M E M O R A N D U M

Date: January 3, 2014

TO: Members of the Steering Committee

FROM: Reid Oetjen
                Chair, Faculty Senate

SUBJECT: **STEERING COMMITTEE MEETING on January 9, 2014**

Meeting Date: Thursday, January 9, 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** *November 7, 2013*

4. **Announcements and Recognition of Guests**

5. **Report of the Provost**

6. **Old Business**

   None.

7. **New Business**
   - Retention and graduation initiatives – *Paige Borden*
   - Online syllabi – *Zachary Lampman*
   - Freedom of Information Act – *Scott Cole*

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**

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 October 3, 2013 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS
Gordon Chavis, Undergraduate Admissions
Lyman Brodie, Faculty Relations
Lucretia Cooney, Faculty Relations
Elliot Vittes, Undergraduate Studies

REPORT OF THE PROVOST
<u>Response to Pending Resolutions</u>
Tony Waldrop, provost and executive vice president, presented his response to the resolutions passed by the 2012-2013 Faculty Senate. He is not approving Resolutions 2012-2013-5 through 2012-2013-14. The full response may be found on the attachment.

He invited questions, and in response to a question about Resolution 2012-2013-8 (Ineligibility of Administrators from TIP, RIA, and SoTL Awards), said that not all department chairs received extra compensation and he did not want to have a disincentive for someone to be a chair.

In response to a question about Resolution 2012-2013-11 (Teaching Incentive Program SCH Eligibility), Waldrop said that if the quantity screen is removed, then it is difficult to decide other factors.

Robert Folger moved to amend Resolution 2012-2013-5 (An Advisory Urging Caution in the Implementation of STEM Initiatives) to add the word "curricular" to the final sentence so that it reads as follows: *"And, furthermore, that any implementation of STEM curricular changes be undertaken only with the active involvement of the Faculty Senate, in the spirit of genuine shared governance."* The motion was seconded and passed, to be put on the next Senate agenda. The resolution as approved read:

Resolution 2012-2013-5 An Advisory Urging Caution in the Implementation of STEM
Initiatives (Revised)

Whereas, the idea of universities as unified entities encompassing and valuing all fields of higher learning is necessary to cultivate an intellectually sophisticated and civically engaged citizenry for the sake of the common good of society as a whole; and

Whereas, the science, technology, engineering, and mathematics (STEM) disciplines have always recognized and promoted incorporating a strong liberal arts foundation to STEM education in enhancing student preparation in terms of practice and accreditation; and

Whereas, the professional preparation of graduates in STEM fields has always been recognized as one important dimension of the purpose and mission of universities historically, but only as one of many similarly important dimensions; and

Whereas, some of the changes of a funding and curricular nature for the sake of increased STEM enrollments are acknowledged to be desirable for those interested in careers in those fields, to satisfy the growing need for graduates in STEM fields in our increasingly technological and scientific state; therefore

Be It Resolved that the Faculty Senate of the University of Central Florida urges the University of Central Florida administration that any plans and actions taken to emphasize placement of students in STEM fields be balanced to maintain the identity and mission of the university as an institution that embraces and fosters learning in all academic fields. And, furthermore, that any implementation of STEM curricular changes be undertaken only with the active involvement of the Faculty Senate, in the spirit of genuine shared governance.

Ida Cook moved to send resolutions 2012-2013-6 through 2012-2013-13 back to their respective committees for further consideration and possible revision. The motion was seconded and passed.

Budget Update
In response to a question about the university budget, Waldrop said that a new funding model had been established to replace the Pegasus model. The new model was not implemented because of the severity of the budget cuts, as it would have taken funds away from the colleges. Waldrop said that he does not believe that the model will work in the best interest of the university, and the administration is looking at changing the model.

NEW BUSINESS
Approval of TIP, RIA, and SOTL documents – *Lyman Brodie*
Lyman Brodie, associate vice provost for Faculty Relations, presented the documents with TIP, RIA and SoTL procedures, updated for this year. Cook moved to approve all together. The motion was seconded and passed.

