



# Faculty Senate

## Steering Committee

Minutes for meeting of Thursday, March 31, 2022, 3:00 pm

YouTube Link to access recording: <https://youtu.be/asFjFbOEobc>

- 1) Quorum reached and meeting called to order at 3:03 P.M.
- 2) Roll Call via Qualtrics – Faculty Senate Chair Joseph Harrington, Vice Chair Stephen King, Secretary Kristine Shrauger and Past Chair William Self were present. (See *meeting materials Attachment A for list of participants*)
- 3) Approval of Minutes of *March 3, 2021*
  - a) Minutes approved as presented.
- 4) Recognition of Guests
  - a) Joe Adams, Senior Communications Director, Academic Affairs
  - b) Lucretia Cooney, Associate Director, Faculty Excellence
  - c) Allison Hurtado, Director of Communications, Faculty Excellence
  - d) Jana Jasinski, Vice Provost, Faculty Excellence
  - e) Michael Johnson, Provost, Academic Affairs
- 5) [00:02:41] Report of the Provost – *Provost Michael D. Johnson*
  - a) Provost Johnson spoke about accomplishments and events around the university, the American Talent Initiative, legislative session, intellectual freedom survey, COVID, and search updates. Please see Attachment B for full report.
  - b) [00:26:17] Question and answer with the provost: Discussion of what other universities around the state are doing to increase student graduation rates the Board of Trustees Tenure workshop (Attachment C) and the leadership at the arboretum. (See Attachment D Meeting Chat for referenced links)
- 6) [00:39:55] Announcements – Joseph Harrington
  - a) Chair Harrington talked about modality of first steering in Fall, which is to be determined by the leaders, default as we are now (in person with remote). Student Union Charge on Chamber will be reserved for next year's meetings. Booking for Faculty Assembly will be done during the summer. It's a real meeting, not a party. October? Want time for Bylaws committee to have constitutional amendments ready. Encouraged faculty to attend faculty Workday presentation.
- 7) [00:43:00] Old Business
  - a) COVID on Campus Discussion – no further discussion
- 8) [00:44:44] New Business
  - a) Announcement of Senator Officer Candidates for Upcoming Senate Year – *Nominating Committee*
    - i) Chair: Joseph Harrington, Stephen King



# Faculty Senate

- ii) Vice Chair: Keri Watson
  - iii) Secretary: Kristine Shrauger, Tina Dow
  - b) Motion to accept the slate, second, vote taken electronically via Zoom, 16 yes/0 no, motion passes.
- 9) [00:47:21] Committee Reports
- a) See Attachment E for full reports.
- 10)[00:48:03] Other Business
- a) Senate Meeting Agenda
    - i) Elections for officers, Steering Committee and Committee on Committees
    - ii) President and Provost Reports: Motion to amend faculty senate agenda for the Faculty Senate meeting to include the President and Provost reports after the election of the officers, then have the next agenda item be the election of the Steering Committee and Committee on Committees, second, discussion, motion withdrawn.
    - iii) Motion to have President and Provost reports prior to start of formal meeting, second, vote taken electronically via Zoom, 18 yes/0 no. Motion passes.
  - b) [01:14:17] House Bill 233 Survey
    - i) Overview of House Bill 233.
    - ii) Survey to assess impact of this bill being sent out which will close on April 8.
    - iii) Florida Atlantic University (FAU) is creating their own survey regarding the impact of this House Bill and Chair Harrington said there has been a proposal made to send this survey to UCF faculty after April 8.
    - iv) Motion to not send the survey from FAU out to faculty, second, vote taken electronically via Zoom, 16 yes, 0 no. Motion passes.
  - c) [01:23:19] Discussion of possible university service resolution
    - i) Overview and discussion of university service assignments which are not consistent across the university departments and whether to recommend to the Bylaws Committee to consider drafting a resolution.
  - d) [01:38:26] Campus back to face-to-face
    - i) Discussion on ways to encourage faculty and students to come back to campus.
  - e) [01:55:18] Suggestion to have a Steering meeting in early fall that would not include a Provost report but would focus on priorities that Steering would hope to accomplish for the year.
- 11) Meeting adjourned at 5:02 p.m.

