



Faculty Senate

Steering Committee

Minutes for meeting of Thursday, January 4, 2024, 3:00 pm

Location: In person in the Charge on Chamber, Student Union Room 340

Recording Link: https://ucf.zoom.us/rec/share/j0AA7IMcx8B50-KbxKlgVH9huKH0wdSpBf5Wgqvki_4cUUeXGBgKHCa6cPI_zdZU.LbZaQBPgc9XJehg

Passcode: NU\$cpn\$1

- 1) Quorum reached and Chair King called the meeting to order at 3:01 pm
- 2) Roll Call via Qualtrics. Faculty Senate Chair Stephen King, Vice Chair Keri Watson, and Acting Past Chair William Self were present.
(See meeting materials Attachment A for list of participants)
- 3) [00:01:05] Approval of Minutes of November 16, 2023 - Approved.
- 4) Recognition of guests
 - a) Joe Harrington, Interim Associate Vice President for Research and Scholarship
 - b) Jana Jasinski, Vice Provost, Faculty Excellence
 - c) Joe Adams, Senior Communications Director
 - d) Kevin Yee, Director of Faculty Center for Teaching & Learning
 - e) Lucretia Cooney, Associate Director for Faculty Excellence
- 5) Announcements
- 6) [00:01:18] Report of the Senate Chair–
 - Any new Bylaw Resolutions need to be brought to Steering by February 1st
 - Other resolutions should be brought to Steering By Feb 29th.
 - We will be forming the Nominating committee at the Feb 1st steering meeting.
 - March 28th Steering meeting will be taking place at the Lake Nona Campus.
 - The senate office is scheduling the college Senator meetings.
 - The next BOG meeting is one week after Senate's January 18th meeting.
(For full report, please see attachment B.)
- 7) [00:05:14] Report of the Provost – Vice Provost Jana Jasinski spoke on Provost Johnson's behalf.
 - The fourth COACHE faculty job satisfaction survey will be given soon. Survey will go to all UCF tenure and tenure-earning faculty, instructors, and lecturers.
 - Expansion of Interfolio software tools for faculty.
 - SB 266 and prohibited expenditures: the Florida Board of Governors may act on its proposed regulation at its January 24th meeting.
(For full report, please see attachment C)
- 8) Unfinished Business



Faculty Senate

9) [00:15:30] New Business

- a) Resolution 2023-2024-6 Approval of a Revised Student Perception of Instruction Form

Motion made to approve. FCTL Director Kevin Yee presented how the FCTL Advisory committee developed the proposed questions for SPIs. Discussion ensued. Motion made to send Resolution 2023-2024-6 to the Faculty Senate. Motion Approved.

- b) [00:29:25] Senate Agenda for January 18, 2024.

10) [00:33:20] Committee Reports –

- a) **B&A Committee:** Keri Watson, Chair of B&A Committee
- b) **IT Committee:** Joe Kider, Steering Liaison for IT Committee
- c) **Personnel Committee:** Kristina Tollefson, Steering Liaison for Personnel Committee
- d) **Research Committee:** Linda Walters, Chair of Research Council
- e) **Graduate Council:** Danny Seigler, Steering Liaison for Graduate Council
- f) **Undergraduate Council:** Tina Chiarelli, Chair of UCRC, Steering Liaison for Undergraduate Council

The Steering Committee heard reports from each of the committees.

11) Other Business

- a) There was discussion of the number, breadth, and time commitment of training and compliance programs full time faculty as well as Adjunct faculty need to do each year. B&A committee will initially look into this and then report back to steering.

12) [00:54:35] Adjournment: 4:00 pm.

