Faculty Senate

Minutes for meeting of Thursday, December 5, 2024, 3:00 – 5:00 p.m.
Location: In person at the Charge on Chamber, Student Union, Room 340
Zoom Recorded Link:
https://ucf.zoom.us/rec/share/yVjqe09ExJQRRMftVvdUu8CgGgRVoI41CyR6GaabRBC0V5
zwLQx2LtZwhB-SFxph.gWQhvX08Y_fJJKiE
Passcode: 4iz!aGj0

1. Call to Order 3:00 p.m.

2. Roll Call via Qualtrics- Faculty Senate Chair Stephen King and Vice Chair Jeffrey Kauffman.

3. [00:00:24] Approval of Minutes of November 7, 2024 – Minutes were approved.

4. [00:00:36] Recognition of Guests

   Michael Johnson, UCF Provost

   Joel Cramer, Vice Provost for Faculty Excellence

   Joe Adams, Senior Communications Director

   Joe Harrington, Interim Associate Vice President for Research

   Kevin Yee, Director of Faculty Center for Teaching and Learning

   Alexander Brawley, Student Government Vice President

5. [00:01:13] Announcements

   - End-of-Semester Updates:

     Faculty are encouraged to submit grades by the December 11th noon deadline to support students and advisors in planning spring courses.

   - Spring Senate Priorities:

     Votes on senator allocation methods will occur early in the spring semester.

     Senate Committees must submit approved resolutions by January 22nd, to the Senate office for Bylaws Resolutions and February 19th for regular resolutions to ensure consideration this term.

     Resources on resolution writing are available in the Senate web course.

   - New Initiatives:

     Faculty teaching spring classes must use Simple Syllabus to confirm course materials compliance with a new BOG regulation.

     Discussions on developing a policy for Artificial Intelligence in Instruction are ongoing, involving broad campus stakeholders.

     (Please see materials for full report.)

6. [00:06:22] Report of the Provost

   - Dr. Joel Cramer gave the report on behalf of Provost Johnson.

   He spoke about the following:

   - Cybersecurity and Programming Wins: UCF's Cybersecurity and Programming Teams earned top honors in national and regional competitions, advancing UCF's reputation for excellence.

   - National Recognition: UCF's Emergency Management program ranked No. 1 nationally, and Dr. Claire Connolly Knox was inducted into the National Academy of Public Administration.

   - Space Research Consortium: UCF partnered with UF and Embry-Riddle to form a NASA-affiliated Florida University Space Research Consortium, boosting space research opportunities.

   (Please see materials for full report.)

7. Unfinished Business – None

8. [00:17:49] New Business –
   - Resolution 2024-2025-3 Bylaws Amendment: Including Office of Research Faculty into the Faculty Senate

     Motion was made to discuss. Discussion ensued. The resolution was voted on. Motion passed.

   (Please see materials for the final language.)

9. [00:23:35] Committee Reports –
   a) B&A Committee: Amanda Major Chair of B&A Committee
   b) IT Committee: Jim Gallo, Steering Liaison for IT Committee
   c) Personnel Committee: Karol Lucken, Chair of Personnel Committee
   d) Research Council: Linda Walters, Chair of Research Council
   e) Graduate Council: Reid Oetjen, Chair of Graduate Program Review and
      Awards Committee, Steering Liaison for Graduate Council
   f) Undergraduate Council: Tina Chiarelli, Chair of UCRC, Steering Liaison for Undergraduate Council
   All Operational Committees and Curricular Councils presented their reports.

10. [00:31:50] Campus Climate Reports –

    a. Student Success Update

       Paul Dosal, Senior Vice President for Student Success

       Senior Vice President Paul presented on Student Success updates and answered Senators questions.

    (Please see attached materials for slides presented at this meeting.)

11. Other Business

12. Meeting adjourned at 4:47 p.m.

December 5th senate meeting- chair announcements

Welcome everyone!   Please remember to either fill out the guest log by the door as you come in, or to use the Qualtrics survey that was just sent to you via email.