Reviewed and submitted for approval by

Kristine J. Shrauger  
Kristine Shrauger  
Faculty Senate Secretary

08/18/2022  
Date

Steering Committee Attendance  
March 31, 2022

First Name:	Last Name:	College/Unit:	College/Unit: - Other	Meeting Role:	Meeting Role: - Guest
Keith	Koons	CAH		Steering	
Keri	Watson	CAH		Steering	
Jim	Gallo	CBA		Steering	
Reid	Oetjen	CCIE		Steering	
Nina	Orlovskaya	CECS		Steering	
Shawn	Burke	CGS		Steering	
Adam	Wells	CHPS		Steering	
Tina	Dow	COM		Steering	
Stephen	King	COM		Steering	
Bill	Self	COM		Steering	
Dawn	Eckhoff	CON		Steering	
Luca	Argenti	COS		Steering	
Joseph	Harrington	COS		Steering	
Linda	Walters	COS		Steering	
Jim	Moharam	CREOL		Steering	
Kelly	Semrad	RCHM		Steering	
Kristine	Shrauger	UL		Steering	
Joe	Adams	Other	Office of the Provost and Academic Affairs	Guest	Senior Communications Director
Lucretia	Cooney	Other	Faculty Excellence	Guest	Director
Jana	Jasinski	Other	Faculty Excellence	Guest	Vice Provost
Michael	Johnson	Other	Office of the Provost and Academic Affairs	Guest	Provost

## Provost Remarks

### Faculty Senate Steering Meeting

Thursday, March 31, 2022, 3 p.m. to 5 p.m.

- To all, I am grateful for your valuable work with this 2021-22 committee. Thank you for helping UCF navigate another challenging pandemic year relatively well.

### High fives

- Let me start with impressive news about our faculty and programs.
- Dr. Gulnora Hundley works in the Counselor Education Program at UCF.
  - She is using her ability to speak Russian to aid therapists remotely who are working on the ground in Ukraine, including at refugee camps in Kyiv, Poland and other places near Ukraine.
  - Spending her free time on Saturdays doing this. Each session is about 2½ hours.
- As part of Women's History Month, Orange County Mayor Jerry Demings presented Dr. Noemi Pinilla-Alonso of the Florida Space Institute with the county's latest Distinguished Resident Award for her significant accomplishments in astrophysics and planetary sciences.
  - Said the mayor: "Dr. Pinilla Alonso's accomplishments have far-reaching impacts on this generation and generations to come. She serves as a role model inspiring students to pursue STEM education."
- Congratulations to Gulnora and Noemi for their remarkable contributions.
- For the third year in a row, our graduate game design program is the best in the world, says *The Princeton Review* and *PC Gamer* magazine. A major accomplishment!
- More than 30 UCF graduate programs listed among the best in the latest *U.S. News & World Report* graduate program rankings.
  - Overall, held steady with notable gains in some programs, such as with Materials Science and Engineering (at 49 from 59), Doctor of Nursing Practice (at 52 from 65), Education (at 58 from 70); newcomer rankings include Computer Engineering (50) and Science Doctoral-Statistics (72) **(FYI: Rankings for public and private institutions)**
  - Led by our Master of Emergency and Crisis Management program at No. 3 in the nation, ranking among the top 10 in the country for the fifth consecutive year.
  - UCF was No. 12 for Atomic/ Molecular/Optical Physics and
  - Four areas of study within Public Administration ranked among the top 40 in the country, led at No. 13 by Non-Profit Management
  - Nine UCF engineering programs were in the top 50 among public institutions and in the top 100 among all institutions, both public and private.
  - Overall, nearly 40 programs at UCF were rated among the top 150 within their respective fields.
  - Looking to continue to improve our graduate programs, rankings and move up

- Student Research Week is winding down. Grateful to our faculty who supported our nearly 800 students who participated across the colleges.

### **American Talent Initiative**

- UCF is engaged with several efforts to enhance student success for students from all backgrounds.
- For instance, we're part of the American Talent Initiative, working to increase number of Pell Grant recipients who graduate.
  - ATI It is a collection of universities and colleges that have high success with Pell Grant recipients.
  - Each year, nearly 22,000 Pell Grant students attend UCF.
  - UCF enrolls more Pell Grant students than the 12 Ivy-plus universities combined.
- Went to a meeting this week ...

