

*Faculty Senate Steering Committee Meeting*  
Minutes of  
**March 18, 2010**

Dr. Ida Cook, Faculty Senate Chair, called the meeting to order at 4:07 p.m. The roll was circulated for signatures.

**Steering Officers Present:** Cook, Wink, Kassab, and Chopra.

**Steering Committee Members Present:** Belfield, Brown, Cash, Covelli, Daniell, Gause, Goodman, Kovach, LiKamWa, Lynxwiler, Moslehy, Oetjen, Pennington, Schulte, Seidel, and Sivo.

**Administrators Present:** Lin Huff-Corzine and Joel Hartman.

**Steering Committee Members Not Present:** Chase, Edwards, Kaufman, Koons, and Rahrooh.

**Guests:** Elizabeth Hale, Computer Services and Telecommunications; Kevin Haran, Personnel Committee; and Linda Futch, Center for Distributed Learning.

#### **MINUTES**

The minutes of February 11, 2010 were approved as recorded.

#### **ANNOUNCEMENTS**

Provost Hickey and Diane Chase will not be in attendance today.

Dr. Cook received budget news from the Advisory Council of Faculty Senate. The Florida Senate Higher Education Appropriations Committee has proposed to increase higher education funding by \$7 billion. The proposal must still go before the House. Overall state budget projections are such that state income will decrease by 5-6% in the coming year, which will affect UCF and other SUS institutions.

Colleges have returned the election results for the 2010-2011 Senate. The final list will go out to the Nominating Committee tomorrow.

Founder's Day is on April 7<sup>th</sup>.

#### **OLD BUSINESS**

##### Senate Agenda Items

University Athletics requested that their presentation to the Senate be moved to this month's meeting. Motion made to add that presentation to the Senate agenda. Motion seconded and carried.

Undergraduate Studies requested that the presentation to the Senate on the Z Designation for Academic Integrity be moved to this month's meeting. Motion made to add that presentation to the Senate agenda. Motion seconded and carried.

##### Student Perception of Instruction

The Steering committee has been waiting on additional data to accompany the ad hoc Student Perception of Instruction (SPoI) Committee's final report. That information was delivered on

March 2, and the proposed SPoI is now being reviewed by offices on campus that deal with tests and measures. Because the version of the SPoI being reviewed has undergone changes since it was pilot tested, it has been recommended that the current version be pilot tested with a broad sample. Dr. Cook noted that the SPoI will need to be evaluated by the Senate *ad seriatim*, which will require that each question of the SPoI be evaluated and voted on before the entire SPoI can be voted on. This will take place in the fall. Following a lengthy discussion of the manner in which statistics are analyzed and interpreted in the SPoI, it was noted that results from pilot studies will be scrutinized to amend the content and data analysis. Steering Committee members are to encourage their colleagues to review the SPoI, which is available on the Faculty Senate website, and send comments or issues to the Faculty Senate office. Dr. Hartman suggested that questions regarding electronic implementation, technical presentation, and data gathering and analysis be shared with Computer Services so that answers can be available before the SPoI goes to the full Senate for a vote. Dr. Cook reminded the committee that the Academic Rigor Committee recommended use of other types of measures, including peer reviews and teaching portfolios. However, it is not clear how these alternative measures have been utilized, if at all. Dr. Chopra noted that one of the goals of the Academic Rigor Committee was to look at the decoupling SPoI and grade inflation, and that the average GPA at UCF is currently a 3.2/4.0.

## **NEW BUSINESS**

### Promotion of Non-Tenure Earning Research and Clinical Faculty – Kevin Haran

At the request of Academic Affairs, the Personnel Committee considered the subject of promotion of non-tenured research and clinical faculty. Currently, there is no policy in place to allow for such promotions. A draft document was presented to the Steering Committee and discussion followed. Issues were raised regarding the composition of review committees for such faculty. Questions were raised regarding the scope of the faculty covered by the policy and whether it covers those who fall under collective bargaining. Further questions were raised regarding how this policy would affect the current department, college, and university Promotion and Tenure (P&T) committees, and whether the proposed addition of non-tenured faculty to the P&T committees would result in the non-tenured faculty being able to vote on faculty tenure and the promotion of tenured faculty. It was noted there are currently clear guidelines in place that only tenured faculty are permitted to vote on faculty tenure. Committee members suggested that instead of changing the rules governing the eligibility to serve on the existing P&T committees, there could be separate, parallel committees for the promotion of non-tenured faculty.