For all those on zoom, please rename yourself starting with FS if you are a senator, and with a G if you are a guest here for the meeting.

Now, let's move ahead with the approval of the Minutes form the November 7th Senate meeting

Next is recognition of guests. FYI: We are competing with the Board of Trustees meeting just down the hall for attendance today. I want to thank those administrators, staff and faculty that are here today and we welcome you to the senate.

I have a blend of Announcements and short reports today:

First, it's the end of the semester with finals complete for some of us, and still going on for others. I hope your grading goes well!

I encourage everyone to get your grades turned in by the deadline of noon on December 11th.

This allows **both students and academic advisors** the time they need to help students make the best choices for what courses to take in the spring semester, to keep them on their academic path.

Second, I have emailed or met with the senators from each academic unit to discuss how senators are allocated within your own academic unit. Based on where we are in the semester **(the very end!),** we will have votes to approve a method of allocation in the early spring semester as soon as we know the number of senators to be apportioned to each unit.

==Third,== when we come back in the spring semester, we will only have three remaining senate meetings to consider resolutions.

This means that for a Bylaw resolution…
Your committee needs to send an approved Bylaw resolution to the faculty senate office by Jan 22nd at the latest….If you send it later, you will miss the ability for us to approve any bylaw amendment.

This means for a normal (non-Bylaw) resolution…
Your committee needs to send an approved resolution to the faculty senate office by February 19th at the latest….If you send it later, you will miss the ability for us to approve any resolution this senate term.

One last note on resolutions…if you are writing or planning to write a resolution, our senate web course has an entire module on resolutions, with a newly added page with suggestions on how to write a resolution.

==Fourth announcement==, in order to comply with a new BOG regulation, all faculty teaching spring classes will need to use Simple Syllabus to attest that the course materials they are using are appropriate for their course. This should be a straightforward extra click of a button to complete this newly mandated process.

Further details of this will be coming out soon, so please be on the lookout for communication from the provost.

Haven't heard back from Tim on this so skip it unless I chat with him at the BOT

Provost Johnson came to the Senate steering committee earlier this year with a request for the senate to help with coming up with a policy for the use of Artificial Intelligence in Instruction. At our November 21st steering meeting, we invited members of the FCTL, University Libraries, Student Success and Well Being, Student Government and the Office of Research to join us in a broad discussion of Artificial Intelligence on campus.

Two key points from the discussion were in general agreement:
1) There are a wide range of ways that different professors in different classes may wish to utilize or restrict AI usage
2) There was concern about the rigidity of an official University policy, and strong support for the senate working on information and guidelines for AI usage in Instruction that would be in support of the first point.

A working group that consists of myself, Reid Oetjen, and a representative from each of the groups I mentioned will be meeting next week and continuing to move on this subject. The goal is to bring something to the senate for discussion early in the spring semester.

Ok that's it for announcements and my report

Next on our agenda is the report of the president:
Even if the president attends, he will not have remarks prepared.

However, the Board of Trustees meeting is still going on down the hall, so President Cartwright is unable to give a report today.

Therefore, we will move to the report of the provost.
Three options below based on how the BOT meeting goes, and based on what Joel Cramer and the provost want to do.

Option 1: Provost Johnson, the floor is yours!

Option 2: Joel Cramer is going to give the report of the provost, because the provost is till at the BOT meeting down the hall.

Option 3: I would entertain a motion to table the provost report, as he may be able to join us later in our meeting and to provide a report at that time

Ok I will open the floor for questions for the provost.
Thank you, Provost Johnson.

Our next agenda item is consideration of <mark>Resolution 2024-2025-3:</mark> **Bylaws Amendment**: Including Office of Research Faculty into the Faulty Senate

This is a Bylaw amendment resolution that is on the agenda for full debate and for a vote today.

I will start by recognizing <mark>Jeff Kauffman or Kristine Shrauger</mark>, member of the ad hoc Bylaws committee, to make a motion. Thank you, no second is needed as this resolution came from the Faculty Senate Bylaws committee.

I will now recognize Scott Branting, chair of the Faculty Senate Bylaws committee to speak first on the motion.