### **COVID**

- Not much to say, fortunately. Florida's cases are dropping rapidly; about 1/30 of the omicron peak; also so on campus (lowest case counts of the semester)
- Probably know that CDC issued new guidelines. Based on these, Orange and Seminole counties are at low risk, and CDC recommends indoor mask use only for those with particular health concerns. Of course, anyone may choose to.
- Recommendation for vaccination and boosting continues, and testing if ill.
- Improved conditions mean we have resumed many on-campus events.
- A campus email on Tuesday provided a link to our latest updated COVID policy in the UCF Policies and Procedures Manual. **(Joe will share the link in the Zoom chat)**
- Latest data, trends will inform UCF approach to summer and fall.
- No way to know if or when or how bad any future waves may be. If conditions worsen, will of course respond.

### **Searches update**

- Three CCIE dean finalists presented in open forums recently.
  - Share latest status on decision making
- Search underway for the SVP for Strategic Partnerships and Advancement.
  - I co-chair the search committee ... share latest and hiring outlook

### **Big week ahead**

- Meanwhile, good to see more campus events back in-person. Next week is a big week:
  - Starting Monday through April 16, UCF Celebrates the Arts, a tremendous showcase of talent, at the Dr. Phillips Center
  - On Tuesday afternoon, the online Knight Vision XChange for UCF Faculty with updates and answers about Workday and SET implementations coming July 1

- Wednesday afternoon is Founders' Day in the Pegasus Ballroom, where we celebrate the very best among our faculty, and also Student Honors Convocation that evening in the same place
- Next Thursday is UCF Day of Giving – Campaign focused on alumni and other supporters is already underway, and I hope some of you will consider giving as well.



**March 17, 2022 UCF Board of Trustees Tenure Workshop**  
Board of Trustees  
Virtual Meeting  
Mar 17, 2022 1:30 PM - 2:30 PM EDT

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**Board of Trustees Tenure Workshop  
Virtual Meeting  
March 17, 2022  
1:30 p.m. – 2:30 p.m.**

**Livestream:** <https://ucf.zoom.us/j/93179222167?pwd=SIKZKU2RYZINCZmh4enUzNUtwM05TZz09>  
**Webinar ID:** 931 7922 2167

**Conference Call Number:** 929-205-6099; meeting ID 931 7922 2167

### AGENDA

- |                              |   |
|------------------------------|---|
| 1. Call to Order and Welcome | Alex Martins, <i>Chair, UCF Board of Trustees</i>   |
| 2. Roll Call                 | Karen Monteleone, <i>Assistant Vice President, Board Relations</i>  |
| 3. Remarks                   | Chair Martins   |
| 4. Discussion                |   |
|                              | DISC - 1  |
|                              | Tenure Process: Evaluation and Decision Making<br>Michael D. Johnson, <i>Provost and Executive Vice President for Academic Affairs</i><br>Jana L. Jasinski, <i>Pegasus Professor of Sociology and Vice Provost for Faculty Excellence</i> |
| 5. Adjournment               | Chair Martins   |





## Board of Trustees Workshop | March 17, 2022

### DISC-1: Tenure Process: Evaluation and Decision Making

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Information

Discussion

Action

Meeting Date for Upcoming Action: \_\_\_\_\_

#### Purpose and Issues to be Considered:

Key to the success of UCF’s path to becoming a top 50 metropolitan research university is the hiring and advancement of tenure earning faculty. President Cartwright, with the chair’s support, suggested the provost host a workshop for the Board to gain a better understanding of the process behind tenure evaluation and decision making. The workshop is being held in advance of the presentation of tenure candidates to the board later this spring.

#### Background Information:

The tenure workshop will include information on evaluation of tenure earning faculty, types of evidence provided for review, and levels of review. The workshop will conclude with Q&A.

Tenure safeguards academic freedom and permits faculty to take intellectual risks to do work that has a significant benefit to society without the threat of job loss.

#### Recommended Action:

This item is for information only.