Top 10% Admissions Initiative – *Gordon Chavis*
Gordon Chavis, associate vice president for Undergraduate Admissions, presented details of the new "Top 10 Knights" admission plan. The program was introduced after much study, as a way to enhance the quality of our entering class profile in a time of little or no growth.

The committee voted to invite Dr. Chavis to make his presentation to the full Senate meeting on November 20.

COMMITTEE LIAISON REPORTS

<u>Budget and Administrative</u> – Tom Wu reported that a meeting was held to plan topics of discussion.

<u>Graduate Council</u> – Jim Moharam reported that the committees are meeting to conduct regular business. Topics of discussion include the issue of continuous enrollment in the summer, and training for volunteer assistants in classes.

<u>Parking Advisory</u> – Bernardo Ramirez reported that the committee is looking at equalizing the cost of hang tags and decals, the number of faculty spots in garages, and issues with skateboards and other self-propelled devices.

<u>Personnel</u> – Robert Wood reported that the committee has not yet met.

<u>Undergraduate Council</u> – Deborah Breiter reported that the committees are meeting to conduct regular business.

ADJOURNMENT

The meeting was adjourned at 5:43 PM.

Response from Provost Waldrop to the pending resolutions from 2012-2013:

Resolution 2012-2013-5
An Advisory Urging Caution in the Implementation of STEM Initiatives

I cannot support this resolution in its current form. However, if the Senate will add one additional word (**bolded**), as noted below, I will approve.

"*And, furthermore, that any implementation of STEM* **curricular** *changes be undertaken only with the active involvement of the Faculty Senate, in the spirit of genuine shared governance.*"

Resolution 2012-2013-6
Sustained Performance Evaluations for Tenured Faculty

I cannot support this resolution for two reasons.   First, current financial resources for the university are not adequate for funding these proposed salary increases. In addition, the level of performance is not high enough to justify salary increases.

Resolution 2012-2013-7
Exclusion of Administrators from TIP, RIA and SoTL Award Committees

I cannot support this resolution. I believe those faculty who are in administrative positions are still faculty and many will return fulltime to the faculty.   As far as conflicts of interest, there are ways that these can be managed.

Resolution 2012-2013-8
Ineligibility of Administrators for TIP, RIA and SoTL awards

I cannot support this resolution. I believe those faculties who are in administrative positions are still faculty who remain engaged in research and teaching activities.   To exclude them from these awards could be seen as a disincentive to serving in administrative roles.

Resolution 2012-2013-9
Expansion of the Number of TIPs and RIAs

As with Resolution 2012-2013-6, there are not adequate financial resources to support an expansion of these programs.

Resolution 2012-2013-10
Compliance Check for Awards Programs

I recommend a Senate Committee determine the incidence of such errors and if there is a process that could check for compliance errors that would not create a heavy load of additional work. At that time, I would be willing to consider for approval.

Resolution 2012-2013-11
Teaching Incentive Program SCH Eligibility

The proposed change in TIP eligibility is broad.   It is not clear if SCH will play in role under the proposed resolution. I recommend that a committee be formed to define more precisely what is meant by "excellence in teaching" as well as a look at all aspects of TIPS.

Resolution 2012-2013-12
SOTL Eligibility

I cannot support this resolution since it would exclude faculty administrators.

Resolution 2012-2013-13
New Service Recognition Award Program

I cannot support this recommendation at this time. There is already a service award that is given each year.   However, very few nominations are received.

Resolution 2012-2013-14
Incentive for Students' Completion of the Student Perception of Instruction

It is not clear to me what incentives might work to enhance completion of the SPoIs.   In addition, we first need to determine if the new form will yield higher response rates.   I recommend a Senate committee investigate what incentives have worked for other institutions and if these could be implemented at UCF. At that time, I would be willing to consider for approval.