<mark>Our next agenda item</mark> is our Committee reports from our operational and curricular committees. In the interests of our last agenda item, the report about hurricane preparedness, I would welcome a motion to rearrange the order of our agenda.

 a) B&A Committee: Amanda Major, Chair of B&A Committee
 b) IT Committee: Jim Gallo, Steering Liaison for IT Committee
 c) Personnel Committee: Karol Lucken, Chair of Personnel Committee
 d) Research Council: Linda Walters, Chair of Research Council
 e) Graduate Council: Reid Oetjen, Chair of Graduate Program Review and Awards Committee, Steering Liaison for Graduate Council
 f) Undergraduate Council: Tina Chiarelli, Chair of UCRC, Steering Liaison for Undergraduate Council

Last year at the December Senate meeting we had a presentation from Vice President Paul Dosal, about the status of student success initiatives that were being used to help us increase the graduation rates of our students.

Well it's been a year, and it's a good time for us to see how those initiatives did, and what new projects are underway to help us reach 60% graduation rate and thus reach the final metric required to achieve preeminence.

Therefore, we have Vice President Paul Dosal here again to give a campus climate report to the Faculty Senate.

I will open the floor for questions after the presentation.

Welcome, Vice President Dosal.

UCF Faculty Senate Update by Dr. Joel Cramer, Interim Vice Provost for Faculty Excellence

Thursday, December 5, 2024 | 3 p.m. to 5 p.m.
Student Union, Charge On Chamber, Room 340

- The vice provost provided a combined report on behalf of President Alexander Cartwright and Provost Michael Johnson, who were attending the Board of Trustees (BOT) meeting.

Accolades
- Cramer congratulated UCF's Collegiate Cybersecurity Competition Team and faculty advisor Dr. Tom Nederost for winning their fifth U.S. Department of Energy CyberForce Competition title and fourth straight in beating 95 teams from 71 universities. No other university has won this tournament more than once.
- He also congratulated the UCF Programming Team and its coaching team, led by volunteer faculty advisor Ali Orooji, for winning the 2024 Southeast Regional Programming Contest featuring more than 100 teams. The team advances to the North America Championship in May, a step toward the world finals.
- Cramer noted the Emergency Management is ranked No. 1 nationally by *U.S. News & World Report*.
- He said exceptional faculty like Dr. Claire Connolly Knox, a professor of emergency and crisis management, help elevate our programs and attract the best and brightest students. He congratulated Dr. Knox for her induction into the National Academy of Public Administration.
- He said UCF has joined UF and Embry-Riddle in forming the Florida University Space Research Consortium, making Florida the only state with a university consortium affiliated with a NASA center.
- He said the partnership positions UCF to attract high-value research projects in space technology, benefiting faculty and students.

Collective Bargaining Agreement Final Approval Expected
- The BOT approved the proposed CBA, Cramer said. Pay increases for eligible faculty begin with the Dec. 13 paycheck.

GEP Update
- Cramer said the state has mandated a new annual review process for every state university's General Education Program. The GEP is made up of 21 hours set by each university that accompanies a system-wide core group of 15 credit hours the state determines., he said.
- UCF's GEP must be presented to the Board of Trustees, then to the Florda Department of Education, then ultimately approved by the Board of Governors (BOG) at a public meeting, he said. UCF has completed the first two steps and awaits final approval at the January BOG meeting.
- UCF's revised program deletes 10 courses for reasons such as inconsistent offerings and not clearly being connected to the discipline. An example, he said, is CGS 2100C Computer Fundamentals for Business, which did not clearly demonstrate as a mathematics class. This was deleted across the SUS, Creamer said.
- He said two courses were deleted based on feedback from BOG staff: ANT 2410 Cultural Anthropology and ANT 2511 The Human Species.
- A goal for the coming year is for UCF to look closely at its GEP to see if it can do better at educating undergraduates, he said.