#### Alternatives to Decision:

N/A

#### Fiscal Impact and Source of Funding:

N/A

#### Authority for Board of Trustees Action:

N/A

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Contract Reviewed/Approved by General Counsel  N/A

Committee Chair or Chair of the Board has approved adding this item to the agenda

#### Submitted by:

Michael Johnson, Provost and Executive Vice President for Academic Affairs  
Jana L. Jasinski, Vice Provost for Faculty Excellence

#### Supporting Documentation:

Attachment A: Tenure Process Presentation



# Board of Trustees

## Agenda Memo

**Facilitators/Presenters:**

Michael Johnson  
Jana L. Jasinski

# Tenure Process: Evaluation and Decision Making

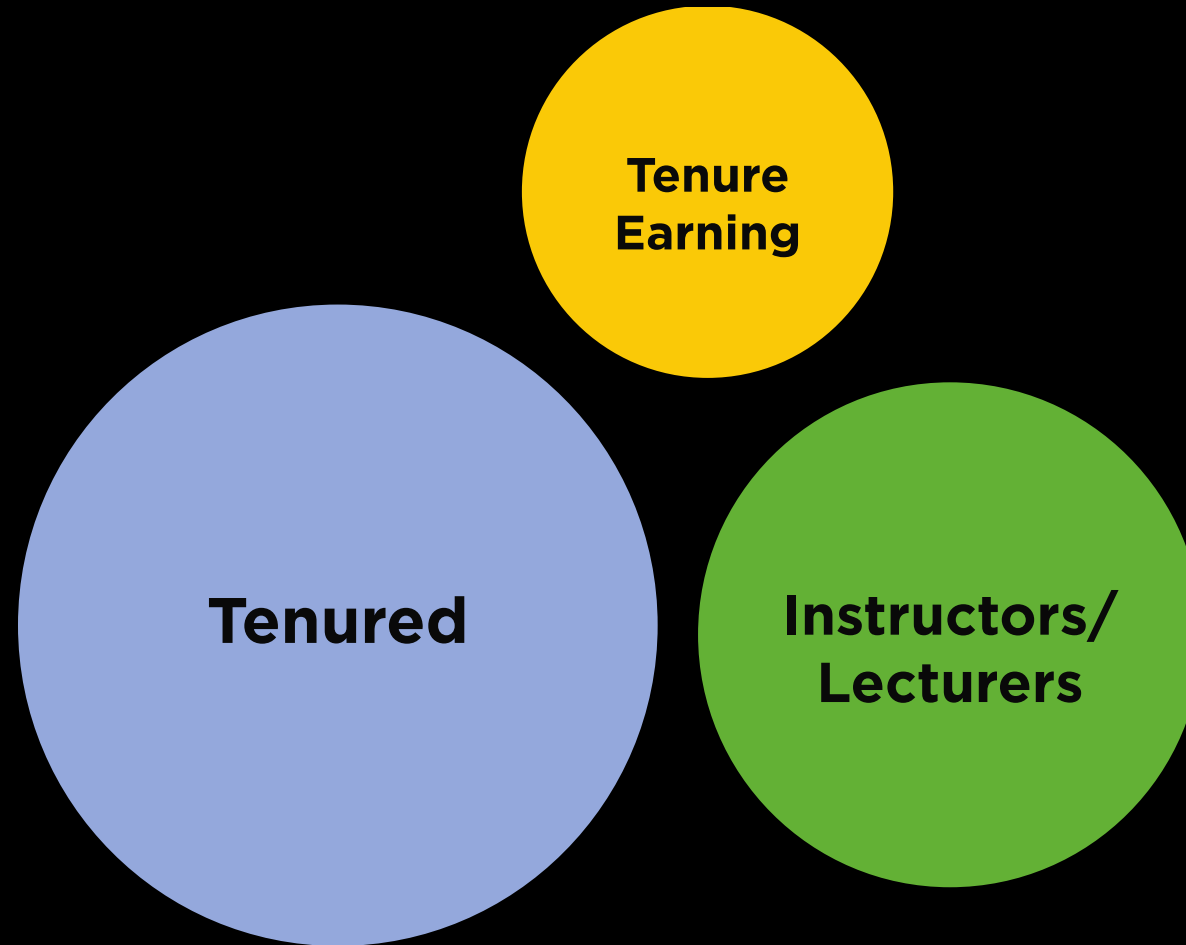
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**Dr. Michael D. Johnson**

