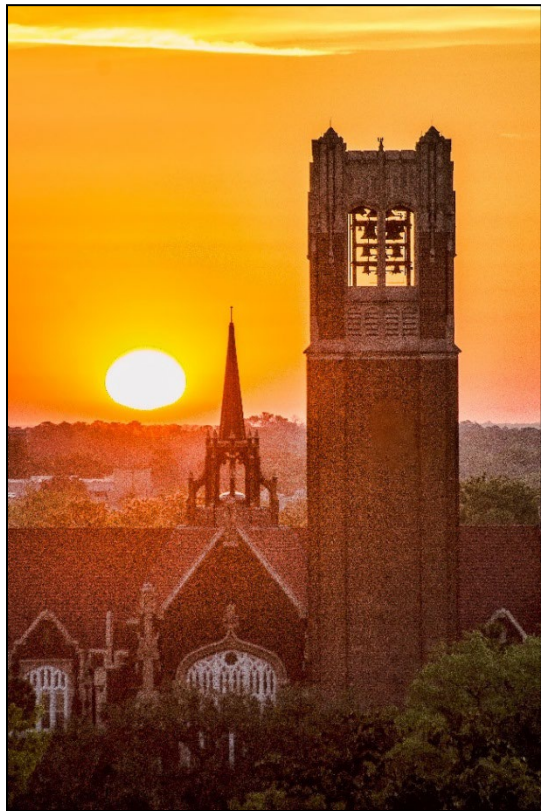




## UF FACULTY SENATE ORIENTATION – AUGUST 25, 2022

President Kent Fuchs

## FACULTY SENATE AND SHARED GOVERNANCE



Presenter:

Amanda Phalin, Ph.D.

Chair, UF Faculty Senate

Member, UF Board of Trustees

The organization and operation of the Faculty Senate is specified in the [UF Constitution](#) and [Bylaws](#)

The University of Florida has over 5,500 faculty members with distinguished records in teaching, research and service...

*We're pleased to have you join us!*

# FACULTY TITLES

- Eminent Scholar
- Graduate Research Professor
- Distinguished Service Professor, Distinguished Research Curator
- Distinguished Professor
- Professor, Associate Professor, or Assistant Professor
- Curator, Associate Curator, or Assistant Curator
- Research Scientist, Associate Research Scientist, or Assistant Research Scientist
- Scholar, Associate Scholar, or Assistant Scholar
- Engineer, Associate Engineer, or Assistant Engineer
- Extension Scientist, Associate Extension Scientist, or Assistant Extension Scientist
- University Librarian, Associate University Librarian, or Assistant University Librarian
- Master Lecturer, Senior Lecturer, or Lecturer
- PKY University Developmental Research School Professor, PKY Associate Professor, PKY Assistant Professor, or PKY Instructor
- County Extension Agent IV, County Extension Agent III, County Extension Agent II, County Extension Agent I
- Any of the above titles modified only by Clinical, Research, Extension, or Of Practice



# FACULTY ROLES

Faculty members play a central role in shared governance at UF, in units at every level:

- University
- College
- Departments and Centers
- Statewide



## FIVE PRINCIPLES OF SHARED GOVERNANCE

### 1. Mutuality, Collegiality and Collaboration

Faculty and administration express support for responsibilities of one another

Either faculty or administration can call meetings of unit

Unit has a joint process for setting priorities for unit resources

### 2. Transparency

Faculty and administration regularly report to one another

Unit has processes that establish open meeting requirements

Unit has readily available written guidelines & policies

## FIVE PRINCIPLES OF SHARED GOVERNANCE

### 3. Representative Participation

- Faculty elect members and/or chairs for faculty committees

- The unit has an elected body with elected leadership that represents faculty views

### 4. Mutual Accountability

- Unit engages in regular evaluation of timeliness of responses to requests for information and consultation

- Unit regularly assesses effectiveness of shared governance and makes modifications where necessary

### 5. Clarity of Roles

- Unit has policy for areas of faculty and administration responsibilities for determination, recommendation, and consultation

- Unit has due process rules for resolution of differences between faculty and administrators