Student Government Association

2013-2014

Online Syllabi

Submitted by Zachary Lampman
Academic Affairs Specialist

Online Syllabi

Benefit

Students can use an Online Syllabi sources to find objective information about a specific class. It will push students away from using sites like Ratemyprofessor.com. It will help students know what is expected of them and give professors a better opportunity to express a professor's need.

Goals/Objectives

Our goal is to help students better understand the type of class they are enrolling in for the semester. Not only will this help the student, but it will help the instructor by making sure those students that don't have the time or the preference of a certain teaching style can carefully evaluate if this class/section is the best for them.

Target Audience

This initiative is targeted toward UCF students and faculty, but ideally be public information and accessible by the public.

Plan of Action

Inquiries with other schools ranging from Seminole State College to MIT have shown that it has taken multiple years to get 100% participation from faculty. We will start off small and progressively build upon the program throughout the years.

SGA's Role

Student Government has been in contact with other colleges and universities collecting information about an online syllabi program. Seminole State College has enacted this program at their college and has received positive feedback from their student body. Ultimately, SGA is trying to get this initiative brought to myUCF.edu.

SGA has concluded it would be best to create a separate website initially and to hopefully transition it to work with myUCF in the near future. We will help to start the site and work with departments to get info uploaded.

Requirements from Faculty

The idea is that faculty will be able to use this website to provide as much information that they want to include. It is completely up to them if they want to take advantage of this website. The faculty would not be required to participate, but this program has been proven to be affective among other colleges and universities. An instructor can design their modules to include or not include date specific information and other information. All information will be subject to change, but any information is better than no information.

What to Include

- Course Information
  - Subjective comments- teaching styles/class expectation
  - Course Objectives
- Instructor Information
- Textbook Information
- Grade Scale
- Policies (i.e. attendance, academic integrity, due dates, code of conduct)
- Schedule
- Class Assignments
- Syllabus Disclaimer

The website would be designed in the way you can add as many modules as you want and name them accordingly. Within each module, you can include whatever information the instructor would like to include. The suggestions listed above are just an example and not limited to them.

Faculty Senate's Role

We are coming to Faculty Senate to get the perspective of professors on this initiative, as well as deciding on different opinion to execute this initiative.

Option 1: Link this information to a module on myUCF.edu so when students are signing up for classes they can use this link to guide them.

Option 2: Make a separate website where professors upload pre-written syllabus.

Option 3: Make a separate website where professors upload a pre-written syllabus or a student can upload a syllabus from a past semester.

Option 4: Make a separate website where students can add as many modules as they want and within these modules can explain specific information about a professor's class with the permission of the professor.

   *Option 4 is the option that this proposal was built around and is the option that SGA
      believes would work the best.

