

**Faculty Senate Steering Committee Meeting**  
Minutes of  
**April 9, 2015**

Reid Oetjen, chair, called the meeting to order at 4:00pm. The roll was circulated for signatures.

**MINUTES**

Motion to approve the minutes of March 5, 2015 was made and seconded. It was noted that the month on the minutes heading should be changed to March from February. The minutes were approved as amended.

**RECOGNITION OF GUESTS**

Ross Hinkle, Vice Provost and Dean, College of Graduate Studies

**ANNOUNCEMENTS**

This is the last meeting Ida Cook will attend. Cook retires at the end of the spring semester and we thank her for her service. Request for Oetjen to craft a resolution to acknowledge Dr. Cook for her service at next senate meeting.

**REPORT OF THE PROVOST**

COACHE Survey

Manoj Chopra is acting provost. Handout of COACHE survey. As of today, there is a 53% response rate, which is in line with national average, but we want to achieve a higher rate. The only way to respond is through a specific link sent to the email of the faculty member. Faculty can request another email invitation upon request. The provost thanks the senate and those who have completed the survey. The survey closes April 10.

Office of Undergraduate Studies

The John Gardner Institute was contracted to evaluate UCF's undergraduate program. Provided a handout that summarizes the final report. Key recommendations are creation of a college, curricular leadership, greater collaboration across the university, and to be an incubator for teaching and learning. The Provost requested the Steering committee consider and discuss the recommendations.

Interdisciplinary Studies (IDS) is currently housed within the Office of Undergraduate Studies (approximately 2000 students) but is not designated as a college. The proposal will allow for the capacity to provide degrees with faculty to offer degrees and other services. Honors College would not become a part of the new college. The college would house certain services, such as engaged/experiential learning, IDS, advising, and undergraduate research. Why would the college need to hire faculty? To teach those particular topics that are not covered by other departments (such as certain environmental studies). Discussion continued regarding the recommendations. The recommendation is on the Undergraduate Policy and Curriculum Committee agenda for Tuesday, April 14.

Koons made a motion to conduct a straw poll to get a sense of the committee members' support of the recommendation to move the Office of Undergraduate Studies to a College. Seconded by Cook.

### FoE Transfer Initiative

Co-chairs are developing committee reports and recommendations. Thanked everyone in support of the initiative and those involved.

### Faculty Cluster

The cluster process is moving forward. There are no decisions about number of clusters or number of faculty per cluster. The requirement for the college is to provide 35% of startup costs. Those who were successful were notified; those who were not successful received detailed feedback. The endgame for clusters is to develop a strong independent self-sustainable presence.

### **OLD BUSINESS**

There is no old business.

### **NEW BUSINESS**

#### Nomination of Faculty Senate Officers

Ida Cook reported the slate of officers put forward by the Nominating committee: Reid Oetjen, Chair; Keith Koons, Vice Chair; and Tom Bryer, Secretary. Cook noted that no other nominations were received. Nominations may be submitted prior to the Senate meeting or made from the floor at the Senate meeting. Motion to approve the slate of officers for the ballot of the 2015-2016 Faculty Senate. Motion carried. Cook thanked the members of the committee.

#### Call for Topics for 2015-2016 Senate

Oetjen asked for suggestions for topics for the next Senate year. New leadership will contact Deans for a list of topics. Committee members made the following suggestions:

- Issues that emerge from the COACHE survey. Results will be in within 2 months of survey closing. Among those issues is compensation.
- Determine college policies and procedures regarding the nomination of faculty and how elections are conducted.
- Review re-organization to determine faculty representation.
- Academic rigor
- Paid family leave
- Facilities cost efficiencies
- Redundancies in university organizational flow chart
- Personnel committee: how are unit chairs selected?
- Overhead from grants
- Joint appointments
- Representation of faculty on university committees

Email additional items to Reid Oetjen.

#### Ad-hoc Faculty Constitution/Bylaws committee

Motion to establish an ad-hoc committee to review and recommend needed changes to the Faculty Constitution and Bylaws. Volunteers: Keith Koons, Reid Oetjen, William Self, and Norma Conner.

### Examine Efficiency of Senate Calendar

How to create a process to ensure optimal use of time? Some university senates meet all year. Important that senators return the committee preference forms quickly to expedite committee staffing. No change to current calendar. Cassanello recommended that the meeting dates on the Faculty Senate website also include the first meeting of the new senate to ensure returning senators put the meeting on their calendars.

### **COMMITTEE REPORTS**

#### Budget and Administration – Robert Cassanello

No meeting since last meeting.

#### Graduate Council – Jim Moharam

Met two weeks ago and made change to virtual dissertation defense. Now allowing virtual defense. Colleges can set standard for face-to-face defense.

#### Parking Advisory – Norma Conner

Committee tabled discussion on allowing adjunct faculty to pay over time for parking. How else can we classify for parking purposes?

#### Personnel – Richard Harrison

No meeting since last senate meeting.

#### Undergraduate Council – Bill Self

Two votes at last meeting: academic progress for College of Engineering and Optics and Photonics; students who have a certain number of low grades are removed from the program. Agreed to expand the pilot on the online BAS for accelerated program, allowing students to complete classes in quicker fashion based on mastery-based and personalized learning. This program utilizes software called RealizeIt.

### **OTHER BUSINESS**

Oetjen indicated that the concealed weapons bill is moving forward in the legislature. Anyone over age 21 will be permitted to carry a concealed weapon on the campus. Textbook legislation is also moving forward.

Koons informed the group that some committees are not staggered. Committee receptive to staggering committees by assigning a term of one year or even three years. Also asked if an orientation for new and returning senators would be helpful to place on the website. Committee agreed.

Oetjen thanked the Steering committee for their time and support. Recognized Ida Cook for her contributions.

### **ADJOURNMENT**

Motion to adjourn made and seconded. The committee adjourned at 6:05pm.