## INDICATORS OF SHARED GOVERNANCE

- Board of Trustees and President verbally acknowledge the importance of shared governance
- Faculty members can express dissenting views on governance without reprisal
- Campus climate supports a diversity of ideas
- Relationships between faculty, administrators, and governing board are cooperative
- Given reasonable time, the faculty, administrators, and board respond expeditiously to requests from each other

## INDICATORS OF SHARED GOVERNANCE

- Faculty committees determine educational policy, curriculum design, curriculum review, and standards for evaluating teaching and scholarship
- Faculty committees largely determine standards for hiring, retention and promotion of faculty
- Faculty sets agendas, chooses representatives and leadership, and establishes procedures for committees that oversee those areas in which the faculty has primacy
- Faculty has an influential role in developing the institutional budget

# FACULTY SENATE



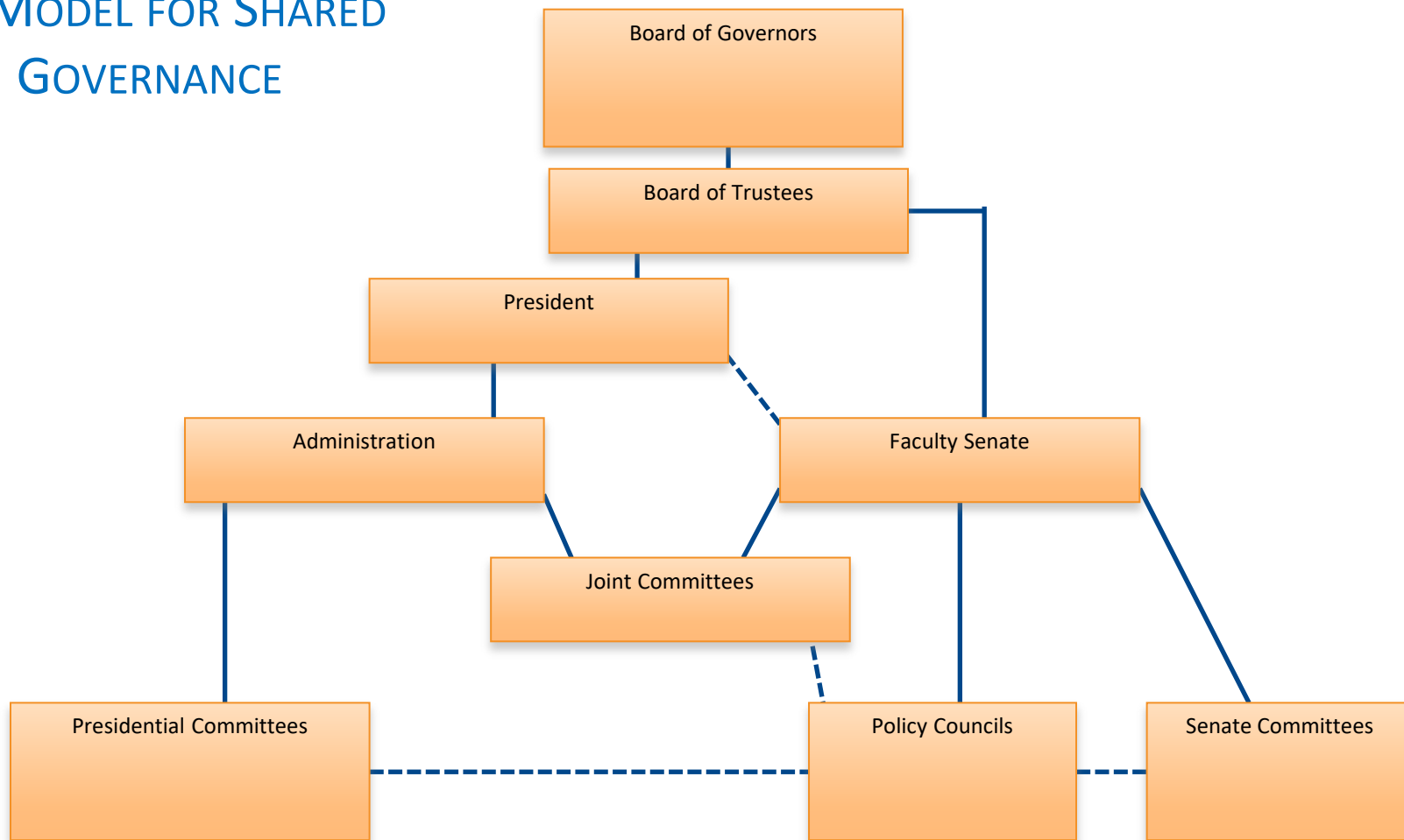
- The Faculty Senate shall be the legislative body of the University, thereby providing a forum for mutual exchange of ideas between senior officers and faculty
- In this capacity, the Senate shall take cognizance of, and may legislate with respect to matters which concern more than one college, school, or other major academic unit, or which are otherwise of general university interest

