

**Faculty Senate Steering Committee Meeting**  
Minutes of  
**September 6, 2012**

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

**MINUTES**

Motion to approve the minutes of August 9, 2012 was made and seconded. The minutes were approved as recorded with one scrivener's correction.

**RECOGNITION OF GUESTS**

Joel Hartman, Vice Provost, Information Technologies & Resources  
Diane Chase, Executive Vice Provost, Academic Affairs  
Elliot Vittes, Interim Vice Provost and Dean, Undergraduate Studies  
Paige Borden, Assistant Vice President, Institutional Knowledge Management  
Lyman Brodie, Associate Vice Provost, Faculty Relations  
Chuck Dziuban, Director, Research Initiative for Teaching Effectiveness, Center for Distributed Learning

**ANNOUNCEMENTS**

Cook announced that the candidates for Dean of Graduate Studies will be coming to campus for interviews, and an email was sent out with the dates and times of open forums with the candidates. Cook encouraged faculty to attend and participate. Tony Waldrop, Provost and Executive Vice President, stressed the importance of feedback from faculty.

Cook announced that a Graduate Student Center will be opening in Colburn Hall. One of the rooms will be named after Patricia Bishop, founding dean of the College of Graduate Studies.

**REPORT OF THE PROVOST**

Budget Update

The administration previously thought there would be a \$4 million shortfall due to low enrollment growth. In the final enrollment numbers from fall semester, student credit hours are flat (no growth), which is an additional \$4 million shortfall. Waldrop stated that he shared with the deans that it is not likely this can be fully absorbed by administrative cuts, and the academic units may be impacted. It is not anticipated that any programs would be closed. Valencia College is our biggest provider of transfer students. Their student credit hours were also flat this fall, indicating our growth may remain flat in the next few years.

Manoj Chopra added that the Board of Governors (BOG) is not asking for an increase in tuition, but for restoration of the \$300 million cut last year plus an additional \$118 million dollars to be spread across the state universities.

Graduate and Retention Rate Programs

Waldrop invited Paige Borden, Assistant Vice President for Institutional Knowledge Management, to address efforts at improving graduation and retention rates. Borden spoke about

the Civitas program, which will collect data and allow for the analysis of problems in retention efforts. Civitas is a very new company; we are in a beta project with them at no cost to us. Valencia is also a beta school, and they are focusing on student interventions that lead to a bachelor's programs. We are currently sending Civitas data to assist with modeling to successfully predict students at risk. There will be a committee of faculty and advisors to provide input into the program.

Joel Hartman, Vice Provost for Information Technologies & Resources, gave a brief overview of the Western Interstate Commission for Higher Education's PAR project, in which UCF has been invited to participate. This project also aims to improve graduation rates, increase retention rates, and reduce excess credit hours.

Waldrop noted that in the future, it is likely that money from the state will be tied to retention, graduation and excess credit hours.

Diane Chase, Executive Vice Provost for Academic Affairs, spoke about UCF's Access to Success project, which is looking at the key factors blocking student success. They are looking for patterns which will enable better interventions.

Discussion was held, questions entertained.

#### General Education Program Revision

Diane Chase reported that she is co-chair of the state-wide steering committee and chair of the SUS steering committee for the revision of the General Education Program. The SUS committee teleconferenced yesterday to set ground rules. The committee is meeting on September 20 to review nominations for the faculty committees that will determine which five courses will be selected for the GEP program. Chase will be calling on the five faculty nominated by UCF to work internally.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

The committee agreed to amend the agenda to hear the report on the Student Perception of Instruction (SPOI) as the next item.

#### Student Perception of Instruction

Chuck Dziuban, Director of the Research Initiative for Teaching Effectiveness, reported on the results of the fall 2011 pilot test of the proposed new SPOI form. Several handouts were distributed, including a copy of Dziuban's PowerPoint presentation.

Dziuban provided an overview of the changes to the SPOI form and briefly discussed his SPOI research. He presented data from the analysis of the proposed form. Some items had no impact and may be considered for removal. Discussion followed. Dziuban entertained questions. He suggested that there are issues related to linking mode of instruction delivery to questions on the SPOI, especially when new modes are introduced. After directly being asked, Dziuban suggested

eliminating modality-specific questions and finding a way to shorten the form to reduce user fatigue. He added that he could not find see any added value in having a different form for each mode of instruction. He also suggested creating a feedback loop so that students can see that their input has an impact.

Cook suggested this report be presented to the full Faculty Senate. Committee members agreed that senators will need time to digest the information and consult with their colleagues. Motion made to add Dziuban's SPOI presentation to the September Senate agenda. Faculty will have time to consult with colleagues and provide feedback, and the issue will go back to Senate in October for action. Motion seconded and carried.

## **COMMITTEE REPORTS**

### Budget and Administrative Committee – *Arlen Chase*

The committee met and elected Robert Dipboye as chair. The committee will be looking at the post-tenure review process, with the idea of putting rewards into the system so that people will want to go through the process. Other items include the focus on STEM and implications for non-STEM disciplines, moving to a six or seven day schedule to better utilize resources, and priorities in making budget cuts.

### Parking Advisory Committee

No report.

### Personnel Committee – *Rob Folger*

The committee elected Kathy Seidel as chair. They will be looking at changes to TIP and RIA. The committee is also interested in looking at post-tenure review, but will defer to the Budget and Administrative Committee at this point.

### Undergraduate Council – *Kelly Allred*

Kelly Allred and Lisa Mills were elected chair and vice chair of the council, respectively. Mills will serve as chair of UCRC and Allred will serve as chair of UPCC. The first meeting of the UPCC will be at noon on September 11.

### Graduate Council

No report.

## **NEW BUSINESS** (*continued*)

### Library Storage

Rich Gause, senator from the University Libraries, discussed issues associated with the robotic library retrieval system that will be built at the back of the library. Most books will be moved to the storage facility, but some will remain on the shelves to be browsed. Gause discussed the need for faculty engagement in the planning process, as different disciplines have different needs and the ability to browse the stacks is more important in some disciplines. Gause would like to inform the Senate of this issue and encourage participation. Motion made to add this issue to the agenda of the September Senate meeting. Motion seconded and carried.

### State of the University Address

Cook announced that she will be giving a brief talk during the upcoming State of the University address. She has been asked to talk about the faculty, and asked for suggestions of milestones to include.

#### Ad Hoc Committee to Discuss Range of Grades

The College of Medicine is proposing adopting a different grading scale for its classes. Cook provided a brief overview of the issue. Since this affects both the Graduate and Undergraduate Councils, Cook suggested that an ad hoc committee be formed with three members from the UPCC and three members from the Graduate Council. The committee voted to approve the creation of the ad hoc committee.

#### **OTHER BUSINESS**

Reid Oetjen, Vice Chair of the Faculty Senate, announced that there are two vacant seats for senators from any college to serve on the University Master Planning Committee. He asked that the Steering Committee members consult with the senators from their colleges to identify people for those seats.

#### **ADJOURNMENT**

The meeting adjourned at 5:57 p.m.