

MEMORANDUM

Date: January 30, 2014
TO: Members of the Steering Committee
FROM: Reid Oetjen
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on February 6, 2014**

Meeting Date: Thursday, February 6, 2014
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: College of Arts and Humanities, Room 192

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Minutes of January 9, 2014**
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
None.
7. **New Business**
 - GEP Update – *Elliot Vittes*
 - Resolution 2012-2013-10 Compliance Check for Awards Programs (Revised) (*from Personnel*)
 - Resolution 2012-2013-12 SoTL Eligibility (Revised) (*from Personnel*)
 - Resolution on Great Colleges to Work For Program (*from Personnel*)
8. **Committee Reports**
 - Budget and Administrative Committee – *Tom Wu*
 - Graduate Council – *Jim Moharam*
 - Parking Advisory Committee – *Bernardo Ramirez*
 - Personnel Committee – *Robert Wood*
 - Undergraduate Council – *Deborah Breiter*
9. **Other Business**
10. **Adjournment**

Faculty Senate Steering Committee Meeting
Minutes of
January 9, 2014

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

MINUTES

Motion to approve the minutes of November 7, 2013 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Scott Cole, Vice President, General Counsel
Lyman Brodie, Associate Vice Provost, Faculty Relations
Paige Borden, Assistant Vice President, Institutional Knowledge Management
Ross Hinkle, Dean, Graduate College
Zachary Lampman, Student Government Association

ANNOUNCEMENTS

None.

REPORT OF THE PROVOST

Tony Waldrop, provost and executive vice president, reported that the search for the dean of the College of Nursing has begun. As a transition into retirement, Ed Neighbor is stepping down from his vice provost position. He will remain half-time as the director of space planning and utilization. Ross Hinkle announced that the search for the associate dean of Graduate Studies is nearing its end.

Waldrop distributed a handout of several charts and graphs with further details on the university finances. He spoke again about his conservatism in spending university reserves, given that revenue fell below expenses in 2012 and 2013 and many of the reserve funds are needed.

OLD BUSINESS

None.

NEW BUSINESS

Retention and graduation initiatives – Paige Borden

Borden distributed a handout, and spoke about three areas of the Student Success Initiative: big data, degree support, and interventions. The overall goal is to increase student completion rates, reduce time to degree, and minimize excess credit hour accumulation. Analysis from Civitas Insight Analytics will be used to assist, rolling out in spring 2014. The Predictive Analytics Reporting (PAR) Framework will be used to improve student retention. Students now have a more convenient way to access degree audits in MyUCF. The committee voted to invite Borden to speak at the next Faculty Senate meeting.

Public records requests and peer review – Scott Cole

Cole gave a summary of a legal case involving James Wright, faculty member in Sociology. He has been editing a journal since 1978, and recently has come under challenge regarding the peer review panel for an article in 2012 about the children of homosexual parents. In response to a public records request, UCF provided 15,000 emails, but did not release the names of the reviewers. Cole is working to protect UCF and Wright on two fronts: the lawsuit to keep the names of reviewers confidential is being defended, and legislation is being introduced to exempt peer review information from the public records act.

Online Syllabi – Zachary Lampman

Lampman distributed a handout regarding online syllabi. The SGA would like syllabi for courses to be posted online in advance, so that students may find out details about courses before registering for them. After discussion, Koons moved to refer this matter to UPCC and Graduate Council; Folger seconded. Discussion followed. The question was called. Motion to call the question seconded and carried. Motion to send the issue to the committees carried.

COMMITTEE LIAISON REPORTS

Undergraduate Council – Deborah Brieter reported on the new tracks and minors approved. No other reports were presented.

OTHER BUSINESS

Oetjen sought the committee's approval to invite representatives from the UCF Bookstore to talk to the Senate about the new faculty text book hotline. He also discussed inviting Todd Stansbury to the Senate to discuss university athletics and academics.

ADJOURNMENT

The meeting was adjourned at 5:40 PM.

General Education Program (GEP) Courses (36 credit hours required)

(Some majors require a specific course or a higher level course in some areas.
Consult your major requirements and advisor.)