Reviewed and submitted for approval by

Kristine J. Shrauger 01/17/2024

Kristine J. Shrauger

2022-2023 Steering Committee Attendance

Last Name	First Name	08/24/23	09/21/23	10/19/23	11/16/23	01/04/24	02/01/24	02/29/24	03/28/24	Total Meetings Attended
Faculty Senate Leadership										
King	Stephen	1	1	1	1	1				5
Watson	Keri	1	1	1	1	1				5
Shrauger	Kristine	1	1	1	1					4
Self	William	1	1	1	1	1				5
College of Arts and Humanities										
Cash	Mason	1	1	1	1	1				5
Tollefson	Kristina	1	1	1	1	1				5
College of Business Administration										
Gallo	James	1	1	1	1	1				5
College of Community Innovation and Education										
Seigler	Daniel	1	1	1	1					4
College of Engineering and Computer Science										
Kauffman	Jeffrey	1	1		1	1				4
Proctor	Michael	1	1	1	1	1				5
College of Graduate Studies										
Kider	Joe	1	1	1		1				4
College of Health Professions and Sciences										
Lopez Castillo	Humberto	1	1	1	1	1				5
College of Medicine										
Chiarelli	Tina	1	1	1		1				4
College of Nursing										
D'Amato-Kubiet	Leslee	1	1	1	1	1				5
College of Optics and Photonics										
Schulzgen	Axel	1	1	1	1	Sabbatical-Dogariu subbing				4
Dogariu	Aristide			*Alternate		1				1
College of Sciences										
Schulte	Alfons	1	1	1	1	1				5
Walters	Linda	1	1	1	1	1				5
Rosen College of Hospitality Management										
Semrad	Kelly	1	1	1	1					4
University Libraries										
Murphey	Missy	1	1	1		1				4
Total Present		19	19	18	16	16	0	0	0	

1=Present

*Summer meetings do not count for or against a senator's attendance

January 4th steering committee: chair announcements

Welcome back for the spring semester. I have less of a report and more of a list of announcements.

First, now that we are in the spring semester, it's time to remember that we finish up in just 3 more senate meetings before the next term of the senate begins at the April senate meeting.

One important aspect of this is that any **bylaw resolutions must be brought to steering for the February 1st steering meeting to be considered.**

Non-Bylaw resolution should hopefully come to steering by February 1st, but can also be considered if brought by February 29th.

Second, on the topic of finishing up the spring semester, I want to remind everyone that we recently updated our Bylaws sections that outline how senate officer elections take place. In terms of how this impacts this steering committee: we will have the formation of our Nominating committee be on the agenda for the February 1st steering meeting.

The nominations committee is comprised of members of the steering committee and is tasked with identifying and recruiting candidates to run for the Senate Chair, Vice Chair, and Secretary positions ahead of the April elections. Forming the Nominating committee at the February 1st steering meeting will allow them to have the time to do their work without things being rushed as has happened in the past.

Third: Our March 28th steering meeting will be occurring at the Lake Nona campus. I will be working with Dean German to identify different ways we can learn more about the campus during our on-site visit.

As an initial guess-timate, how many of you would be interested in going to Lake Nona ahead of our scheduled time to have that on-site experience?

Fourth, next week Yaneries will be contacting senators from each academic unit to set up a time for a zoom meeting with myself and other senate officers. Many senators indicated how useful these meetings were last year, and I'm looking forward to them again this year.

Last, the BOG is meeting the week after our Jan 18th senate meeting. Only then will we find out more about the status of recently approved BOG Regulations. The UCF BOT won't be meeting in late February.

Our first agenda item is consideration of Resolution 6 from the FCTL Advisory committee. Because this resolution was approved by a senate committee, our role today is either:

- to approve it to go to the full senate,
- or to send it back to the committee for further consideration

Before we dive into this, I want to share some relevant history of SPIs/SPoIS and Faculty Senate Resolutions.

The earliest Resolutions I found in our archives were from 1982 and 1983. Then more resolutions were approved in 1995 and in 2012. Those 4 resolutions all provided some form of guidance and updates to the actual questions and processes used.