UCF Retention and Graduation Initiatives

January 9, 2014
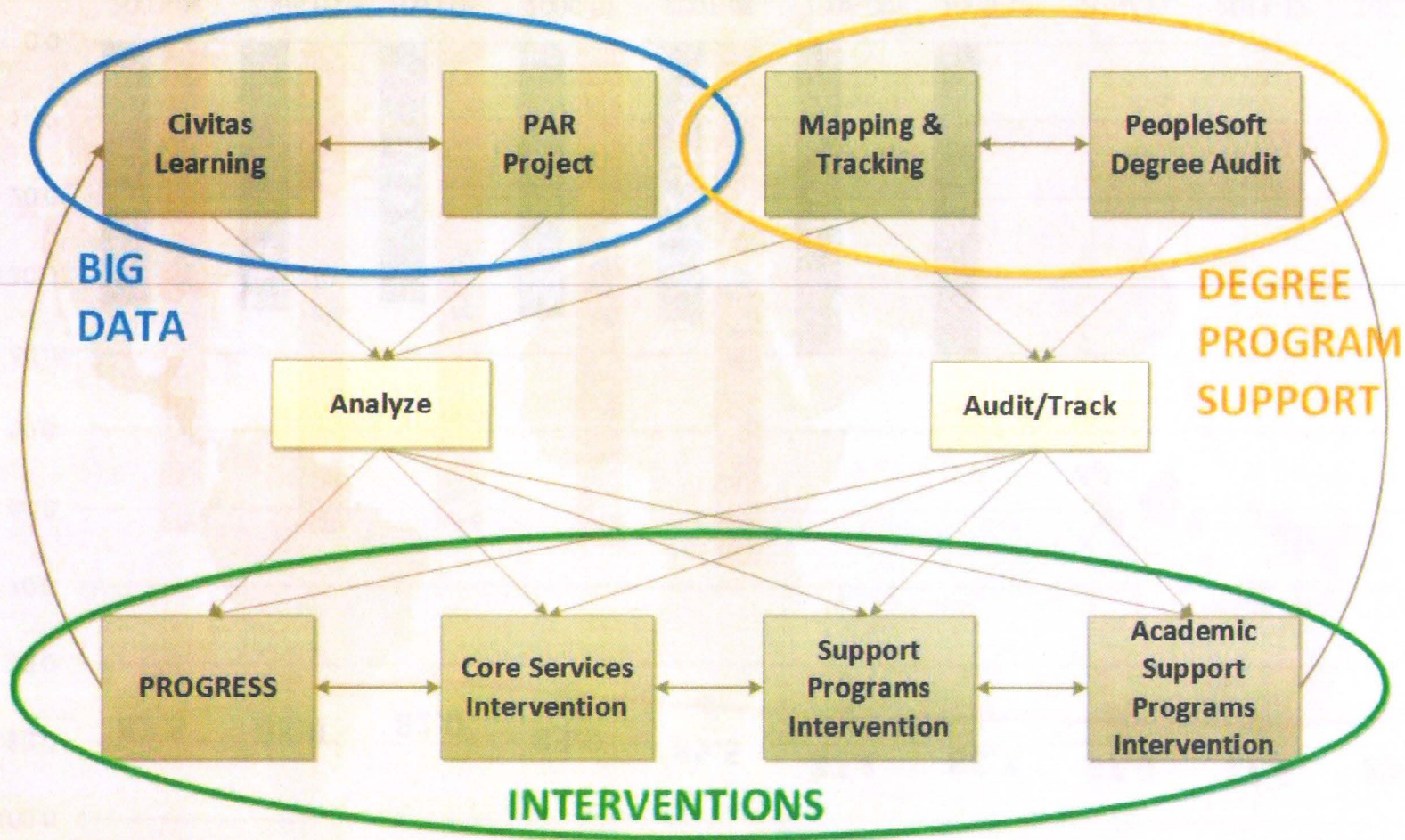
Dr. Paige Borden

Assistant Vice President, Institutional Knowledge Management

Student Success Goals

- Increase student completion rates
- Reduce time to degree
- Minimize excess credit hour accumulation
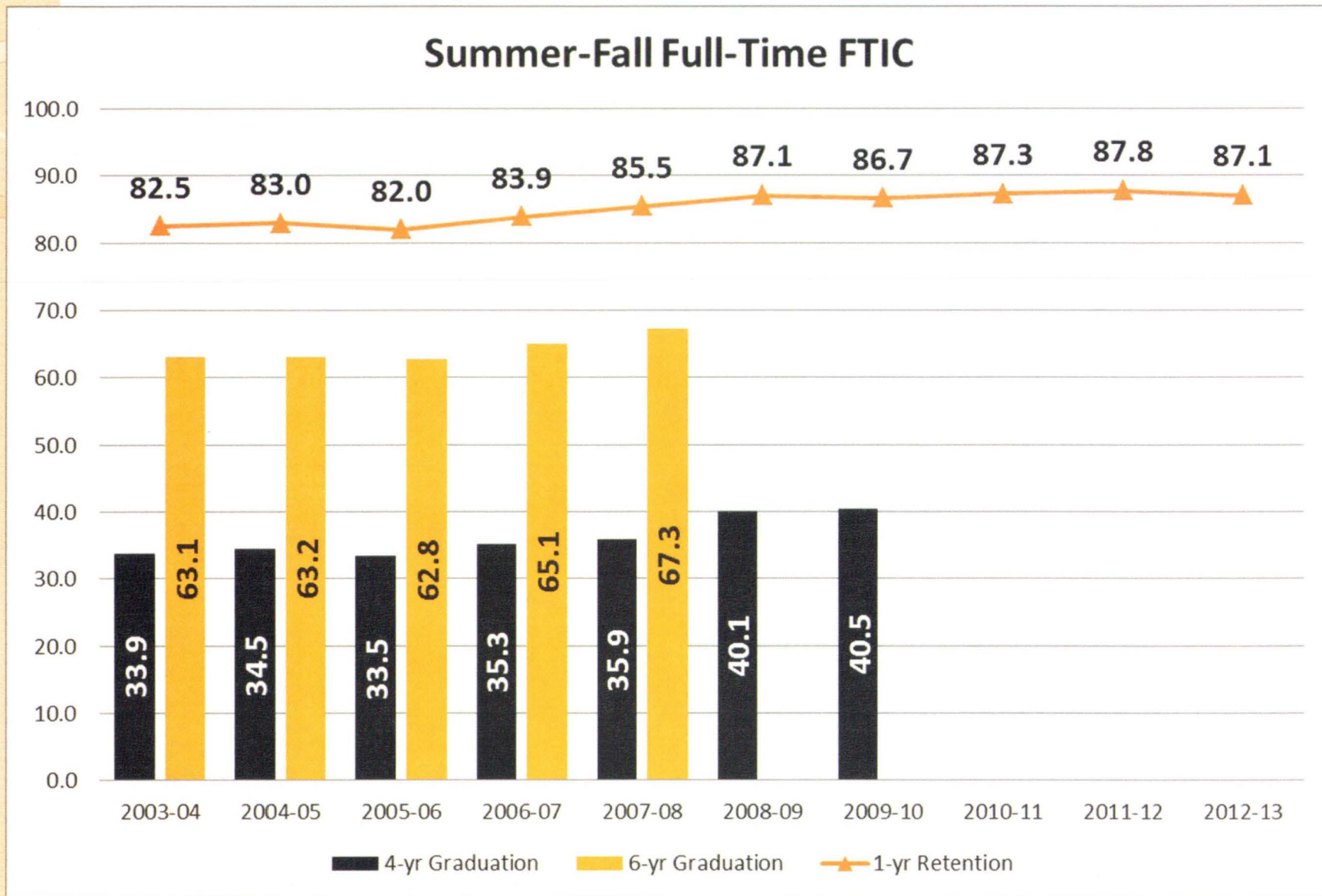
UCF STUDENT SUCCESS INITIATIVE

Project Goals
- Increase number of students attaining a degree or certificate
- Reduce time to degree
- Minimize number of student credit hours per student

Joel L. Hartman 09/04/13

P.R.O.G.R.E.S.S. – Probing to Remove Obstacles toward Graduation and Retention for Enrolled Student Success

Retention and Graduation Rates

Summer-Fall Full-Time FTIC

	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
4-yr Graduation	33.9	34.5	33.5	35.3	35.9	40.1	40.5			
6-yr Graduation	63.1	63.2	62.8	65.1	67.3					
1-yr Retention	82.5	83.0	82.0	83.9	85.5	87.1	86.7	87.3	87.8	87.1

Retention and Graduation Rates

Summer-Fall All FCS Transfer with AA

Data values shown in chart:

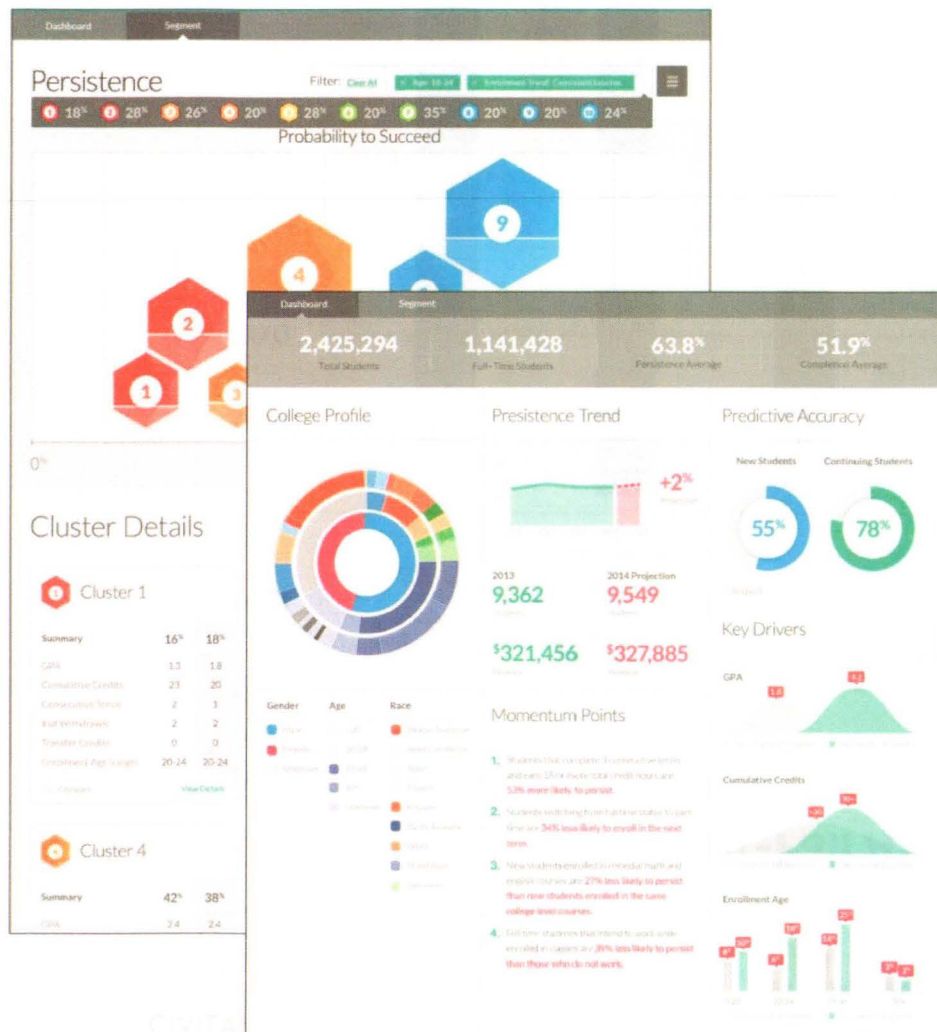|	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
2-yr Graduation	31.6	32.1	32.4	29.7	28.1	27.9	26.7	
4-yr Graduation	64.9	68.0	67.4	67.7	66.6			
1-yr Retention	77.6	79.5	78.6	79.3	79.1	79.5	79.3	79.5

CIVITAS Update

UCF INSIGHT ANALYTICS

- Student Data has been refreshed. Canvas and CRM data updates are pending.

- Insight Anaytics roll out mid-Spring 2014.

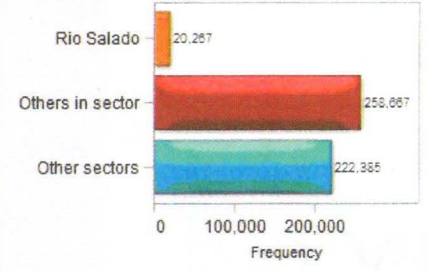- Early Warning Advisor application – beta phase late Summer 2014

PAR Update

Introduction | Enrollment at Entry | Credit Ratio
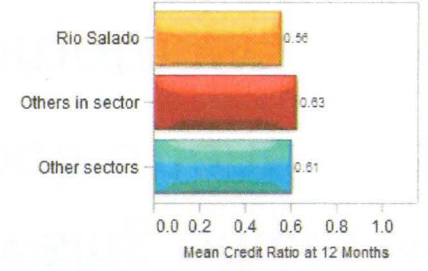
P₳R
FRAMEWORK

Credit Ratio: Are Students Successfully Completing their Courses?