Satisfactorily complete one course in each of the twelve numbered areas... 36 hours

A. Communication Foundation 9 hours

- | | |
|--|--------|
| 1. ENC 1101 Composition I | 3(3,0) |
| 2. ENC 1102 Composition II PR:ENC 1101 | 3(3,0) |
| 3. SPC 1608 Fundamentals of Oral Communication | 3(3,0) |
| SPC 1603 Fundamentals of Technical Presentations | 3(3,0) |
| COM 1000 Introduction to Communication | 3(3,0) |

Note: Any student who successfully completes a course with an ENC prefix for which ENC 1101 is an immediate prerequisite shall be considered to have completed state's communication core.

B. Cultural and Historical Foundation 9 hours

- | | |
|--|-------------------|
| 1. EUH 2000 Western Civilization I | 3(3,0) |
| EUH 2001 Western Civilization II | 3(3,0) |
| HUM 2020 Encountering the Humanities | 3(3,0) |
| HUM 2210 Humanistic Tradition I | 3(3,0) |
| HUM 2230 Humanistic Tradition II | 3(3,0) |
| AMH 2010 U.S. History: 1492-1877 | 3(3,0) |
| AMH 2020 U.S. History: 1877-present | 3(3,0) |
| WOH 2012 World Civilization I | 3(3,0) |
| WOH 2022 World Civilization II | 3(3,0) |
| 2. ARH 2050 History of Western Art I | 3(3,0) |
| ARH 2051 History of Western Art II | 3(3,0) |
| MUL 2010 Enjoyment of Music | 3(3,0) |
| THE 2000 Theatre Survey | 3(3,0) |
| FIL 1000 Cinema Survey | 3(3,0) |
| REL 2300 World Religions | 3(3,0) |
| PHI 2010 Introduction to Philosophy | 3(3,0) |
| LIT 2110 World Literature I | 3(3,0) |
| LIT 2120 World Literature II | 3(3,0) |

3. Take one additional course from either B1 or B2.

C. Mathematical Foundation 6 hours

- | | |
|--|--------|
| 1. MAC 1105C College Algebra | 3(3,0) |
| MAC 2311C Calculus with Analytic Geometry I | 4(3,2) |
| MGF 1106 Finite Mathematics | 3(3,0) |
| MGF 1107 Explorations in Mathematics | 3(3,0) |
| 2. CGS 1060C Introduction to Computer Science | 3(3,0) |
| STA 1063C Basic Statistics using Microsoft Excel | 3(3,0) |
| STA 2014C Principles of Statistics | 3(3,0) |
| STA 2023 Statistical Methods I | 3(3,0) |

Note: Any student who successfully completes a mathematics course for which one of the general education core course options in mathematics is an immediate prerequisite (MAC 1105, MAC 2311C, MGF 1106, MGF 1107, or STA 2023) shall be considered to have completed the state's of the mathematics core.

D. Social Foundation 6 hours

- | | |
|--|--------|
| 1. ECO 2013 Principles of Macroeconomics | 3(3,0) |
| ECO 2023 Principles of Microeconomics | 3(3,0) |
| POS 2041 American National Government | 3(3,0) |
| AMH 2020 U.S. History: 1877-present | 3(3,0) |
| 2. PSY 2012 General Psychology | 3(3,0) |

| | |
|------------------------------------|--------|
| SYG 2000 Introduction to Sociology | 3(3,0) |
| ANT 2000 General Anthropology | 3(3,0) |

E. Science Foundation6 hours

| | |
|---|--------|
| 1. AST 2002 Astronomy | 3(3,0) |
| PSC 1121 Physical Science | 3(3,0) |
| PHY 2048C Physics for Engineers and Scientists I | 4(3,3) |
| PHY 2053C College Physics I | 4(3,3) |
| CHM 1020 Concepts in Chemistry | 3(3,0) |
| CHM 2045C Chemistry Fundamentals I | 4(3,1) |
| PHY 2020 Concepts of Physics | 3(3,0) |
| 2. BSC 1005 Biological Principles | 3(3,0) |
| BSC 1050 Biology and Environment | 3(3,0) |
| BSC 2010C Biology I | 4(3,2) |
| GLY 1030 Geology and its Applications | 3(3,0) |
| GEO 1200 Physical Geography | 3(3,0) |
| ANT 2511 The Human Species | 3(3,0) |
| MCB 1310 Intro to Biotechnology and Genetic Engineering | 3(3,0) |
| EVR 1001 Introduction to Environmental Science | 3(3,0) |

Note: Any student who successfully completes a natural science course for which one of the general education core course options in natural science is an immediate prerequisite shall be considered to have completed the state's natural sciences core.

