

# University Constitution and Regulations Committee (UCRC) Minutes

20 February 2023

10:00 a.m.

<https://ufl.zoom.us/j/97912747255?pwd=Z1BEVGZ2TTlyRUh3RmhTZzJIR3V1dz09>

Meeting ID: 979 1274 7255 Passcode: 415356 Dial in: +1 646 558 8656

**Present:** Charlene Luke, Alyson Adams, Laurie Bialosky, Danaya Wright, Chris Hass, Taylor Rose, Ashley Ghiaseddin, Amanda Phalin, and Katie Vogel Anderson.

1. **Call to Order** – Charlene Luke, UCRC Chair  
- The meeting was called to order by Charlene Luke, UCRC Chair at 10:01am
2. **Approval of 09 January 2023 Minutes**  
- The minutes were approved.
3. **Electronic Voting Verbiage Update** – Amanda Phalin, Faculty Senate Chair  
Info item in March, action in April.  
-Purpose of change to allow for hybrid meetings and secure e-voting. See attached appendix for all recommended changes.

#### 4 (F) Senate Organization and Procedures: Chair Elect and Nomination Procedures

... Senators will be notified of the list of the final nominees, and the election by means of a written ballot will be held at the last meeting of the Faculty Senate for the academic year. ...

Change to:

... Senators will be notified of the list of the final nominees, and the election by means of a written and/or secure electronic ballot will be held at the last meeting of the Faculty Senate for the academic year. ...

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#### 4 (G) Senate Organization and Procedure: Senate Meeting Procedures

##### (1) Meetings

The current text has clauses (a) and (b) here, but we suggest just *adding* this clause:

##### 4(G)(c)

(c) Meetings of the Senate may be conducted in a hybrid format combining a meeting in person with those attending and participating remotely via secure electronic means.

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#### 4 (G) Senate Organization and Procedure: Senate Meeting Procedures

##### (2) Conduct of Senate Business

(b) Decisions in the Senate shall be taken by majority vote of the members present and voting, except as provided in the Constitution and Bylaws.

Change (b) to:

Decisions in the Senate shall be taken by majority vote of the members present (virtually or in person), except as provided in the Constitution and Bylaws.

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#### 4 (G) Senate Organization and Procedure: Senate Meeting Procedures

##### (3) Voting in the Senate

(a) Except in elections, voting in the Senate shall ordinarily be by voice; but, at the discretion of the presiding officer or upon the request of any member, a vote shall be taken by show of hands; or at the request of 20 members a vote shall be taken by signed written ballot.

Change (a) to:

(a) Except in elections, voting in the Senate shall ordinarily be by a show of hands (including analogous signals from those virtually present when their identities as senators have been verified); but, at the discretion of the presiding officer or upon the request of 20 members a vote shall be taken by means of a signed written ballot and/or secure electronic ballot.

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#### 4 (G) Senate Organization and Procedure: Senate Meeting Procedures

##### (4) Quorum

A quorum for any meeting of the Senate shall consist of those elected members who are present. In order to facilitate voting, members should sit in seats designated for members by the Senate Steering Committee.

Change to:

A quorum for any meeting of the Senate shall consist of those elected members who are present (virtually and in person). To facilitate voting, members present in person should sit in seats designated for members by the Senate Steering Committee.

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#### 15 Privileges of Non-members at Meetings of the Faculty Senate

Any member of the faculty shall have the right to attend meetings of the Senate, but shall not be entitled to a vote or to have the floor unless reporting at the request of the Senate. Members of committees elected by the Senate, but who are not members thereof, may have the privilege of the floor but shall not vote.

Change to:

Any member of the faculty shall have the right to attend meetings of the Senate **in person**, but shall not be entitled to a vote or to have the floor unless reporting at the request of the Senate. Members of committees elected by the Senate, but who are not members thereof, may have the privilege of the floor but shall not vote. Virtual attendance and participation is for voting members.

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Need a parallel Standard Operating Procedure or best practices for how the hybrid meetings will be run: Some discussion on what constitutes active engagement for off site participants; issues related to tech glitches for off site participants and voting; communication means for off site participants.

**Motion to approve (Ashley) and seconded (Danaya). Approved.**

4. [Professional Curriculum Committee \(PCC\)](#) language update in [Faculty Senate Bylaw 20 \(A\)\(3\)\(d\)](#):  
(3) Committee Reports

.... (d) The Graduate Council, **the Professional Curriculum Committee**, and the University Curriculum Committee shall be required to report to the Senate when either is considering creating a new degree program or abolishing an old one.

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**This was tabled because the language about reporting when “considering” is not consistent with current practice. Senate should only see it after it’s gone through UCC, PCC, GCC. Charlene to draft changes about the larger process and regulations.**

5. **Discussion of future agenda item:** there has been some reaction to removal of some language from one of the lighted regulations from last meeting (Academic Program Termination) related to termination of programs and impact on women and minorities. Danaya to track down original language and where the deletion came from.

6. **Adjournment**

- The meeting adjourned at 10:45 a.m.

*Minutes Submitted by UCRC Member Alyson Adams.*

**Resources:** [Constitution of the University of Florida](#)   [UF Senate Bylaws](#)   [UCRC Operating Procedures](#)