms are currently in use.
- d) Dashboard - We are posting weekly updates to our [case dashboard](#). We have intentionally taken a very broad approach in our reporting, encouraging self-reporting even for those not on campus, while following the guidance of the Florida Department of Health. We plan to make rapid testing available to the UCF community in the coming weeks. I will share more about this soon, but our goal is to test both random and targeted groups to detect possible outbreaks on campus or identify emerging trends in positivity rates. As we explore additional avenues to increase testing, testing will continue to be available by appointment in Garage A with Aventus Biolabs, and all faculty, staff and students can request a test by calling UCF’s COVID Line, [407-823-2509](tel:407-823-2509). Our team of student contact tracers is working with the Florida Department of Health in Orange County to expand contact tracing and follow up on cases involving students and non-students in the ZIP codes near UCF. This will help us identify persons who are positive and who may have interactions with members of our university community, and this approach will create an enhanced protection for our community. We have shared the [campus and community trigger points](#) for the university’s decision-making about possible additional on-campus restrictions and increased or full remote learning and working.
- e) Athletics – When student athletes come back they are tested and have a full physical. Once clear, they will start practice and be tested weekly. Football players will be tested more often. We are working with the conference for procedures.

- f) Faculty, student and staff behavior – It's about personal responsibility. Violations have been coming primarily from students. Integrity line continues to be the main way to report. New student behavior expectations policy has been released with consequences. We will be launching a wellness ambassadors program to encourage people to do the COVID self-checker and follow policy. We will continue to monitor data that would cause campus to go online only.
- g) Enrollment – We were worried about the fall semester initially but were pleasantly surprised that enrollment was up for FTIC. Also saw an increase in retention rates for the first time ever, which has gone over 92%. We feel we need to right size our student to faculty ratio. Data will be analyzed this year to start conversations to rectify. Many institutions are down. He feels communication is reason our numbers are so good.
- h) He would like to start thinking about the future. He believes this could be the best metropolitan research university in the world. We need to be strategic about what we're doing with our investments.
- i) Diversity and inclusion plan – We are in a national search for VP of Diversity. Student body will be involved through Student Advisory Council. We are having meetings with colleges' and units' faculty to hear thoughts about enrollment, diversity and students.
- j) A senator said that she has some students staying on campus and that the dorm was at 90% capacity and about the doubles staying in rooms. The president said that the majority of dorms are at 84% capacity and that they worked with medical personnel when approving doubles. Maribeth Ehasz asked the senator to have the student contact her with any concerns.
- k) Another senator asked about the faculty to student ratio. He wanted to know whether there will be more faculty hired this year. The president stated that they are currently looking at the budget but would like to move forward with hiring. He agrees that we need to prioritize hiring more faculty. He said there may be more clarity after November.
- l) A senator asked about enrollment. The president said they are going to begin be creating a strategic enrollment plan. He would like to have conversations with individual units about how they would like to grow or not grow.

## 8. Report of the Provost – *Michael Johnson*

- a) He thanked the faculty for the hard work to prepare for the fall semester.
- b) Enrollment – based on national surveys they decided to admit more students because they were concerned about enrollment being down this fall. He has asked the deans to look into classes that grew unexpectedly. It looks like most departments have processes to shift help from one class to another.
- c) Remote Teaching - The deans were concerned about faculty that wanted to shift to remote teaching. Out of 65 requests, he approved 55 of them. Last week he sent a message to faculty of what to do if a student falls ill in class. Jana Jasinski is getting information from Student Health and notifying the faculty members. It would be unusual to have to move a class to remote. If needed, faculty will receive direction from Student Health.
- d) Study Abroad – Due to the pandemic, it was not appropriate to hire at this time.
- e) International education – We need to build toward a larger population for study abroad opportunities.