Provost and Executive Vice President for  
Academic Affairs

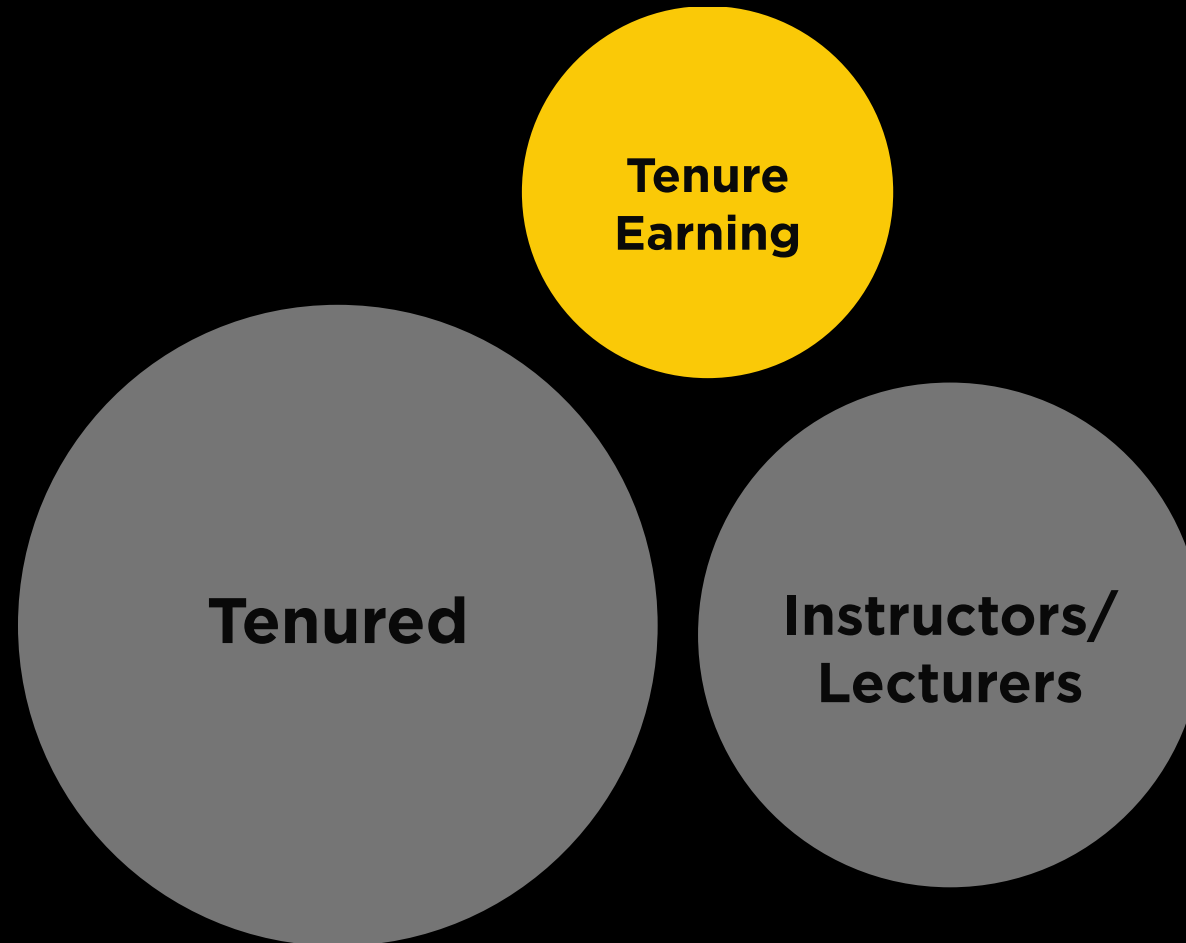
# UCF Full-time Instructional Faculty

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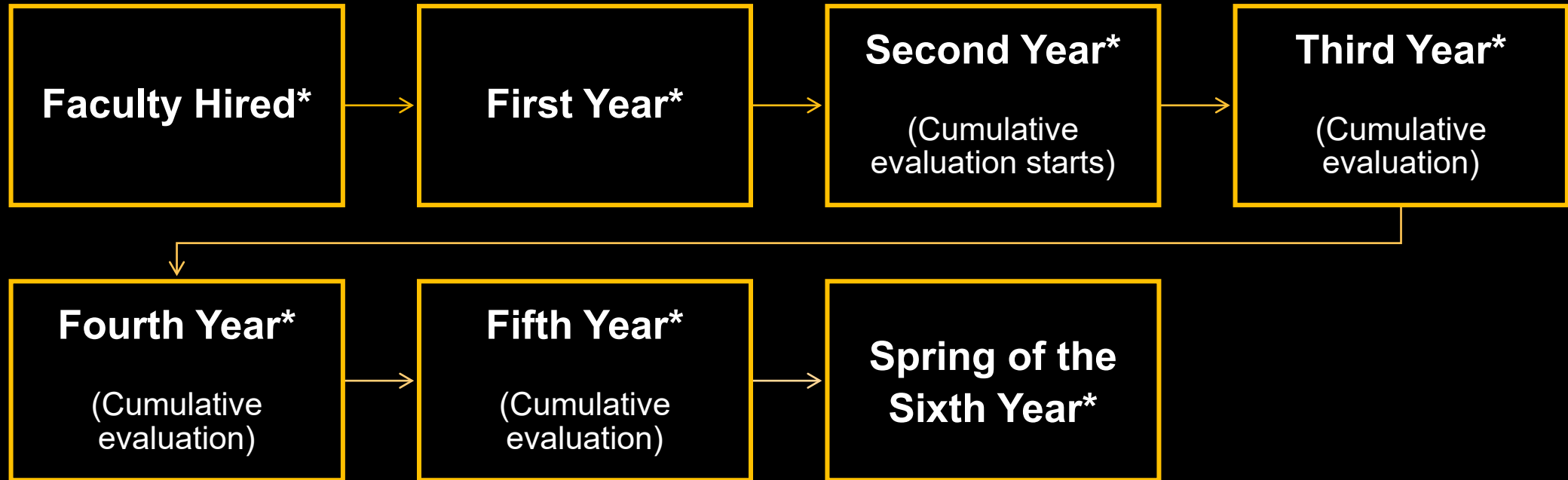
# UCF Full-time Instructional Faculty

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# Faculty Evaluation

## Evaluation Process



\*Annual reviews are still held each year.

# Process for Tenure and Promotion to Associate Professor

What do tenure earning faculty submit for review?



- Evidence of their achievements and impact
- CV
- External Reviewers letters



- Annual evaluations
- Annual assignments
- Cumulative Performance Evaluations



## Information/evidence on:

- Research and creative activities
- Teaching activities
- Service activities

# Standards and Evidence in Teaching

**Standard:** Excellence in Teaching/Teaching effectiveness

## **Evidence**

- Philosophy of Teaching
- Examples of teaching materials
- Student perceptions of instruction
- Classroom peer review
- Supervision of student research projects

*...and more*





# Standards and Evidence in Research

## Standard: Productivity

### Evidence

- Papers/books, presentations, performances (type of venue), shows, grants in appropriate disciplines

## Standard: Quality and Impact

### Evidence

- Citations, reviews, juried shows, impact factors, patents, use in industry, use to guide policy