# SENATE MEMBERSHIP AND PRINCIPLES

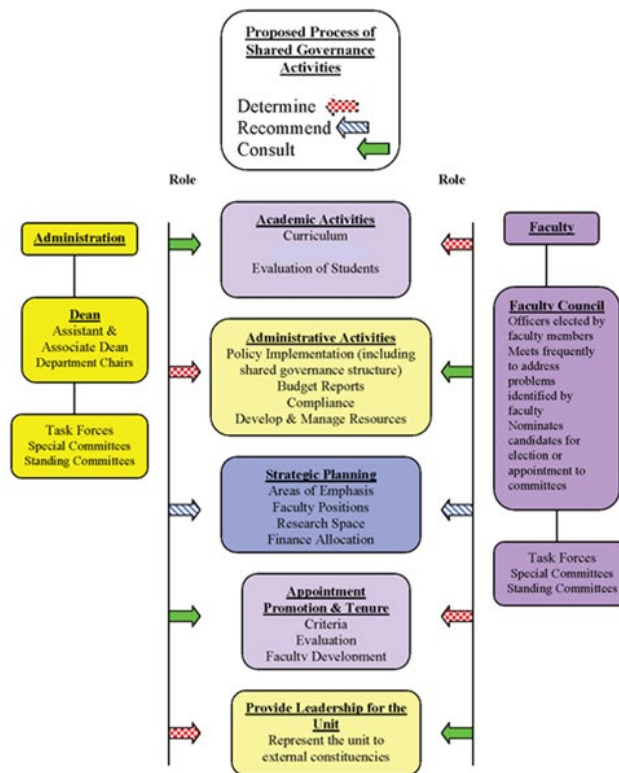
- Senate members are elected proportionally according to the number of faculty in each college (with a maximum of 25), for a total of 150 Senators
- The Faculty Senate is designed to be a deliberative body in which active and evolving discussion with colleagues shapes policy
- Accordingly, no proxy or absentee votes are allowed
- Absence from three consecutive meetings without notice constitutes resignation from the Senate



# UF MODEL FOR SHARED GOVERNANCE



# Graphic Representation of an Example of Shared Governance





## LIAISONS TO THE SENATE

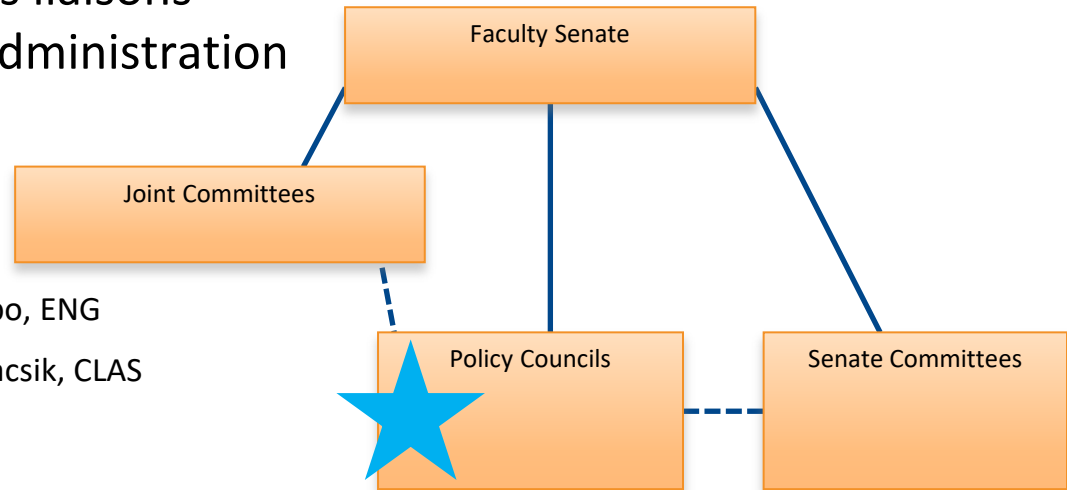
- President and Provost
- Vice Presidents of the University
- Deans of academic units
- Registrar
- Members of the Senate Steering Committee
- Chairs of committees and councils (if not elected members of the Senate)
- Five undergraduate students
- Seven graduate students