Motion to return the policy to committee made and seconded. Discussion followed. It was suggested that the policy be revised in light of issues raised, in particular with regard to the language of who is affected, composition of committees, and specific procedures and exceptions. The differences between this document and the current document for tenure and promotion should be made clear. Dr. Cook noted that the item should be presented in the form of a formal resolution. Concerns were raised regarding the possibility that contract renewal might be affected by whether or not one receives a promotion. Motion to return to committee carried.

### Resolution 2009-2010-2 Electronic Promotion and Tenure Dossiers – Kevin Haran

Mr. Haran read a resolution from the Personnel Committee regarding electronic storage and distribution of promotion and tenure dossiers. A friendly amendment was made to add the phrase "the dossier used in" to the first sentence of the "Be it resolved" clause between "for" and "the". Motion made to accept the resolution and place it on the Senate agenda. Motion carried. The resolution as approved reads:

## **Resolution 2009-2010-2 Electronic Promotion and Tenure Dossiers**

**Whereas**, given current advances in electronic storage and future developments, and

Recognizing that this resolution will need to be bargained between the UFF and the UCF Board of Trustees,

**Be It Resolved**, that the Personnel Committee recommends that the University look into the feasibility and security of using electronic storage and distribution for [the dossier used in](#) the process of tenure and promotion decisions. The consideration of this methodology might include the use of a pilot program.

### WebCourses Taskforce

Dr. Hartman requested direction on whether the WebCourses taskforce should be disbanded, given that issues with the software have abated. Motion to disband the committee made and seconded. A question was raised about the future of Blackboard. Dr. Hartman provided an overview of the current Blackboard products and explained the company's plan to consolidate them into a single piece of software called LEARN, which is soon to be deployed. After a vote, the motion to disband the committee was approved.

### Online Syllabi – Linda Futch

Dr. Futch provided an overview of a proposed system for implementing online syllabi. The system would allow faculty to create a syllabus in PeopleSoft which would be linked directly to the appropriate course. This would allow a link to the syllabus to show up in the class schedule. This is being proposed to be optional, not mandatory. It was developed in response to requests by faculty and students to have something to replace the old Reach interface. Motion to add to Senate agenda was made and seconded. Motion carried.

## **STANDING COMMITTEE REPORTS**

### Budget and Administrative Committee – Patrick LiKamWa

The committee did not meet.

### Graduate Council – Steven Goodman

Dr. Goodman reviewed the activities and action of the Graduate Council, the specifics of which are in the attached report.

### Personnel Committee

The committee worked on the items discussed above.

### Undergraduate Policy and Curriculum Committee

As Dr. Pennington had to depart early, there was no report from UPCC.

## **ADJOURNMENT**

Motion to adjourn made and seconded. Meeting adjourned 5:45 P.M.

**Faculty Senate Steering Committee: 3/18/2010 meeting**  
**Report on Graduate Council Activities**  
**Stephen Goodman, Steering Committee Liaison to the Graduate Council**

The Policy Committee has met three times since the last Steering Committee meeting. The committee is continuing its discussions and information gathering on the issue of a graduate Z grade. In addition, the committee is beginning to work on the establishment of an academic integrity policy and a framework of guidelines for its implementation.

The Curriculum Committee met twice since the last Steering Committee meeting. The committee has approved a variety of curriculum proposals, including:

- CBA: temporary suspension of the MS and Ph.D. programs in Economics
- HPA: 4 track additions to the Ph.D. in Public Affairs
- CAH: name changes to 2 masters programs in Film and Digital Media
- COE: deactivation of both the Initial Leader PK-12 Certification track and the Previous Leader PK-12 Certification track (since the new Executive Ed.D. track in Ed Leadership will replace them); addition of a Social Science Education Graduate Certificate
- HOS: Addition of a Graduate Certificate in Hospitality Management

In addition, the Curriculum Committee has been engaged in the evaluation of course action requests, having reviewed 41 requests (13 for special topics, 17 for course additions and 11 for course revisions).

The Appeals and Awards Committee has met twice since the last Steering Committee meeting. The committee reviewed 15 student petitions; 13 were approved and 2 denied (approved 6 for transferring more than 9 hours into a master's program; approved 5 for exceeding the 7-year rule; approved 1 for a course substitution in a graduate program; approved 1 and denied 1 for a course substitution in a graduate certificate program; and denied 1 for transfer of a C grade into a graduate certificate program).

The Program Review Committee has met three times since the last Steering Committee meeting. The committee has been engaged in the ongoing process of reviewing graduate faculty status of current faculty. The committee has reviewed the files and selected recipients for the following awards:

- Faculty Excellence in Graduate Teaching Award
- Award for Excellence by a Graduate Teaching Assistant
- Award for Excellence in Graduate Student Teaching
- Award for Outstanding Master's Thesis
- Award for Outstanding Dissertation
- Award for Innovative Thesis or Dissertation