This measure ranges from 0.0 to 1.0: students who earned a c or higher on all their courses have a ratio of 1.0; students with smaller ratios earned D-Fs or withdrew from some courses. The lower the ratio, the more D-Fs or withdrawals.
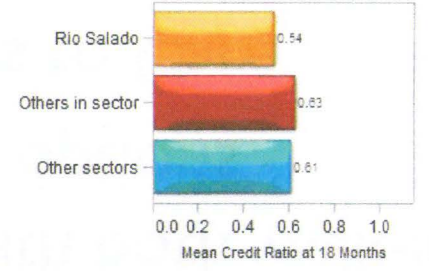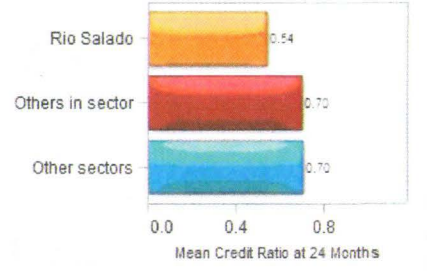
Number of Students Selected

Rio Salado	20,267
Others in sector	258,667
Other sectors	222,385

0   100,000   200,000
Frequency

Selected Students at 12 Months

Rio Salado	0.56
Others in sector	0.63
Other sectors	0.61

0.0 0.2   0.4   0.6   0.8   1.0
Mean Credit Ratio at 12 Months

Selected Students at 18 Months

Rio Salado	0.54
Others in sector	0.63
Other sectors	0.61

0.0 0.2   0.4   0.6   0.8   1.0
Mean Credit Ratio at 18 Months

Selected Students at 24 Months

Rio Salado	0.54
Others in sector	0.70
Other sectors	0.70

0.0   0.4   0.8
Mean Credit Ratio at 24 Months

Select Enrollment at Entry

Full-time/Part-time

(missing values)	Full-Time Entrant	Part-Time Entrant	Unknown

Online Status

Onground/mixed	Online only	Unknown

Credential Level Sought	▾

Entry Major	▾

Select Demographics

Adult at Entry

Adult	Traditional-age

Gender

Female	Male	Unknown

Race/Ethnicity	▾

Pell Grant Received at Entry

No Pell	Pell	Unknown

Select Readiness

Developmental Student

No Dev. Ed.	Took Dev. Ed.	Unknown

Credit Earned Prior to Entry NOTE: not populated, Data NA for reference institution

0   100

Earned GED?

GED	No GED	Unknown

Instructions: Select the student subpopulations you want to compare by: 1) selecting the attribute category above and scrolling to the addtribute; 2) selecting the desired category within the attribute. To de-select a category, click on it again, or select "clear filter" in a drop-down menu. The selection windows can be maximized to full-screen by clicking on the title to show the box icon, and then clicking on the box.
Credit Ratio Definition: Of a student's cumulative total credits attempted at the reporting institution by a given point in time, the ratio which were completed with a grade of C or better (or a passing grade at Western Governor's University).