# FIVE POLICY COUNCILS

Senators elected by the Senate are members of the Policy Councils. They are charged with making policy recommendations and serve as liaisons between the Senate and the administration within their areas:

- [Academic Policy](#): Richard Scholtz, AG
- [Budget](#): Ashley Ghiaseddin, MED
- [Academic Infrastructure](#): Keith Rambo, ENG
- [Research and Scholarship](#): Angela Bacsik, CLAS
- [Faculty Welfare](#): Sarah Lynne, AG



## ACADEMIC POLICY COUNCIL

- Admission and graduation requirements, majors, departments, colleges, other academic units, and other academic programs of study
- Evaluates any proposed changes in academic organization that are not contained within a single college
- Student life as it affects student academic performance



## BUDGET COUNCIL

- Recommends budget priorities involving academics and research
- Monitors past budget allocations
- Makes recommendations regarding long range allocations and costs of strategic plans

### Budget Tools

(Open to all who have access to Enterprise Reporting. Access that is needed: `UF_FL_UNIVERSAL_INQUIRY`.)

**UF (Central Support Units) Financial Transparency Portal**

**UF (Colleges) Financial Transparency Portal**

\*\*\* **Video tutorial** to using the UF(Colleges) financial transparency portal

\*\*\* **Text guide** to the UF (Colleges) Financial Transparency Portal

Dept-Major mapping

Course number to Department mapping

**Current Fiscal Year**

Budget & Expenditures by Support Unit

Budget & Expenditures by College

# FACULTY WELFARE COUNCIL

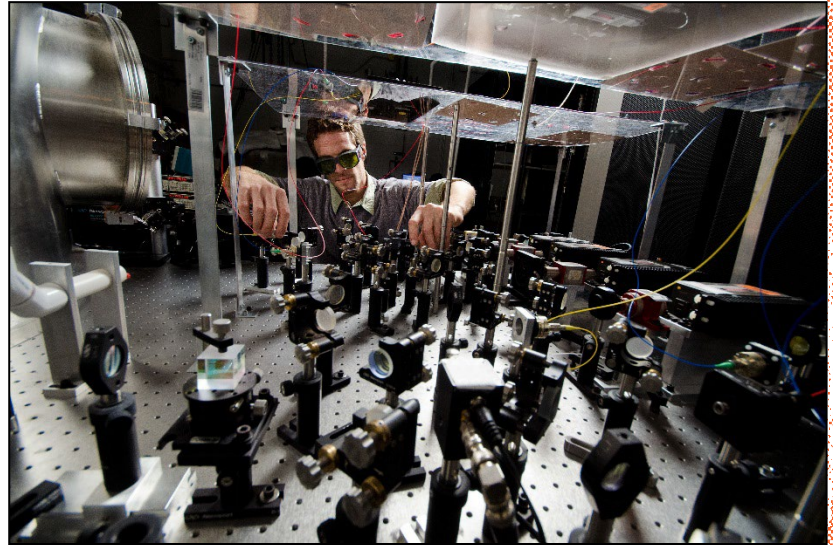
- Academic criteria for appointment to the faculty and for promotion and tenure
- Faculty diversity
- Matters important to the quality of faculty life
- Academic freedom





## RESEARCH & SCHOLARSHIP COUNCIL

- Appropriate policies and priorities to support the quality, stature, and relevance of the University's research initiatives
- Existing, expanded and new interdisciplinary research initiatives based on the expertise of the faculty
- Matters concerning graduate and undergraduate research experience





