

MEMORANDUM

Date: March 7, 2013
TO: Members of the Steering Committee
FROM: Ida Cook
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on March 14, 2013**

Meeting Date: Thursday, March 14, 2013
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 February 7, 2013**
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
 - Resolutions from the Budget and Administrative Committee:
 1. Caution in the Implementation of STEM Initiatives
 2. Sustained Performance Evaluations for Tenured Faculty
7. **New Business**
 - Resolutions from the Personnel Committee:
 1. TIP, RIA and SoTL Awards Eligibility of Administrators
 2. Expansion of the Number of TIPs and RIAs
 3. Exclusion of Candidates for Awards Programs Because of Minor Errors
 4. Teaching Incentive Program SCH Eligibility
 5. SoTL Eligibility
 6. New Service Incentive Award Program
 7. Incentive for Students Completion of the Student Perception of Instruction
8. **Committee Reports**
 - Budget and Administrative Committee – *Kevin Belfield*
 - Graduate Council – *Jim Moharam*
 - Parking Advisory Committee – *Aaron Liberman*
 - Personnel Committee – *Rob Folger*
 - Undergraduate Council – *Kelly Allred*
9. **Other Business**
10. **Adjournment**

Faculty Senate Steering Committee Meeting
Minutes of
February 7, 2013

Ida Cook, Faculty Senate chair, called the Faculty Senate Steering Committee to order at 4:02 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of January 10, 2013 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Tace Crouse, Director of Special Projects, Academic Affairs

Michael Stern, Associate Dean, Graduate Studies

Max Poole, Senior Associate Dean, Graduate Studies

Elliot Vittes, Interim Vice Provost and Dean, Undergraduate Studies

ANNOUNCEMENTS

Tace Crouse, director of special projects for Academic Affairs, discussed the celebration of the 50th anniversary of the signing of Senate Bill 125 to build UCF. Each college will be highlighted on the homepage of the UCF website. Each month, a different college will host various events to commemorate and celebrate the event. Crouse provided an overview of the major upcoming events. Cook asked for ideas for ways the Faculty Senate can participate in this. Suggestions included an event centering around the Faculty Assembly, providing the founding Senators with medallions, having a tie-in with Founder's Day, and hosting something on the actual anniversary date, June 10. Cost may be an issue for some of this. Cook asked committee members to contact her with any additional ideas.

Cook announced that the March Faculty Senate meeting has been rescheduled from 3/28 to 3/21 due to scheduling issues. [*On 2/14 Cook contacted the committee via email to rescind this announcement. The March Senate meeting will be held on 3/28 as originally scheduled.*]

Cook asked committee liaisons to remind the committee chairs that the March Senate meeting will be the last opportunity to conduct business for this Senate year.

REPORT OF THE PROVOST

Tony Waldrop, provost and executive vice president, reported that the College of Medicine will be getting full accreditation. The colleges of Education and Business Administration have also gone through their accreditation visits and are awaiting a decision.

Waldrop reported on comments made by Florida House Speaker Will Weatherford during a recent panel about higher education in Florida. Weatherford said that a funding model solely based upon enrollment growth was a flawed system. He also stated that he supports allowing research universities to charge higher tuition than non-research universities. He does not support charging different tuition based on discipline. The provost was encouraged by his statements.

Waldrop discussed the state law that prohibits paying TIP, RIA, and SOTL award monies retroactively. There is some discussion among SUS attorneys about whether there can be relief

from this. The provost will be putting funds aside to be able to provide retroactive pay if it can legally be done.

Waldrop asked for feedback on the concept of allowing on-campus sabbaticals, which would allow a faculty member to be hosted in another department for a year, primarily for research purposes. The committee was supportive of the idea.

OLD BUSINESS

Domestic Partner Benefits

Waldrop stated that there has been no change in the status of domestic partner benefits for faculty. The BOT has approved domestic partner benefits for all employees. The UFF did not accept the benefits approved by the BOT, and requested additional benefits. The plan put forth by the UFF was endorsed by the president and the provost, but was not approved by the BOT. The original offer is still on the table for faculty. The UFF has not taken action to approve the domestic partner benefits offered by the BOT.

NEW BUSINESS

Resolution on Honors/Pass/Fail Grading Scale

Cook introduced the resolution from the ad hoc University Grading Scale Committee on the Honors/Pass/Fail (H/P/F) Grading Scale. Discussion followed on the possible implication for colleges other than Medicine.