- f) Campus climate survey – We created online conversations with different groups of people. Students really want faculty to engage with their organizations and events. We will try to make the information available to faculty so they can become involved. Faculty Senate has indicated they are very concerned about systemic racism. We have received requests for support for the scholar strike next week. We would like to see faculty with expertise to help develop long-term solutions and opportunities for growth. He challenged the faculty to help.
- g) He also encouraged everyone to speak up if they see noncompliance. He noted that masks and physical distancing are required, not a choice. We will see over the next few weeks how the compliance or noncompliance will affect the pandemic numbers. They will begin planning for spring soon.
- h) A senator noted that she is delighted and surprised that research numbers are so high. Prior to COVID there were some conflicts between researchers and management which have caused issues. She would like to know what steps are being taken to address the disconnect between admins and faculty. The provost noted that there is a need for good support. Dr. Klonoff brought a new research suite to campus, as well as a new one for grant management.
- i) Another senator is concerned whether faculty lines will be taken due to the hiring freeze. The provost said that it depends on whether we're able to take action based on the budget.

## 9. COVID Committee Reports

- a) Ad Hoc Budget and Labor Crisis Response – *Reid Oetjen*
  - i) The committee has met twice since last meeting. They established a small subcommittee to consider what happens if a faculty member has to go out due to illness for several weeks. He said there was one incident of a faculty member with a challenge in the classroom. They are working with Jana Jasinski and Don Merritt to be sure faculty have access to equipment. One faculty member took their mask off. Faculty are buying equipment to work from home and they are working on a solution so that faculty do not need to use their own money and get reimbursed.
  - ii) Upcoming initiatives – They will be researching whether hybrid flex models in teaching should be recorded. They will be discussing the spring semester as they would like to give faculty and students as much heads up as possible.
  - iii) SAT and ACT test scores – Students may have trouble accessing next year.
  - iv) Research mission of university will be discussed in their next meeting, as well as a work issues regarding increased workload and how it impacts instruction.
- b) Ad Hoc Health and Safety Crisis Response – *Stephen King*
  - i) The committee met twice focusing on COVID 19. They have been able to work together with the administration and have seen their initiatives being moved forward.
  - ii) They have been studying the Dashboard trying to understand it and how it is updated.
  - iii) They also discussed targeted screening and they want to make sure they are targeting certain groups.
  - iv) UCF Mobile app – It was noted that not very many students are using the app and there needs be better ways of encouraging the students to use the app.



# Faculty Senate

## 10. New Business

- a) Senator Onboarding
  - i) Chair Harrington reviewed the New Senators Orientation presentation (attached)

## 11. Old Business

- a) COVID-19 on Campus Status
  - i) No discussion
- b) Resolution 2020-2021-1 Faculty Senate Bylaw Change – Resolutions
  - i) Review of history for this bylaw change
  - ii) Motion to amend “veto” to say “veto or denial” by the president where it appears, second, vote taken, motion passes
  - iii) Vote taken, resolution passes
- c) Resolution 2020-2021-2 Faculty Senate Bylaw Change – Undergraduate Common Program Oversight Committee
  - i) Review of bylaw change
  - ii) A senator asked for clarification on why foreign language proficiency has been deleted. The reason given was because if GEP is named, then it doesn’t have to name a specific portion of it.
  - iii) Motion to approve, vote taken, resolution passes
- d) Resolution 2020-2021-3 Faculty Senate Bylaw Change – Faculty Center for Teaching and Learning Advisory Committee Duties
  - i) Review of bylaw change
  - ii) Motion to approve, vote taken, resolution passes
- e) Resolution 2020-2021-4 Faculty Senate Bylaw Change – Student Committee Term on Graduate Council Committees
  - i) Review of bylaw change
  - ii) Motion to approve, vote taken, resolution passes

12. Motion to suspend committee reports for this meeting, second, vote taken, motion passes

## 13. Committee Reports

- a) Budget and Administrative Committee – *Steven Collins*
- b) Information Technology Committee – *James Gallo*
- c) Parking, Transportation and Safety Committee – *Adam Wells*
- d) Personnel Committee – *Stephen King*
- e) Research Council – *Victoria Loerzel*
- f) Graduate Council – *Jim Moharam*
- g) Undergraduate Council – *William Self*
- h) Ad Hoc Campus Equity, Inclusion and Diversity Actions and Programs – *Joseph Harrington*
- i) Ad Hoc Internal Communications – *Joseph Harrington*