Better Research Space Planning
- Cramer reported new efforts to better assess research space use and support the needs of existing and future research faculty. This is critically important as UCF's grows research faculty and expands research activity to meet strategic goals, he added.
- He said a recent university-wide Space Utilization Study offered valuable insights on opportunities for improvement. In following up, UCF developed new tools for deans and research center directors to inventory existing space and needs: research space guidelines and a rubric spreadsheet.
- Cramer said these tools provide a consistent yet flexible framework, incorporating both quantitative and qualitative metrics to address a range of needs across colleges and units. He said more details are on UCF's Research Space Guidelines webpage; the space utilization study is also online.
- Specific rubrics for each college and unit are to be completed by Feb. 28. UCF plans to keep the rubrics updated to better know of space availability and needs.

COACHE and Faculty and Staff Experience Survey
- Data from the current COACHE survey are shared on the Faculty Excellence website, he said.
- Faculty members on a university-wide priority-setting committee – chaired by Senator Michelle Dusseau – have begun exploring results, Cramer said. A timeline is forthcoming for committee recommendations about how the university can better support faculty. The recent Faculty and Staff Experience Survey saw over 50% participation, including 44% of faculty responding. Initial results are expected early next year, with further details coming in spring, he said.

Reminder on the Dec. 11 Grade Submission Deadline
- Cramer reminded faculty to submit semester grades by the noon, Wednesday, deadline. He said timely submissions are critical for student success and reaching preeminence, which will bring additional discretionary state dollars.

Major Events Reminders and Closing
- He said UCF's annual Holiday Cookie Social with the president and first lady will be tomorrow from 10-11:30 a.m. at the Burnett House.
- Fall commencement ceremonies are Dec. 13 and 14 at 9 a.m. and 2 p.m., with approximately 6,000 degrees to be conferred, Cramer said.

- Cramer closed by thanking the faculty for their dedication and wishing them a safe and peaceful holiday season.

Student Success Update

Presented to the Faculty Senate

December 5, 2024

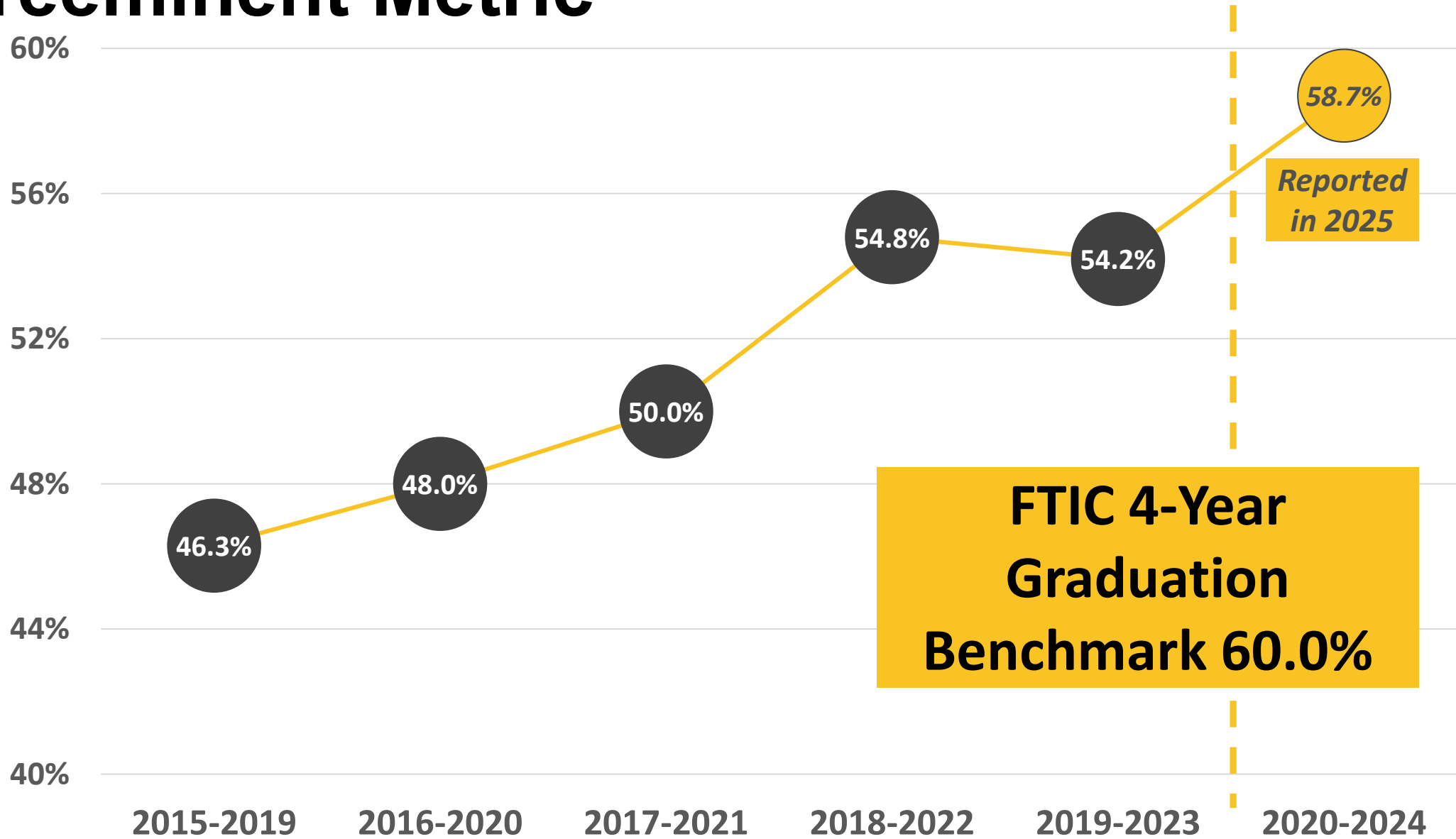Paul Dosal, Senior Vice President for Student Success