Jim Moharam, chair of the Graduate Council, discussed concerns of the Graduate Policy Committee. Because the MD program has a completely different grading scale, this change will not impact the MD transcript. On the traditional graduate transcript, there would now be two different kinds of "F" grades, one that impacts the GPA and that doesn't. The addition of H/P/F may also cause confusion when other institutions are evaluating UCF transcripts. He suggested that other colleges could avoid those issues by adopting Honors/Satisfactory/Unsatisfactory instead of H/P/F. Cook noted that the Grading Scale Committee had agreed to the Honors College's request that H/P/F be restricted to the Graduate level.

Discussion followed on whether to amend the resolution so that it applies only to Medicine. The senator from Medicine noted that "College of Medicine" is too broad and would apply to graduate students in Biomedical Sciences. Motion made to amend the resolution to strike the fourth Whereas clause and replace "at the graduate level" with "for the MD program" in the third Whereas clause and the Be It Resolved clause. Seconded. Cook agreed that the Grading Scale Committee would accept this amendment. Discussion followed about whether "licensed health profession programs" would be acceptable instead of "the MD program". It was noted that this would still cause transcript issues for the other colleges. Max Poole, associate dean of Graduate Studies, expressed concerns about allowing H/P/F for non-clinical classes. Elliot Vittes, dean of Undergraduate Studies, noted that many undergraduates take 5000- and 6000-level courses, and a change in the grading scale at the graduate (not MD) level could affect them. Motion to amend the resolution carried.

Motion made to approve the revised resolution and send it forward to the full Senate. Motion seconded and carried. The resolution as approved read:

Resolution: Adoption of Honors/Pass/Fail Grading Scale
(from the ad hoc University Grading Scale Committee)

Whereas, it is common practice in medical schools nationwide to use a Pass/Fail grading scale, particularly in clinical courses where students meet a series of competency milestones; and

Whereas, an honors designation is used to recognize exemplary performance and professionalism; and

Whereas, the UCF College of Medicine has requested that Honors/Pass/Fail be added to the grading scale ~~at the graduate level~~ for the MD program; ~~and therefore~~

~~**Whereas**, other colleges in the university have expressed an interest in adopting such a grading scale in the future; therefore~~

Be It Resolved, that Honors/Pass/Fail be added to the grading scale ~~at the graduate level~~ for the MD program.

Senate Agenda

Cook relayed a request from a senator to have further information about Study Abroad presented to the Senate. The committee agreed to add a presentation from the Study Abroad office to the February Senate agenda.

COMMITTEE REPORTS

Budget and Administrative Committee – *Kevin Belfield*

Cook announced that Kevin Belfield will be serving as liaison to the committee while Arlen Chase is out of the country. Belfield reported that the committee will meet next week.

Graduate Council – *Jim Moharam*

Committee has been meeting to conduct normal business. Nothing of note to report.

Parking Advisory Committee – *Aaron Liberman*

The committee met Bill Merck, vice president for Administration and Finance. The next meeting will be February 21. The committee anticipates coming forward with the resolution regarding hang tags.

Personnel Committee – *Rob Folger*

The committee chair has indicated that the committee does not plan on bringing forth any resolutions this year. The committee will discuss the SOTL award at its next meeting. Melody Bowdon, director of the Faculty Center for Teaching and Learning, will attend.

Undergraduate Council – *Kelly Allred*

Committee has been meeting to conduct normal business. Nothing of note to report.

ADJOURNMENT

The meeting adjourned at 5:23 p.m.

Resolution: An Advisory Urging Caution in the Implementation of STEM Initiatives

(from the Budget and Administrative Committee)

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 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 changes be undertaken only with the active involvement of the Faculty Senate, in the spirit of genuine shared governance.

Resolution: Exclusion of Candidates for Awards Programs Because of Minor Errors
(from the Personnel Committee)

Whereas, the TIP program criteria are designed to identify excellence in teaching,

Whereas, the TIP program requires that faculty submit a substantial folder regarding teaching.

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

Be It Resolved that TIP committees who discover that candidates' folders have minor problems that could be easily and promptly addressed should give the candidate the opportunity to correct such minor errors, rather than rejecting the candidate from eligibility.

Resolution: Expansion of the Number of TIPs and RIAs
(from the Personnel Committee)

Whereas, the number of faculty eligible for TIP and RIA, has significantly since the inception of the programs,

Whereas, the number of new awards made each year has not increased proportionally,

Be It Resolved that the number of new TIPs and RIAs should be increased.