14. Campus Climate Report – *Robert Cassanello, United Faculty of Florida*

- a) He thanked the senators for their service. He would like to have conversations about whether there are things they are trying to do in parallel that could be done in collaboration. He has created a senate liaison committee to be populated by those that are both senators and on the union council. On Wednesday, September 16<sup>th</sup> they will be negotiating Article 21 regarding faculty salaries. Anyone interested must request a zoom link to attend.
- b) Chair Harrington encouraged faculty to attend bargaining sessions.

15. Motion to bring back Academic Calendar Report, second, vote taken, motion passes.

16. Academic Calendar Committee – Robin Back

- a) Dr. Back thanked Delaine Priest and Bryan Boyd for their leadership. He noted that the committee approves the calendar three years out and have approved 2022-2023 academic calendar and it will now be moved forward.
- b) Downtown campus calendar dates have been a confusion for students. They have been meeting with Valencia College and will align with UCF calendar beginning with 2022-2023. Public schools in Orange, Seminole and Osceola Counties will most likely align their dates with UCF/Valencia College spring break as well – week of March 13, 2023.
- c) Requested Registrar's office to add 2021-2022 website with tag line pending BOG approval.

17. Other Business

- a) Chair Harrington announced that past Senate Chair Bill Self has been elected as chair of Advisory Council of Faculty Senates and is now also a member of the Board of Governors. He is pleased that the senate will have a voice in these leadership bodies.

18. Adjourned at 6:01 pm

1                   **Resolution 2020-2021-1 Faculty Senate Bylaw Change - Resolutions**

2  
3   **Whereas**, when the Faculty Constitution was separated into two separate documents, Faculty  
4 Constitution and Bylaws, language regarding the process of adopting Senate resolutions was  
5 inadvertently left out of the Bylaws; and

6  
7   **Whereas**, Resolution 2016-2017-17 restored the majority of the resolution language except for  
8 the right to a final appeal to the Board of Trustees; and

9  
10   **Whereas**, the president of the university is accountable to the Board of Trustees in the  
11 operation of the university; therefore

12  
13   **BE IT RESOLVED** that the Bylaws of the Faculty Constitution be amended as follows:

14  
15   **Bylaws, Section IV. Meetings of the Senate**

16  
17   I. Resolutions

18   As the elected body of the general faculty, the Faculty Senate may formulate its opinion upon  
19 any subject of interest to the university and adopt appropriate resolutions. Resolutions  
20 addressing those areas of authority legally reserved to the president and Board of Trustees are  
21 advisory. Each resolution adopted by the Faculty Senate is forwarded to the provost and vice  
22 president for Academic Affairs who shall act upon the recommendation within 60 days.

23  
24   The provost and vice president for Academic Affairs shall have veto power over any resolution  
25 by the Senate. The veto or denial with rationale shall be communicated in writing to the Faculty  
26 Senate and the chair of the Faculty Senate.

27  
28   The Senate, by a two-thirds majority vote, may appeal to the president any resolution vetoed. ~~A~~  
29 ~~decision by the president is final.~~ A subsequent veto or denial by the president shall be  
30 communicated in writing to the Faculty Senate and to the chair of the Faculty Senate within 60  
31 days.

32  
33   The Senate, by a two-thirds majority vote, may appeal to the Board of Trustees any action so  
34 vetoed. A decision by the Board of Trustees is final.

35   *Approved by the Steering Committee on June 25, 2020*

36   *Approved by the Faculty Senate on September 3, 2020*

1           **Resolution 2020-2021-2 Faculty Senate Bylaw Change – Undergraduate**  
2   **Common Program Oversight Committee**

3   **Whereas**, the Undergraduate Common Program Oversight Committee members voted to modify  
4 the duties of the committee to represent the work of the committee better; therefore

5   **BE IT RESOLVED** that the name and duties specified in the Bylaws for the Undergraduate  
6 Common Program Oversight Committee be amended as follows with automatic updates to the  
7 committee description in the Faculty Constitution:

8   General Undergraduate ~~Common Program Oversight Requirements~~ Committee

9           1. Duties and Responsibilities.

