Faculty Senate Meeting
Minutes of
February 20, 2014

Reid Oetjen, chair, called the meeting to order at 4:03 PM. The roll was circulated for signatures.

MINUTES
Motion to approve the minutes of January 23, 2014 was made and seconded. The minutes were approved with the amendment to remove the professor's name, department and article topic from the report on Peer Review and Public Records Law.

GUESTS
Gordon Chavis, Associate Vice President, Enrollment Services
Paige Borden, Assistant Vice President, Institutional Knowledge Management
Lucretia Cooney, Assistant Director, Faculty Relations

ANNOUNCEMENTS
Oetjen congratulated Provost Tony Waldrop on his recent appointment as President of University of South Alabama, and also congratulated Diane Chase on her appointment as Interim Provost.

REPORT OF THE PROVOST
Waldrop announced he will be leaving UCF in early April to take up his new position. He announced that the search for a new dean of the College of Nursing has been delayed. In response to a question about departments receiving their budget information, he said that departments received the bulk of their budget information already; only a small amount was delayed.

OLD BUSINESS
None.

NEW BUSINESS
Top 10 Knights – Gordon Chavis
Chavis discussed UCF's new Top 10 Knights program. It provides any student in the top ten percent of a high school's class guaranteed admission to UCF, when certain basic requirements are met. The creation of the program was spurred by demographic data for future incoming classes and good retention figures for this group. It follows undergraduate enrollment objectives of reducing anxiety for applicants and their families, providing opportunity and access, and rewarding academic achievement. Chavis reported that enrollment has been flat the last two years, but is expected to grow by 2-3% per year in the future if funding is available. He said that recent changes in the Bright Futures program may influence enrollment.

Performance Metrics – Paige Borden
Due to an initiative by the Board of Governors, UCF must provide annual reports of data to the BOG. A new part of this is a system of ten metrics; the first eight apply to all universities, the last two are specific for UCF. Each university is scored on excellence and improvement. UCF achieved 34 points out of 50, tied for third in the state. Schools that score below a threshold of 26 points are penalized through their funding. Many questions arise with this new procedure, and the legislature still needs to vote on the final model. Borden said that students who take credits in excess of 110%

of their degree total are penalized with higher tuition and that the higher the number of these students, the lower the university is scored. More information is available on the Institutional Knowledge Management website.

Resolution 2013-2014-2 Compliance Check for Awards Programs *(from Personnel)*
Mason Cash, chair of the Personnel Committee, provided background information on the resolution. He briefly discussed the provost's rationale for not approving the earlier version of the resolution, passed by the Senate in 2012-2013, and discussed the changes that were made from that version. Discussion followed. A friendly amendment was made to add "establish a procedure to either allow for or" after "selection committee" in the Be It Resolved clause. A friendly amendment was made to add the phrase "college criteria committee, where it exists, or selections committee, where it doesn't," in place of the phrase "College Selection Committee" in the Be It Resolved clause. Both friendly amendments accepted. The motion to approve the resolution carried. The resolution as approved read:

Resolution 2013-2014-2 Compliance Check for Awards Programs

Whereas, the TIP, RIA, and SoTL programs are designed to identify excellence in teaching, research, and SoTL areas; and

Whereas, the TIP, RIA, and SoTL programs require that faculty submit a substantial folder regarding teaching, research or SoTL areas; and

Whereas, each award is administered by a different committee, many at the College level, and thus each Committee applies award criteria according to its own procedures; and

Whereas, small formatting errors in the submission of the folder (e.g. 501 words vs. 500, not obscuring information about Faculty Annual Review categories other than teaching for TIP) have caused faculty who are otherwise excellent candidates to be excluded from consideration; therefore

Be It Resolved that each ~~College Selection Committee~~ <u>college criteria committee, where it exists, or selections committee, where it doesn't, establish a procedure to either allow for or</u> give candidates the opportunity to correct such errors, if they are identified, within a reasonable period of time, so as to avoid rejecting candidates, for non-substantive reasons, from eligibility to be considered.

Resolution 2013-2014-3 SoTL Eligibility *(from Personnel)*
Cash provided background information on the resolution. He briefly discussed the provost's rationale for not approving the earlier version of the resolution, passed by the Senate in 2012-2013, and discussed the changes that were made from that version. Lengthy discussion followed on who should be eligible for the award and how faculty should be defined in the resolution. Motion made to amend the Be It Resolved clause to change the criterion to "all UCF faculty as defined as general faculty by the Faculty Constitution" Motion seconded. After discussion, the motion was withdrawn. Motion made to amend the Be It Resolved clause to change the criterion to "all faculty ranks within the following classifications: Professor, Instructor, Lecturer, Librarian, including clinical and research faculty,".

A call was made for quorum count. Quorum was not reached. All voting business was closed.

At the close of voting business, the resolution, including the motion on the table, read:

Resolution 2013-2014-3 SoTL Eligibility

> **Whereas,** the SoTL program rewards scholarship of teaching and learning; scholarship that can benefit the university community in many ways; and
>
> **Whereas**, the first of three eligibility criteria currently requires "full-time 9 or 12 month appointment as an instructor or as a professor, associate professor, or assistant professor", yet UCF faculty have other titles not on this list (e.g. Associate and Senior Lecturer, Associate and Senior Instructor); and
>
> **Whereas**, many other full time UCF faculty, such as librarians, can make a substantial contribution to the scholarship of teaching and learning; therefore
>
> **Be It Resolved that** the restrictive criterion for eligibility to apply for a SoTL award, in Section III.1, to faculty with the title of Instructor, Lecturer, Assistant Professor, Associate Professor or Professor should be removed. This criterion should read: "~~all UCF Faculty with a full-time 9 or 12 month appointment~~ **all faculty ranks within the following classifications: Professor, Instructor, Lecturer, Librarian, including clinical and research faculty,** are eligible to apply for this award"**.

COMMITTEE REPORTS

Budget and Administrative Committee - Robert Cassanello
The committee has invited Lynn Gonzalez to the next meeting to discuss the budget.

Personnel Committee – Mason Cash
The committee approved the resolutions brought forward to the Senate. The committee met with representatives from Facilities and Safety about faculty concerns.

Parking Advisory Committee
Oetjen reported that he raised the issue of hangtag and decal price equalization with the BOT Finance and Facilities Committee. He will be meeting with Curt Sawyer to discuss this.

Undergraduate Council – William Self
The UPCC discussed the upcoming implementation of the 3+3 program with the Florida State law school. The committee discussed the Pre-Health and Pre-Law Advising office.

Graduate Council – Jim Moharam
The committees continue to meet to conduct normal business.

ADJOURNMENT
The meeting was adjourned at 5:49 p.m.

Resolution 2013-2014-2 Compliance Check for Awards Programs

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Whereas, the TIP, RIA, and SoTL programs require that faculty submit a substantial folder regarding teaching, research or SoTL areas; and

Whereas, each award is administered by a different committee, many at the College level, and thus each Committee applies award criteria according to its own procedures; and

Whereas, small formatting errors in the submission of the folder (e.g. 501 words vs. 500, not obscuring information about Faculty Annual Review categories other than teaching for TIP) have caused faculty who are otherwise excellent candidates to be excluded from consideration; therefore

Be It Resolved that each College Criteria Committee, where it exists, or College Selection Committee, where it doesn't, establish a procedure to either allow for or give candidates the opportunity to correct such errors, if they are identified, within a reasonable period of time, so as to avoid rejecting candidates, for non-substantive reasons, from eligibility to be considered.

Approved by the Faculty Senate on February 20, 2014.