PROGRESS

- Simple Fixes
  - Degree Audit Link
  - Advising offices with both walk-in and appointment time options
  - Promote web links to Career Services
- Development of a comprehensive financial literacy program (Financial Aid)
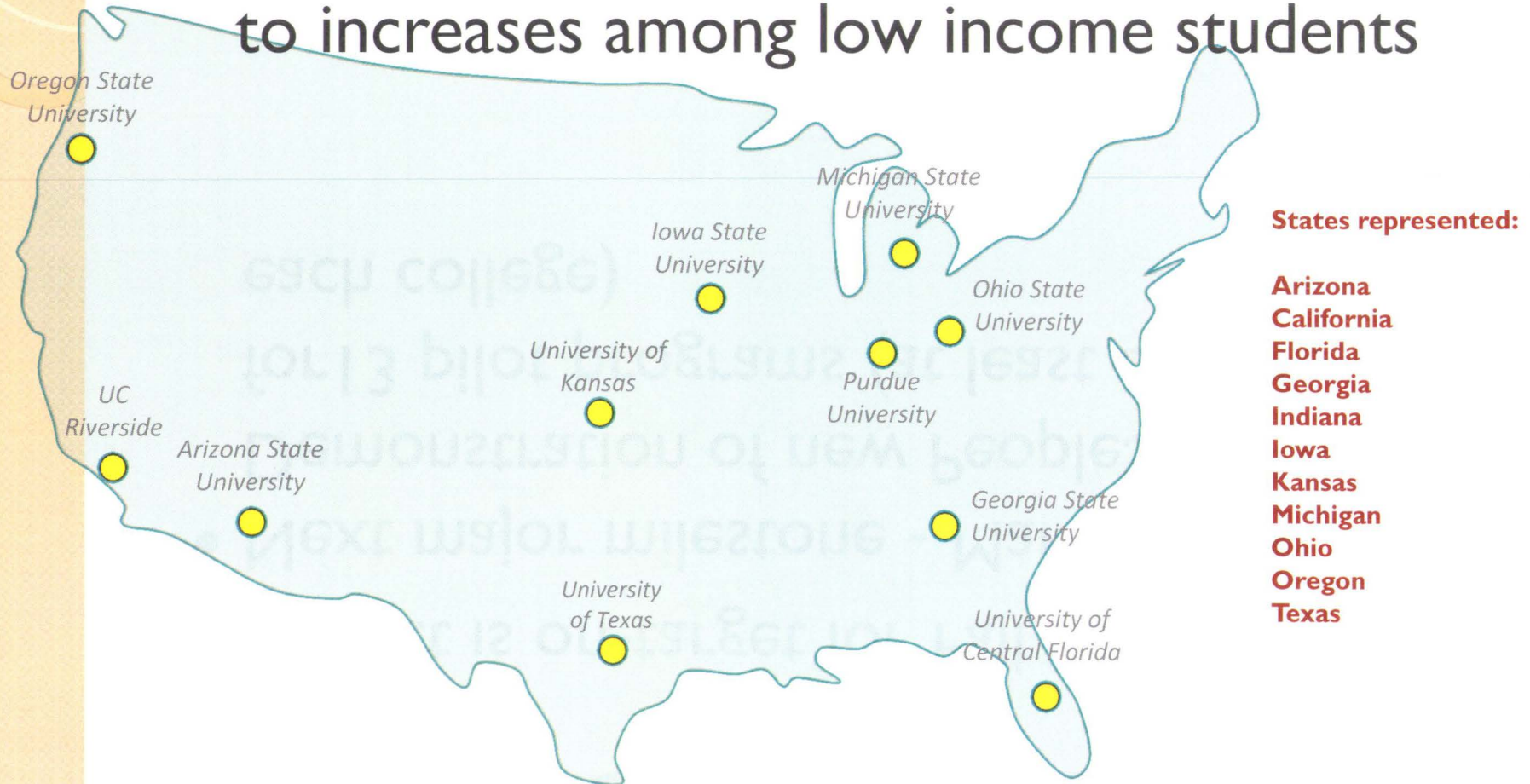- Focus on communications strategies

UG Audit Conversion & Mapping

- Project is on-target for Fall 2015
- Next major milestone - March 2014: Demonstration of new PeopleSoft Audit for 13 pilot programs (at least one from each college)

University Alliance Network

- Increasing graduation - special attention to increases among low income students

Oregon State University

Michigan State University

Iowa State University

Ohio State University

University of Kansas

Purdue University

UC Riverside

Arizona State University

Georgia State University

University of Texas

University of Central Florida

States represented:

Arizona
California
Florida
Georgia
Indiana
Iowa
Kansas
Michigan
Ohio
Oregon
Texas

From HCM Strategists, presented 10/8/2013