

# University Constitution and Regulations Committee (UCRC) Minutes

12 October 2022

10:00 a.m.

Via Zoom: <https://ufl.zoom.us/j/98876930224?pwd=Wk9KK3A3cVFpeUIQNIQ1aHUxVTBwQT09>

Meeting ID: 988 7693 0224 Passcode: 369268 Dial in: +1 646 558 8656

**Present:** Charlene Luke, Danaya Wright, Gene Witmer, Chris Hass, Taylor Rose, Laurie Bialosky, Amanda Phalin, Alyson Adams

1. **Call to Order** – Charlene Luke, UCRC Chair. The meeting was called to order at 10:02
  2. **Approval of 09 September 2022 Minutes** - Minutes were approved.
  3. **Sub-committee to establish electronic Faculty Senate voting Update** – Alyson Adams & Gene Witmer, UCRC Members
    - Amanda Phalin clarified several items: 1) Senate input so far has been support for hybrid meetings; 2) that all voting (whether in person or virtually) will be done by secure electronic voting, so that cleared up some confusion in how voting would go via video conference. 3) The meeting does need to be open to the public, virtual and/or in person.
    - Chris Hass shared that Tenure & Promotion use secure UF voting <http://tss.it.ufl.edu/uf-voting> but that whatever voting system is used, we need to ensure one person present=one vote.
    - Laurie added that an SOP (standard operating procedure) should be created for senators on these new processes for hybrid meetings and for voting, and that the by-laws can be more general. There was some discussion about what to do in case of technology failure, and that could be addressed in the SOP. Charlene added that the SOP may also be able to clarify what being “present” means in a virtual setting.
    - Subcommittee determined that the constitution does not need to be amended, only the By-laws. Amanda Phalin will take the next step of editing the draft again and will send it back to us for discussion.
  4. **University of Florida Constitution Article IV Section 3(A)**  
Amendment of **Advisory Council of Faculty Senates (ACFS) UF voting membership** – Danaya Wright, UCRC Member & Faculty Senate Chair-elect
    - Recommendation to move voting member on ACFS to past chair, not chair elect.
    - Proposed language below with insertions and deletions
2. **Chair Elect. The duties and functions of the Chair Elect are:**
- a. to act as Chair in the event the Chair is absent or otherwise unable to act;
  - b. to serve on the Senate Steering Committee;

- c. ~~to serve as a full voting member of the Advisory Council of Faculty Senates;~~ and
- d. to perform such other duties as may be directed by the Senate.

3. Past Chair. The duties and functions of the Past Chair are:

- a. to act as Chair in the event both the Chair and Chair Elect are absent or otherwise unable to act;
- b. to serve on the Senate Steering Committee;
- c. ~~to serve as a full voting member of the Advisory Council of Faculty Senates;~~ and
- c. to perform such other duties as may be directed by the Senate.

- Vote: Motion passed

5. University of Florida Constitution Article V Section 2(A)

Amendment to update **Faculty Senate Steering Committee make-up** to include a General Counsel's Office Administrative Liaison – Danaya Wright, UCRC Member & Faculty Senate Chair-elect

- Article V – add non-voting, ex-officio. rep from general counsel to steering; This does not change the total number of steering members in the constitution (11)
- Consider also doing same for UCRC as non-voting, ex-officio since having general counsel is very helpful. However, there are other committees that have general counsel liaisons. Will each of those committees also want language changes as well?
- We had a conversation about committee liaisons already being covered in the constitution: Appointments of Administrative Liaisons; University Constitution, Article V, Section 7(C) (p.21).
- **Decision:** hold vote on this part to examine Article V language to see if it is adequate.

6. Proposed amendment to another part of this same Article:

- Conversation about how alternate member of ACFS is not currently selected each year. Consider change from shall to “may” select. Language below.

The Steering Committee shall determine the agenda for each meeting of the Senate. It shall provide for reporting to the Senate by administrative officers, by the chair(s) of councils and committees, and by individuals. It coordinates, reviews, and refers actions and proposals from Senate and Joint Committees and from the Administration. The Steering Committee also refers matters to the Senate Policy Councils and accepts reports and recommendations from the Senate Policy Councils and committees for Senate action. Where appropriate, the Steering Committee can direct a matter to the combined attention of two or more Senate Policy Councils. It ~~shall~~ may select an alternate member of the Advisory Council of Faculty Senates from among its members, excluding the Chair, Chair Elect, and Past Chair of the Senate. The Senate Steering Committee shall be responsible for establishing the procedure for voting.

- Vote: Motion passed.

7. **Lighting of UF BOT Regulations** – Taylor Rose, Sr. Counsel & Faculty Senate Steering Committee Liaison

- a. Reminder – our role is to light them, not suggest edits. These are often based on BOG and legislation. CDO and representatives have reviewed language, but we don't have much control. Discussion resulted in the following lighting for the proposed new, amended, and repealed regulations:

**New Regulations:**

- b. **1.005 Prohibition of Discrimination in University Training or Instruction - RED** (and note to take a look at investigative process)

- c. **1.202 University Bonus Plans – RED** (note that relevant BOG regulation is: <https://www.flbog.edu/wp-content/uploads/2021/08/Regulation-9.015-University-Bonus-Plans-1.pdf> ) - ask HR person to be present to answer questions.
- d. **1.600 Educational Research Centers for Child Development – YELLOW -**

**Amendments:**

- e. **7.049 Textbook and Instructional Materials Affordability and Transparency - RED**

**Repeals:**

- f. **2.0031 Identification Card Program** – move to policy – (NOTE: some concern about what policy, and where housed? Are policies given comment period/feedback/input? Suggestions that Adhoc shared governance committee take a look at this) – **GREEN**
- g. **6.015 Outside Activity Guidelines (IFAS)– YELLOW** (definitely important to IFAS)

**Future Topics: Review of UCRC 2022-2023 AY agenda items**

- Review proposed language for the **establishment of a new Faculty Senate ‘Legislative and Government Affairs Committee’ or the addition/amendment to the mission of one of the existing 14 Faculty Senate Committees/Councils.** (Faculty Senate Chair Amanda Phalin)

**8. Adjournment 11:15am**

**Minutes submitted by Alyson Adams**

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