Maggy Tomova, Dean, College of Sciences

Ryan Goodwin, Senior Assistant President and Chief of Staff

Jenny Sumner, Assistant Vice President, Academic Success Coaching

Lucas Noboa, Senior Director, Academic Advocacy

Eight Colleges Met or Exceeded 60% (2020-24 Cohort)

Chart showing graduation rates by college:

College	2019-23 Grad Rate	2020-24 Grad Rate
OPTIC	36.4%	53.8%
UGST	65.6%	78.9%
UND	46.0%	55.2%
HSPMG	69.8%	78.2%
CON	55.0%	68.0%
CCIE	63.8%	68.3%
CAH	62.1%	60.9%
COM	59.0%	59.2%
CHPS	61.8%	71.8%
CBA	53.3%	62.7%
CECS	40.0%	43.4%
COS	58.7%	60.0%

● 2019-23 Grad Rate   ● 2020-24 Grad Rate

University of Central Florida
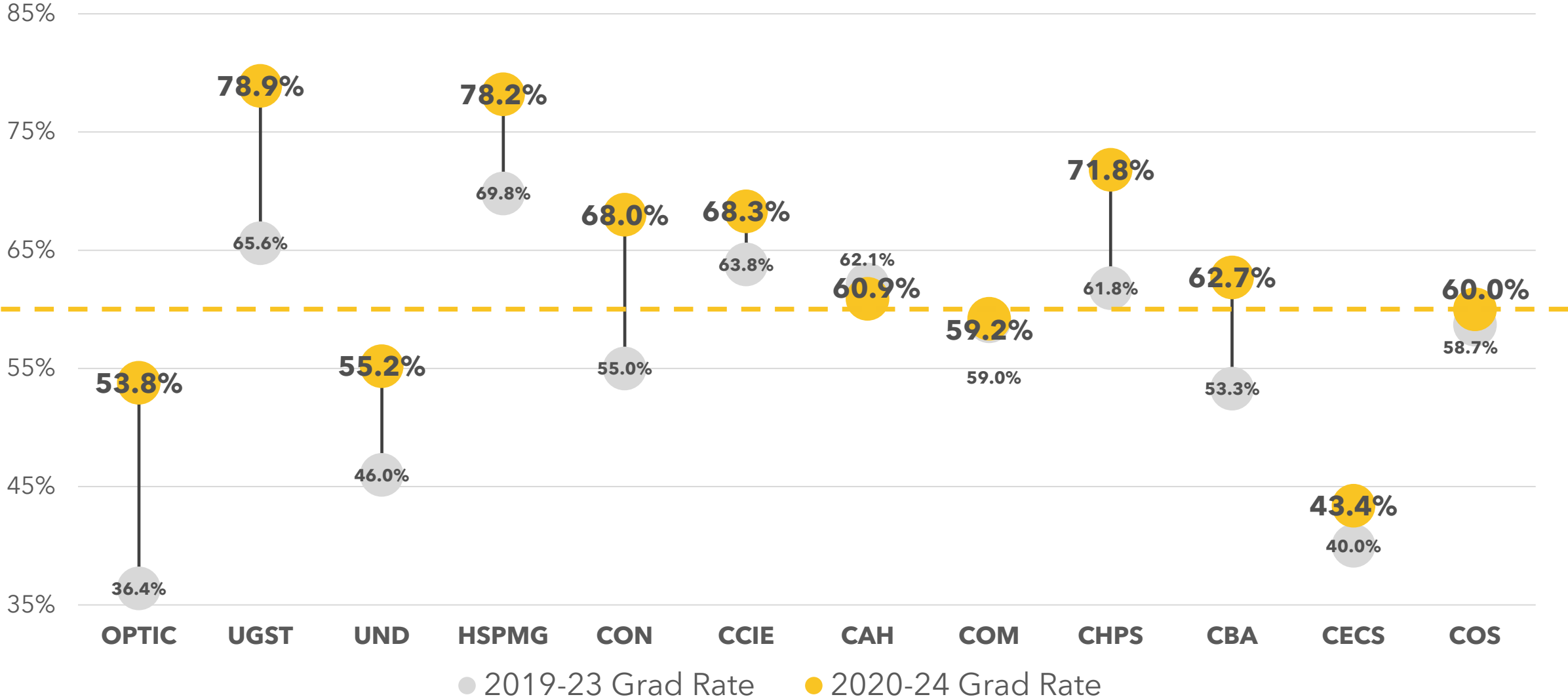
University of Central Florida Four-Year Graduation Rate,
by FTIC Summer/Fall Full-Time Cohort, 2006-2020