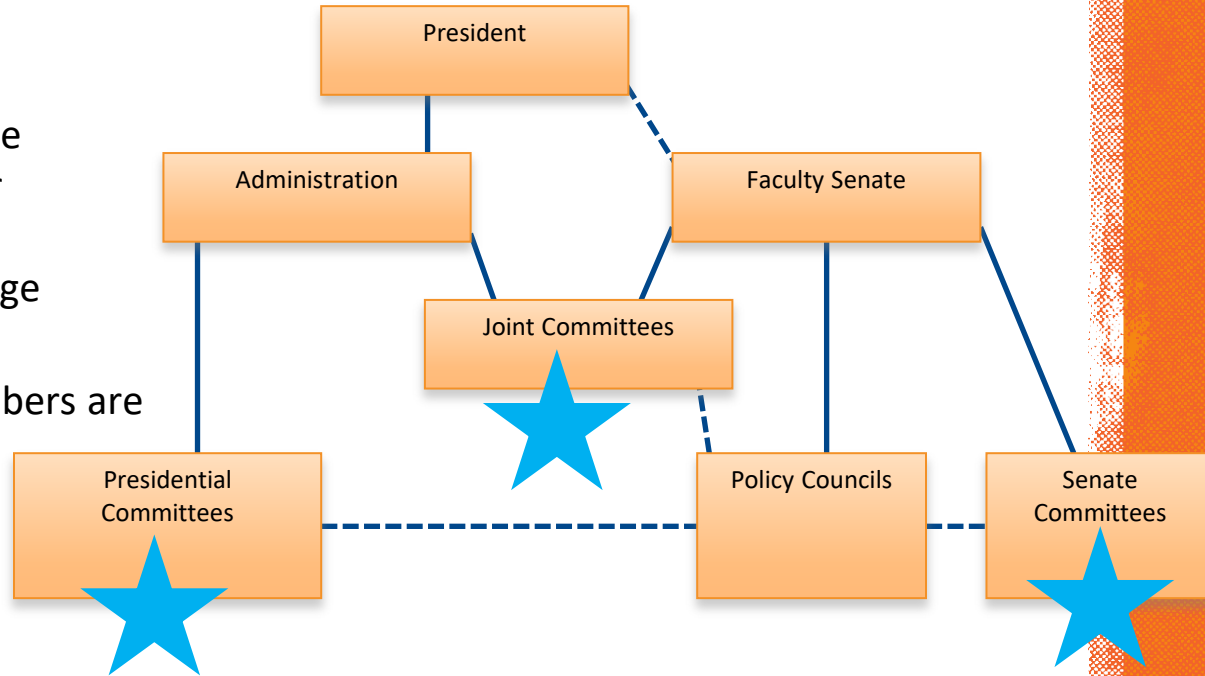
# INFRASTRUCTURE COUNCIL

- Facilities and services necessary for academic excellence
- Libraries, computing, sustainability, historical preservation, parking, physical plant and maintenance, campus master plan



# UNIVERSITY COMMITTEES

- Senate Standing Committees – members are elected by the Senate from the faculty at large
- Joint Committees – members are elected by the Senate and other members are appointed by the President from the faculty at large
- Presidential Committees – members are appointed by and report to the President



Name	Faculty membership consists of:	Seat filled by:	Reports to:
<b>Faculty Senate Committees</b>	UF Faculty	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate
<b>Joint Committees</b>	UF Faculty	Nominated by UF Faculty; Typically 50% elected by UF Faculty Senators and 50% Appointed by UF President/President's Designee	UF President & UF Faculty Senate
<b>Presidential Committees</b>	UF Faculty	Nominated by UF Faculty & appointed by UF President	UF President
<b>(5) Senate Policy Councils</b>	<b>*Current</b> (at the time of the election) <b>Faculty Senators</b>	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate

Of special note:

[Honorary Degrees and Distinguished Awards Committee](#)

-Entertains FACULTY suggestions as to individuals to whom honorary degrees shall be granted

[Academic Personnel Board](#)

- Advises the President with respect to promotion and tenure nominations, serving in a fact-finding and consultative role