Resolution: Incentive for Students Completion of the Student Perception of Instruction
(from the Personnel Committee)

Whereas, the response rate for the Student Perception of Instruction (SPI) varies greatly,

Whereas, the response rate of SPI is critically low in some courses including low enrollment graduate level courses and other limited access courses,

Whereas, the use of the SPI is crucial to the overall evaluation of faculty,

Whereas, data for SPI is necessary to assist instructors in improving the quality and delivery of instructions,

Whereas, an incentive for students can improve SPI response rates,

Be It Resolved that an incentive be created, such as final grades for a course will be available two calendar days earlier for students who complete an SPI.

Resolution: New Service Incentive Award Program
(from the Personnel Committee)

Whereas, UCF values excellence in teaching, research, and service, as indicated by the annual evaluation criteria,

Whereas, UCF does not have an award which adds a raise to the base salary of the faculty for excellence in Service,

Be It Resolved that a new incentive award, the Service Incentive Program, be established with eligibility applying to all in-unit full time UCF faculty and employees.

Resolution: SoTL Eligibility
(from the Personnel Committee)

Whereas, SoTL program rewards scholarship of teaching and learning; scholarship that can benefit the university community in many ways,

Whereas, many in-unit full time UCF employees, such as librarians, can make a substantial contribution to the scholarship of teaching and learning,

Be It Resolved that the restriction of SoTL awards to faculty with the title of Lecturer, Assistant Professor, Associate Professor or Professor should be removed, so that all in-unit full time UCF faculty and employees are eligible to apply for this award.

Resolution: Sustained Performance Evaluations for Tenured Faculty
(from the Budget and Administrative Committee)

Whereas, the faculty at UCF has demonstrated high academic achievement and research productivity as confirmed by the University earning the Carnegie classification of “Research University with very high research activity” (RU/VH), and

Whereas, UCF tenured faculty needs to maintain a record of continuing scholarship and productivity commensurate with other research universities of the same Carnegie rank, and

Whereas, UCF recognizes that sustained performance evaluation is an important best-practices means of not only identifying areas for development of faculty after having earned tenure, but also recognizing and rewarding productivity of tenured faculty, and

Whereas, UCF recognizes that no procedure for evaluation of faculty should be used to weaken or undermine the principles of academic freedom and tenure but instead should be used to facilitate faculty development, and

Whereas, UCF wishes to address not only areas for improvement but also recognize and reward sustained productivity; therefore

Be It Resolved that the sustained performance evaluation policy is revised so that below satisfactory performance in areas of designated duties is defined as an average rating of below two (2) for Satisfactory in that area of assigned duties during the evaluation period of seven consecutive years. The average shall be determined as stated in the current policy by assigning a value to the annual faculty evaluation of 4 for Outstanding, 3 for Above Satisfactory, 2 for Satisfactory, 1 for Conditional, and 0 for Unsatisfactory.

Be It Also Resolved that tenured faculty who meets or exceeds an average rating of 3 for Above Satisfactory on the overall evaluation, during their seven year evaluation period shall be awarded a salary raise at completion of the review cycle.

Resolution: Teaching Incentive Program SCH Eligibility
(from the Personnel Committee)

Whereas, the Teaching Incentive Program (TIP) is an important recognition of an individual's substantial commitment to excellence in teaching, in classes of all sizes and taught by all modes,

Whereas, the TIP program was originally implemented with student credit hour restrictions which have excluded faculty who have assignments with lower than the median student credit hours, yet who have a substantial commitment to excellence in teaching,

Be It Resolved that the TIP eligibility criteria will simply require a "substantial commitment to teaching," by regular full time faculty as determined by appropriate units, and will no longer restrict eligibility based on student credit hour production.

Resolution: TIP, RIA and SoTL Awards Eligibility of Administrators
(from the Personnel Committee)

Whereas, the current policy of allowing Deans, subdeans, Chairs, and other twelve-month administrative positions to compete for such increase and serve on committees which make these awards may lead to conflicts of interest,

Whereas, TIP, RIA and SoTL provide significant salary increases,

Whereas, these employees have access to salary increases by virtue of their administrative status,

Be It Resolved that current Deans, subdeans, Chairs, and other twelve-month administrators are not eligible for TIP, RIA, SoTL awards, or to serve on , RIA, and SoTL committees.