35.3%

35.9%

40.2%

43.6%

45.7%

47.7%

50.0%

54.8%

54.2%

58.7%

Cohort Data
Average Size: 6,424
Range: 5,833 - 7,624

Graduation Rate Analytics
-- **23.4 percentage point increase** over the last 15 years
-- **66.2 percent increase** over the last 15 years
-- **1.56 average percentage point increase** each year
-- **4.4 average percent increase** each year
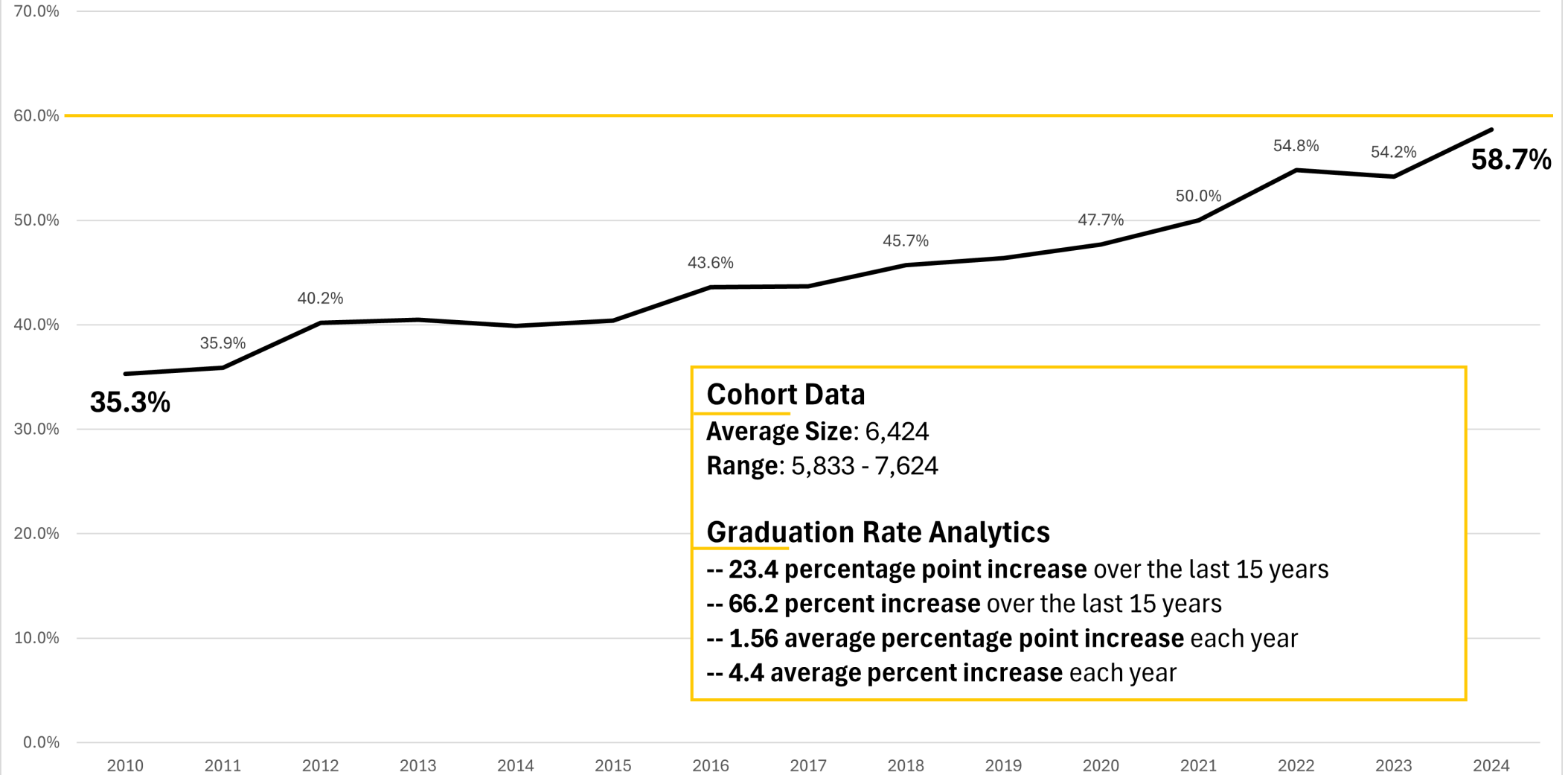
Completion Campaigns

- **Pathway Review:**

  - **Operation Summer Seats**: targeted 395 students who were 0-6 credits away from completion
  - **Operation Pivot Forward**: targeted 128 students for possible switch to completion major
  - **Spring 2024 ITGs Denied or Withdrawn**: discuss summer completion options
  - **Pegasus Path Ahead/On Time**: encouraged summer completion options

- **Auto-Graduation Review:**

  - **All Requirements Met**: targeted 160 students with no Intent to Graduate (ITG) on file
  - **Decoupled Minors**: students contacted with summer completion options
  - **Decoupled Double Majors**: students contacted with summer completion options

- **Completion and Success Review:**

  - **Waitlist Boost**: enrolled cohort students into summer courses
  - **Progress Reports**: coordinated with faculty to monitor students' progress in summer courses

Lessons Learned

- We need to institutionalize the campaigns as part of our Student Success and Well-Being model

- Monitor the performance of **_all_** student cohorts, FTIC and transfers

- Too many students in the 2020 cohort had earned too many credit hours without completing a degree

- Too many students changed majors too often during their undergraduate journey

- Pursuit of a minor or certificate can delay graduation

- Continued need to offer an adequate supply of the right courses at the right time