# FACULTY SENATE STEERING COMMITTEE (MONTHLY MEETING AUG-MAY)

## **Officers:**

- Chair, Amanda Phalin, BUS
- Chair-Elect, Danaya Wright, LAW
- Past-Chair, David Bloom, MED

## **Council Chairs:**

- Budget, Ashley Ghiaseddin
- Infrastructure, Keith Rambo
- Research & Scholarship, Angela Bacsik
- Welfare, Sarah Lynne
- Academic Policy, Richard Scholtz

## **Members at Large:**

- Juan Nino, ENG
- Richard Stepp, CLAS
- Catherine Striley, GROUP 1

## **Liaisons:**

- President, Kent Fuchs
- Provost, Joe Glover
- Sr. Counsel, Taylor Rose

## **Staff:**

- Parliamentarian, Joseph W. Little
- Secretary, Laurie Bialosky

## WHY SERVE IN SHARED GOVERNANCE?

- Help set policy that contributes to academic excellence
- Meet other faculty outside your own program
- Explore interdisciplinary potential of work at UF
- Develop an institutional memory
- Network with other leaders

## SENATE CONTACTS

- Chair: Amanda Phalin  
[FacultySenateChair@ufl.edu](mailto:FacultySenateChair@ufl.edu)  
(352) 392-9019
- Senate Secretary: Laurie Bialosky  
[lbialosky@aa.ufl.edu](mailto:lbialosky@aa.ufl.edu)  
(352) 392-9019
- Senate Office: 134 Tigert