The most recent Faculty Senate Resolution on SPIs was from 2018, which was multi-faceted, including calling for the creation of a task force that included the goal to: ***review questions, validity, recommend better methods to evaluate teaching, and define the role of SPoI in the evaluation.*** Some of you here may have been on the task force that was created for that purpose and that generated a report that was given to the senate.

Let's move ahead to last year where this steering committee approved a topic to have the FCTL Advisory committee utilize that exact task force report to make improvements to the SPI process, SPI questions, and related factors.

And that brings us to today, where we have a resolution approved by the FCTL Advisory committee that addresses SPIs.

UCF Faculty Senate Steering Committee Update

Thursday, January 4, 2024 | 3 to 5 p.m.

Charge On Chamber, Room 340, Student Union

- Thank you, Steve, and welcome back everyone! Happy New Year!
- Here are some updates on Provost Johnson's behalf.
- The fourth COACHE faculty job satisfaction survey is coming next month, with the timing soon to be determined. These anonymous surveys happen every three years; the last was in 2021.
- The survey will go to all UCF tenure and tenure-earning faculty, instructors, and lecturers. We'll evaluate the responses for where to focus in adjusting practices and programs. As we have done previously, when we receive the results, faculty committees will help us understand priorities to focus on and strategies to implement. Later, results will be posted on the Faculty Excellence website. We'll alert eligible faculty soon about when the survey is coming; please encourage your colleagues to participate. Your feedback matters.
- Also coming is an expansion of Interfolio software tools for faculty. We used Interfolio in the fall semester for various internal faculty awards. It went pretty well. We are gearing up to introduce it for more processes this spring, including additional internal awards, promotion and tenure and annual evaluations. Future faculty announcements about Interfolio will provide details about these processes along with training and guidance that can help.
- On SB 266 and prohibited expenditures, the Florida Board of Governors may act on its proposed regulation at its January 24th meeting. We will share more once we know more.
- Earlier today Provost Johnson sent a welcome back email highlighting resources related to academic matters as well as some key dates for the semester.
- In closing, thanks for all you do to advance our university, and Happy New Year!

Resolution 2023-2024-6
Approval of a Revised Student Perception of Instruction Form

Whereas, the UCF faculty have expressed concerns about the quality and usage of the current Student Perception of Instruction form; and

Whereas, several Faculty Senate committees, administrators, and a designated Faculty Senate Task Force have developed constructive recommendations to revise the Student Perception of Instruction form; and

Whereas, these recommendations stressed moving away from questions that asked students to rate topics they had no expertise in, questions that were out of the instructor's control, and questions that inappropriately conflated the course/instruction with the instructor; and

Whereas, the Faculty Center for Teaching and Learning Advisory Committee was assigned Faculty Senate topic 2022-2023-2 which stated: *A Student Perception of Instruction Task Force was created in response to Senate Resolution 2018-2019-12. The Task Force examined multiple aspects of the current SPol system used at UCF and delivered a report to senate in August 2020 that included several areas for potential modifications to the SPol system. That Task Force Report should be utilized to develop improvements to the SPI process, the SPI questions, and other related factors;* and

Whereas, the Faculty Center for Teaching and Learning Advisory Committee has considered the available reports, debated various options, and approved a Revised Student Perception of Instruction form; therefore

Be It Resolved, that the Faculty Senate hereby accepts and approves the proposed revisions to the Student Perception of Instruction form and transmits that Revised Student Perception of Instruction form to the Provost for incorporation into future evaluations.

Revised Student Perception of Instruction Form

1. The instructor made a clear effort to motivate and engage students
2. My instructor was available and responsive to my questions and concerns
3. I received useful and timely feedback on my performance in the course
4. The assigned content was relevant to my success in the course
5. The course improved my ability to perform in this subject
6. Overall effectiveness of the instruction

Open-Ended Questions:

1. What did you like best about how the instructor taught the course?
2. What recommendations do you have regarding the instructor's teaching approach for the course?