In the new GEP, but not offered at UCF:

- ARH x000 Art Appreciation
- LIT x000 Introduction to Literature
- ESC x000 Introduction to Earth Science
- BSC x085 Anatomy and Physiology I

Color code

- Red: Courses in the new GEP already in the existing main GEP
- Purple/Blue: Courses in the new GEP already in the existing GEP as alternatives
- Green: Courses in the new GEP that were not in the existing GEP
- Brown: The move of AMH 2020 from a humanities to a social science area
- Light blue: Notes about math and natural science sections
- Orange: New course created for the new GEP

General Education Program (GEP) Courses (36 credit hours required)

(Some majors require a specific course or a higher level course in some areas. Consult your major requirements and advisor.)

Satisfactorily complete one course in each of the twelve numbered areas..... 36 hours

A. Communication Foundation..... 9 hours

- 1. ENC 1101 Composition I ^{1, 2}.....3(3,0)
- 2. ENC 1102 Composition II PR:ENC 1101 ^{1, 2}.....3(3,0)
- 3. SPC 1608 Fundamentals of Oral Communication3(3,0)
- SPC 1603 Fundamentals of Technical Presentations3(3,0)
- COM 1000 Introduction to Communication3(3,0)

B. Cultural and Historical Foundation..... 9 hours

- 1. EUH 2000 Western Civilization I ².....3(3,0)
- EUH 2001 Western Civilization II ².....3(3,0)
- HUM 2210 Humanistic Tradition I ².....3(3,0)
- HUM 2230 Humanistic Tradition II3(3,0)
- AMH 2010 U.S. History: 1492-1877 ².....3(3,0)
- AMH 2020 U.S. History: 1877-present ².....3(3,0)
- WOH 2012 World Civilization I ².....3(3,0)
- WOH 2022 World Civilization II ².....3(3,0)
- 2. ARH 2050 History of Western Art I3(3,0)
- ARH 2051 History of Western Art II3(3,0)
- MUL 2010 Enjoyment of Music3(3,0)
- THE 2000 Theatre Survey.....3(3,0)
- FIL 1000 Cinema Survey.....3(3,0)
- REL 2300 World Religions3(3,0)
- PHI 2010 Introduction to Philosophy3(3,0)
- LIT 2110 World Literature I PR: ENC 1102 ².....3(3,0)
- LIT 2120 World Literature II PR: ENC 1102 ².....3(3,0)

3. Take one additional course from either B1 or B2.

C. Mathematical Foundation..... 6 hours

- 1. MAC 1105C College Algebra ².....3(3,0)
- MGF 1106 Finite Mathematics ².....3(3,0)
- 2. CGS 1060C Introduction to Computer Science ².....3(3,0)
- STA 1063C Basic Statistics using Microsoft Excel ².....3(3,0)
- STA 2014C Principles of Statistics ².....3(3,0)

D. Social Foundation..... 6 hours

- 1. ECO 2013 Principles of Macroeconomics3(3,0)
- ECO 2023 Principles of Microeconomics3(3,0)
- POS 2041 American National Government.....3(3,0)
- 2. PSY 2012 General Psychology.....3(3,0)
- SYG 2000 Introduction to Sociology3(3,0)
- ANT 2000 General Anthropology3(3,0)

E. Science Foundation..... 6 hours

- 1. AST 2002 Astronomy PR: High School Algebra or MAC 1105C3(3,0)
- PSC 1121* Physical Science PR: High School Algebra or MAC1105C.....3(3,0)
- PHY 2053C College Physics I: MAC 1105C and MAC 1114C4(3,3)
- CHM 1020 Concepts in Chemistry PR: High School Algebra3(3,0)
- 2. BSC 1005* Biological Principles.....3(3,0)
- BSC 1050* Biology and Environment.....3(3,0)
- GLY 1030 Geology and its Applications.....3(3,0)
- GEO 1200* Physical Geography.....3(3,0)
- ANT 2511 The Human Species.....3(3,0)
- MCB 1310 Intro to Biotechnology and Genetic Engineering3(3,0)

*A one credit laboratory is also available for this course.