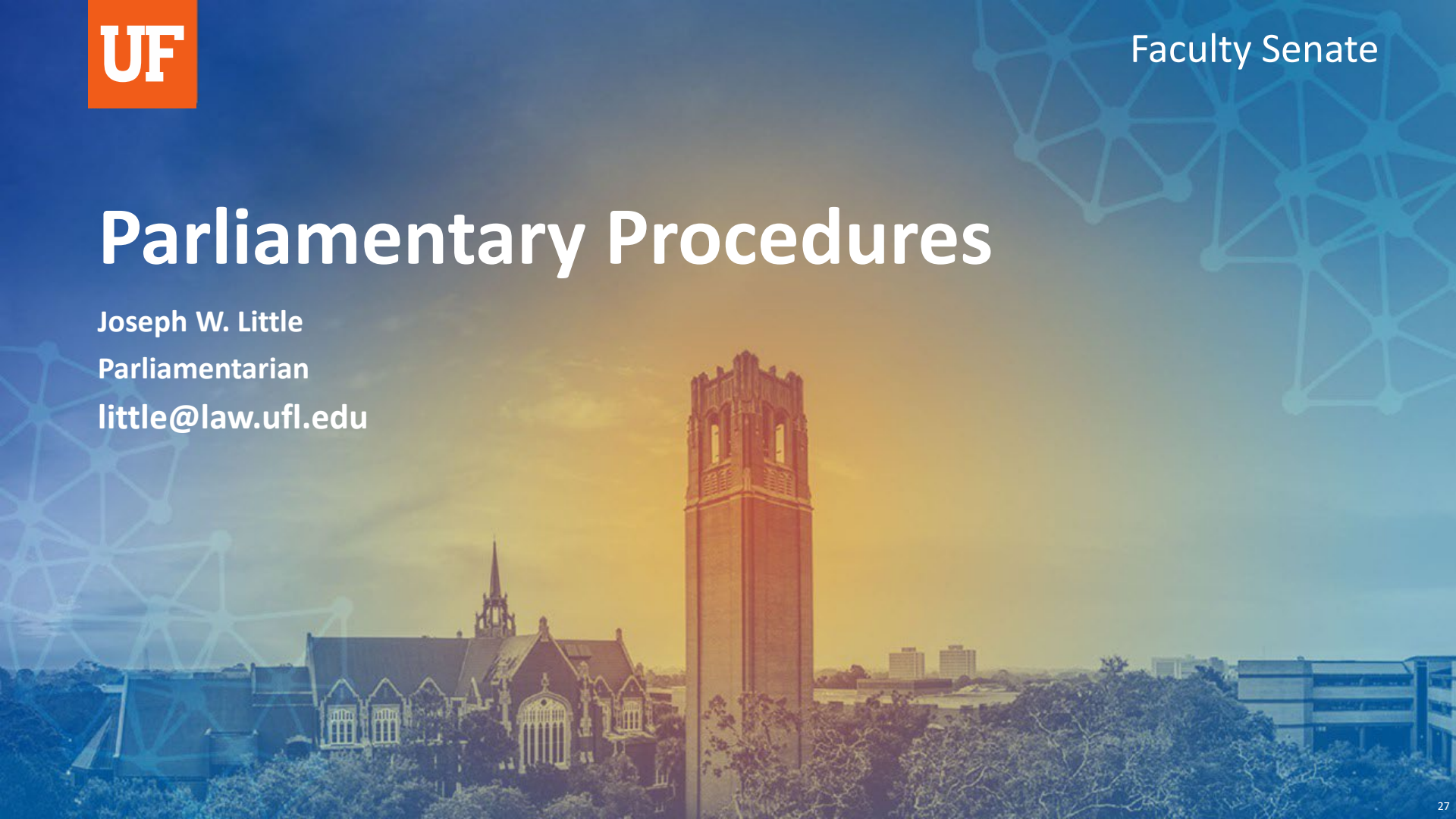


# Parliamentary Procedures

Joseph W. Little

Parliamentarian

[little@law.ufl.edu](mailto:little@law.ufl.edu)





# Governing Documents

- University of Florida Constitution
- Faculty Senate Bylaws
- Florida Law:
  - Public Records Law (F.S. Chapter 119) ;
  - Government in the Sunshine (F.S. Chapter 286);
  - Florida Constitution (Article I, Section 24)



## Conducting Senate Business

## Robert's Rules of Order





- Decisions are made by majority vote of the members present and voting
- Quorum = those elected members present (designated seating for in-person meetings)
- No proxy votes are recognized



## Motions — a formal proposal for action requiring a group decision by vote

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- To bring a motion, an elected member must first be recognized by the Chair
- Requires a second
- If seconded, moves to an open discussion
- Action should be clear, concise, and affirmative
- Outcome recorded as the official decision of the senate in the meeting minutes



# Government in the Sunshine

Taylor Rose

Sr. Counsel

[taylor.rose@ufl.edu](mailto:taylor.rose@ufl.edu)



## Government In The Sunshine



# Florida's Sunshine Law





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- Section 286.011, Florida Statutes, "Sunshine Law":
  - Provides a **right of access** to governmental proceedings of **public boards** and commissions at the state and local levels.
  - Applies to any gathering of **two or more members** of the same board to discuss a matter that will foreseeably come before that board for action.
  - Key: The open meetings law only applies to **decision-making boards**. It does not apply to mere information gathering or fact-finding bodies.
- 3 Basic Requirements:
  - 1) Meetings of public boards or commissions must be **open to the public**;
  - 2) Must provide **reasonable notice** of the meetings; and
  - 3) **Meeting minutes** must be taken and made available to the public.

# Florida's Sunshine Law



**Public Records Menu**

-  Home
-  FAQs
-  Submit a Request
-  My Request Center

**FAQs**[See All FAQs](#) 

How can I obtain student records?

What is a public record?

What is the cost?

How long does it take to fulfill a public records request?

How can I get additional assistance?

**Submit a Records Request**

Submit a public records request to the University of Florida

**My Records Center**

Track the status of requests, manage account information, and download your records by logging into your account.

**View FAQs**

Search for an answer to a specific question  
Browse frequently asked questions

Please note, public record requests made to the University are subject to disclosure under the Florida Public Records Act.

UF Public Records <http://publicrecords.ufl.edu/>  
Contact: John Hines, Records Custodian (FS 119.12) Email: [pr-request@ufl.edu](mailto:pr-request@ufl.edu)



## Requests for Public Records

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Public Records Portal: <http://publicrecords.ufl.edu/>.

Public Records Mailbox: [pr-request@ufl.edu](mailto:pr-request@ufl.edu)





[www.senate.ufl.edu](http://www.senate.ufl.edu)