- 10           a. To monitor university-wide undergraduate curriculum requirements such as the  
11           General Education Program, diversity, Gordon Rule, ~~civic literacy foreign~~  
12           ~~language proficiency~~, and to review any changes, additions, or deletions to those  
13           curriculum requirements.  
14           b. To review, monitor, and make recommendations to the dean of the College of  
15           Undergraduate Studies on courses and syllabi submitted to fulfill the university  
16           diversity requirement to meet the established definition of diversity.  
17           c. To make recommendations to the Undergraduate Policy and Curriculum  
18           Committee on changes to the General Education Program, diversity, Gordon  
19           Rule, civic literacy, and other state-mandated requirements.  
20           d. To make recommendations to the Undergraduate Course Review Committee  
21           regarding course proposals related to the General Education Program, diversity,  
22           Gordon Rule, civic literacy, and other state-mandated requirements.

23   *Approved by the Undergraduate Common Program Oversight Committee on February 13, 2020.*

24   *Approved by Steering Committee on June 25, 2020*

25   *Approved by Faculty Senate on September 3, 2020*



1       **Resolution 2020-2021-3 Faculty Senate Bylaw Change – Faculty Center for**  
2                   **Teaching and Learning Advisory Committee Duties**

3       **Whereas**, the Faculty Center for Teaching and Learning recommends the duties of the  
4       committee be modified to represent the work of the committee better; therefore

5       **BE IT RESOLVED** that the name and duties specified in the Bylaws for the Faculty Center for  
6       Teaching and Learning Advisory Committee be amended as follows with automatic updates to  
7       the committee description in the Faculty Constitution:

8       **Faculty Center for Teaching and Learning Advisory Committee**

9       1. Duties and Responsibilities.

10       To advise the director of the Faculty Center for Teaching and Learning on matters related to  
11       the following:

12       a. Supporting and developing faculty professional development in areas of teaching,  
13       learning and the scholarship of teaching for all faculty, including full-time, adjunct and  
14       graduate teaching assistants.

15       ~~b. Overseeing and administering professional teaching development activities.~~

16       c. Coordinating the nomination, review and selection of faculty fellowships and other  
17       awards for ~~creative teaching and the innovative use of technology in~~ teaching and  
18       learning.

19       d. ~~Administering and~~ Reviewing an annual assessment of the Faculty Center for Teaching  
20       and Learning activities.

21       e. Considering and recommending to the Faculty Senate and administration regarding the  
22       needs and activities of the Faculty Center for Teaching and Learning.

23       *Approved by Steering Committee on June 25, 2020*

24       *Approved by Faculty Senate on September 3, 2020*

1     **Resolution 2020-2021-4 Faculty Senate Bylaw Change – Student Committee**  
2                     **Term on Graduate Council Committees**

3     **Whereas**, the Graduate Appeals, Graduate Curriculum, and Graduate Policy committees specify  
4     that the graduate student representative will be appointed by the chair of the Graduate Council  
5     based on recommendations made by the President of the Graduate Student Association; and

6     **Whereas**, the graduate student is required to serve a three-year term; and

7     **Whereas**, it is impossible to know how long a graduate student will remain at UCF beyond the  
8     current year; therefore

9     **BE IT RESOLVED** that the Bylaws for the Graduate Appeals, Graduate Curriculum, and  
10    Graduate Policy committees be modified as follows:

11    **Graduate Appeals, Graduate Curriculum, and Graduate Policy Membership**

12    Terms of service shall be three years, staggered, with the exception of the student member, who shall  
13    serve for one year.

14    *Approved by the Steering Committee on June 25, 2020*

15    *Approved by the Faculty Senate on September 3, 2020*