¹A grade of "C-" (1.75) or better is required in this course.

²A grade of "C-" (1.75) or better satisfies three hours of the Gordon Rule requirement.

- Demonstrate an ability to assess the extent to which claims presented as "scientific" satisfy the empirical character of scientific explanations.
- Demonstrate understanding of scientific knowledge and problem solving in a physical or life science.

Substitution of Courses: General Education Program and Other Requirements

The student degree audit system is coordinated by the Office of Academic Services for the evaluation of transfer courses for the University's General Education Program and Foreign Language Proficiency requirements. When the transfer course work is entered into the UCF computer system (usually during the first semester at UCF), course descriptions and other information to provide a suffi-

cient basis for evaluation may be requested. Courses are evaluated on the basis of equivalency with the content of the courses required by the University. The evaluation conducted is entered into a computerized Degree Audit system and then is available to the colleges and departments through the University's computer network and for the student online access through myUCF at <https://my.ucf.edu>. Appeals of transfer credit decisions should be directed to Academic Services (MH 210). Substitution requests for college or major requirements are processed within those administrative offices.

Alternate Courses:

General Education Program

Courses that may be taken in substitution for the stated GEP requirements are listed below:

| GEP Requirement | Acceptable Substitutions |
|--|--|
| MAC 1105C (College Algebra) ¹ | MAC 1114C, MAC 1140C, MAC 2233, MAC 2253, MAC 2311, MAC 2312, MAC 2313 |
| MGF 1106 (Finite Mathematics) | MGF 1107 |
| PHY 2053C (Physics) | PHY 2048C, PHY 2049C, PHY 2054C |
| CHM 1020 (Chemistry) | CHM 2045C, CHM 1032, CHS 1440, CHM 2040 & CHM 2041 |
| BSC 1005 or BSC 1050 (Biology) | BSC 2010C |
| GEO 1200 (Geography) | GEO 2370 |
| CGS 1060C (Intro to Computer) ¹ | CGS 2100C, COP 2500C, COP 3502C, COT 3100C |
| STA 2014C (Statistics) | STA 2023, STA 3032 |
| THE 2000 (Theatre) | THE 2020 |
| FIL 1000 (Cinema Survey) | FIL 2030, FIL 3036, FIL 3037 |
| MUL 2010 (Enjoyment of Music) | MUH 2017, MUH 2019, MUH 3212, MUL 2016, MUL 2720 |

¹For all of the acceptable substitutions in this GEP requirement, a grade of "C-" (1.75) or better satisfies three hours of the Gordon Rule requirement.

Diversity Requirement

The University recognizes that communities are comprised of, and enriched by, people of diverse backgrounds. The study of diversity is encouraged to promote an understanding of the needs of individuals, the University, and society. Thus, all students completing their first bachelor's degree from UCF must complete at least one course that explores the diverse backgrounds and characteristics found among humans, including: race/ethnicity, gender, social class/caste, religion, age, sexual orientation, and level of physical ability.

Students are exempt from this requirement if they have completed an Associate of Arts degree or the General Education Program at a Florida College System institution or public state university. Students who have previously completed a baccalaureate degree also are exempt.

The requirement is satisfied by the successful completion of a diversity course selected from the following list. Additional courses may be approved subsequently by the Common Program Oversight Committee, so students should consult their departmental advisor for the most current listing.

General Education Courses:

- ENC 1102 Composition II
- SPC 1608 Fundamentals of Oral Communication
- SYG 2000 Introduction to Sociology
- ANT 2000 General Anthropology
- POS 2041 American National Government
- PSY 2012 General Psychology
- WOH 2022 World Civilization II
- LIT 2120 World Literature II

Other Courses:

- AMH 3422 Frontier Florida
- AMH 3425 Sunbelt Florida
- AMH 3562 Women in American History II