The Drive For Preeminence in 2024-25

- **Enhance the Care Management System through full implementation**
    - Fully deploy a team of trained Academic Success Coaches
    - Coordinate work of Academic Advocates with Academic Success Coaches
    - Engage all support staff into network of care

- **Leverage New Analytical Insights**
    - Success Profile Score and Markers (internal model developed by the Analytics and Integrated Planning team)
    - 60-Hour Check (vendor-developed model)

- **Deploy Enhanced Student Success Technology**
    - Degree Planner
    - Student facing app for myKnightStar
    - Course Forecasting tools

The Academic Success Coaching Model Advising + Coaching

- All UCF undergraduates now **assigned** to an Academic Success Coach (ASC)

- Sustained coaching relationships from **orientation to graduation**

- Combined **academic advising** + **success coaching**: goal setting, action planning, success monitoring

- **Monitoring and tracking** of students from start to finish

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The Academic Success Coaching Model
ASC - Student Ratios

Before the ASC Model

College	*Student Headcount	ASCs	**ASC-Student Ratios
CAH	5038	10	504
CBA	9118	4	2280
CCIE	4671	10	467
CECS	14479	19	762
CHPS	5789	12	482
COM	2697	4	674
CON	3340	3	1113
COS	17036	20	852
CUGS	1684	4	421
RCHM	2270	7	324
KMETC	661	6	110

99 Advisors

*Advising assignments were done on a limited basis prior to the model; for illustration of what an advisor-student ratio by college would have been, the current student headcount of 66,783 retrieved on 6.6.2024 was used.

After the ASC Model

**ASC-Student Ratios	ASCs	*Student Headcount	College
504	10	5038	CAH
651	14	9118	CBA
467	10	4671	CCIE
557	26	14479	CECS
482	12	5789	CHPS
450	6	2697	COM
477	7	3340	CON
550	31	17036	COS
421	4	1684	CUGS
324	7	2270	RCHM
165	4	661	KMETC

131 ASCs – 14 new lines + filled vacancies

*current student headcount of 66,783 retrieved on 6.6.2024

**Approximations based on division of ASCs to student headcount. May deviate slightly based on major assignments. *Will fluctuate with future enrollments.*

Academic Advocacy
Student Ratios Using Success Profile Score

Success Profile Score available for:
FTIC 21-22
FTIC 22-23   FCSAA 22-23
FTIC 23-24   FCSAA 23-24

13 Academic Advocates assigned to 10 Colleges and Undeclared

College	Student Headcount	Academic Advocate	Advocate Ratio
CAH	241		
UND	23	Sally Burnett	264
CBA	882	Brian Malcom, Ada Diaz, Vacancy	294
CECS	910	Sean DeMent, Chris Miller, Jasmin Jones	303
CHPS	294		
COM	111	Grace Gonzalez	405
CON	48		
CUGS	179	Vacancy	227
RCHM	132		
CCIE	246	Terrell Wells	378
COS	1,088	Emily Asaro, Jama Riley, Veronica Mayor	363

MILESTONES

- Model launched

- All coaches provided new training

- Completion campaigns

- Committees launched (policy and implementation, campaigns and communications, milestones, coaching syllabus, efficiencies and assessment, well-being and fun, tiger team, A-Team, Student Success Network, monthly meetings with AD's)

- 31 hires made, 17 additional in progress

- Student profile score and success dashboard developed

- Roster assignments launched in October

OPERATION FINISH STRONG

- 6,702 students in the FTIC Cohort of 2021-2022

- Using new ASC roster assignments, completed a review of every cohort students file

- Development of new reporting dashboard

- Conducting secondary review and outreach to resolve problems preventing timely graduation

- Ongoing waitlist review for cohort students

- KnightBot assistance campaign

WHAT'S NEXT

- Continuous policy review (major change, minors, waitlists, self-service, etc.)

- Roster management

- Address appointment wait times and revamp approach to walk-in hours

- 4-year degree plans

- Enhancements to degree planner

- 1-year review

- Drive to 65

- Enhance performance monitoring infrastructure and practice

QUESTIONS