Florida Statutes 1007.25(3) and forthcoming BOG Regulation 8.005

- Beginning in Fall term, 2005, students entering a state university as a first-time student (at any postsecondary institution) must complete one standardized statewide course from each of five areas, for a total of fifteen credit hours.
- The remaining courses and credits to fulfill the 36-hour GEP are at the discretion of the local state university.
- The GEP is required for the baccalaureate degree.
- Statewide Course Numbering System credit taken and transferred by a Florida College System student shall be treated the same as for native university students.
- Any other course credit accepted by a Florida College System institution or state university and applied to the general education core shall be accepted as meeting core requirements at the receiving university.
- All other credit earned by other transfer students shall be evaluated by the receiving institution on a course-by-course basis to determine core equivalency.
- Institutions must recognize credit earned through an acceleration mechanism in Section 1007.27, Florida Statutes, and Board of Governors Regulation 6.006 as meeting the related general education core course requirement.

A. Communication (1 course) -- Communication Foundation at UCF

- ENC X101 English Composition I or
- a course with an ENC prefix for which ENCX101 is the direct prerequisite

B. Humanities (1 course) -- Cultural and Historical Foundation at UCF

Complete one of the following courses in Humanities:

- ARH X000 Art Appreciation or
- HUM X020 Introduction to Humanities or
- LIT X000 Introduction to Literature or
- MUL X010 Introduction to Music Literature/Music Appreciation or
- PHI X010 Introduction to Philosophy or
- THE X000 Theatre Appreciation

C. Mathematics (1 course) -- Mathematical Foundation at UCF

Complete one of the following courses in Mathematics:

- MAC X105 College Algebra or
- MAC X311 Calculus I or
- MGF X106 Liberal Arts Mathematics I or
- MGF X107 Liberal Arts Mathematics II or
- STA X023 Statistical Methods or
- a mathematics course for which one of the above general education core course options in mathematics is the direct prerequisite

D. Social Sciences (1 course) -- Social Foundation at UCF

Complete one of the following courses in Social Sciences

- AMH X020 Introductory Survey Since 1877 or
- ANT X000 Introduction to Anthropology or
- ECO X013 Macroeconomics or
- POS X041 American Government or
- PSY X012 Introduction to Psychology or
- SYG X000 Principles of Sociology

E. Natural Sciences (1 course) -- Science Foundation at UCF

Complete one of the following courses in Natural Sciences:

- AST X002 Descriptive Astronomy or
- BSC X005 General Biology or
- BSC X010 General Biology I or
- BSC X085 Anatomy and Physiology I or
- CHM X020 Chemistry for Liberal Studies or
- CHM X045 General Chemistry I or
- ESC X000 Introduction to Earth Science or
- EVR X001 Introduction to Environmental Science or
- PHY X020 Fundamentals of Physics or
- PHY X048 General Physics with Calculus or
- PHY X053 General Physics I or
- a natural science course for which one of the above general education core course options in natural science is the direct prerequisite

Resolution 2012-2013-10 Compliance Check for Awards Programs (Revised)

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 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 2012-2013-12 SoTL Eligibility (Revised)

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 are eligible to apply for this award**".

Note: the intention is to include librarians, too. Our understanding is that Librarians are also 12 month Faculty. If this does not apply to Librarians, then the full list of titles might need to be substituted. We'd consider that a friendly amendment.

Resolution: To encourage implementation of the Chronicle of Higher Education Great Colleges to Work For Program.

Whereas, the University of Central Florida aspires to reach Carnegie Foundation Research I status; and

Whereas, to achieve this status the University must strive to attract and retain quality faculty; and

Whereas, the Great Colleges to Work For program, sponsored by the Chronicle of Higher Education, provides administrators with an assessment of the quality of the workplace experience and the competitiveness of the University's policies and benefits; and

Whereas, participation in this program would indicate that the UCF administration is concerned with addressing faculty morale and improving UCF's standing as a "Great College to Work For"; and

Whereas, registering in the program is simple, and the program is free to participate, and provides benchmarking data; therefore

Be It Resolved that the Faculty Senate of the University of Central Florida urges the University of Central Florida to join the Great Colleges to Work For program, or another similar instrument to achieve this purpose, and to share the results with the appropriate committees of the Faculty Senate, with the goal of using this information to work with the Faculty Senate in a genuine spirit of shared governance to improve and strengthen the workplace environment at the University of Central Florida.