# Standards and Evidence in Service

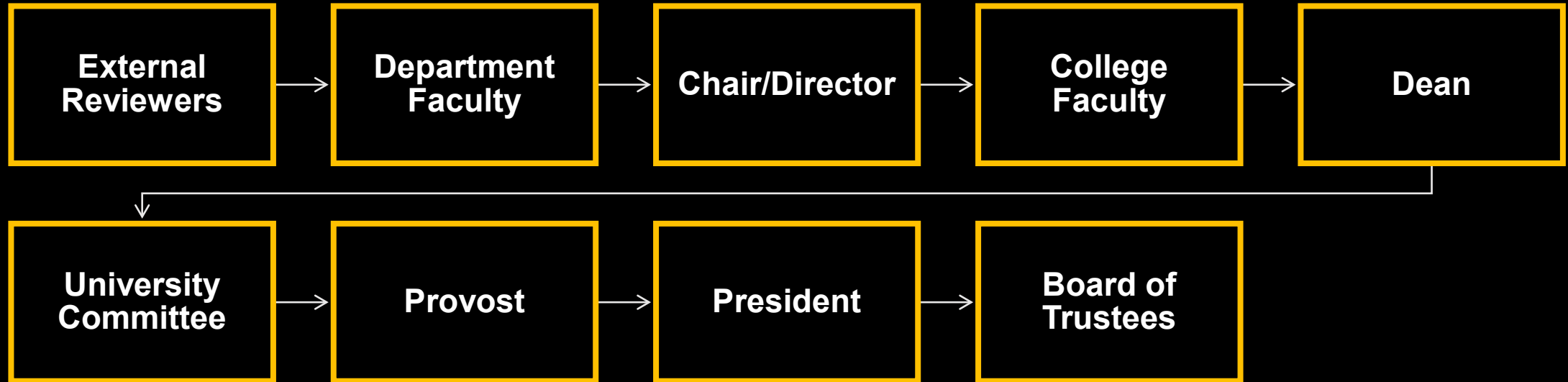
## Standard: Service

### Evidence

- Participation in committees
  - University, College and Department
- Serving as a senator
- Taking a leadership role in their discipline's national organization
- Community engagement



# Levels of Review



## Process Timeline

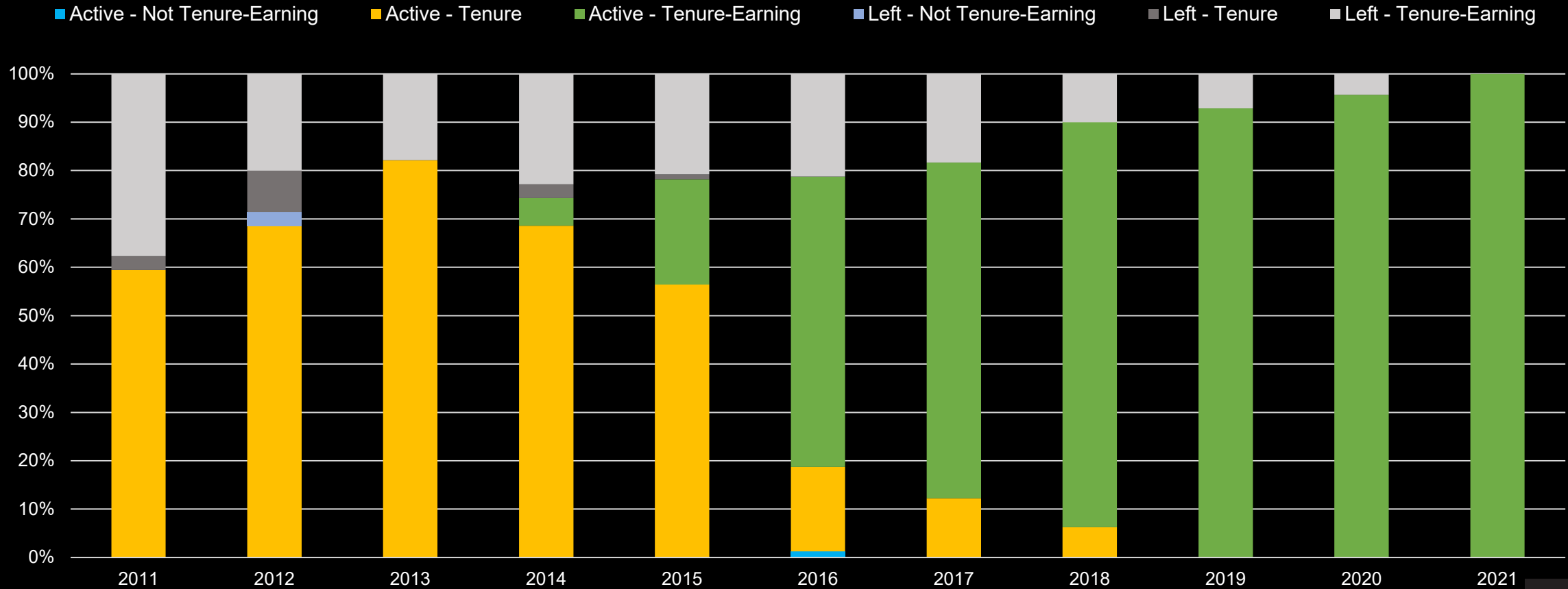


# Examples of What External Reviewers Say

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“ His great success in obtaining external research funding, the excellent publication records, the large number of invited talks, and awards provide clear evidence that he has established viable research programs at UCF and he is well recognized in his research fields.

# Faculty cohort data



# Q&A



00:37:33 FS - Joseph Harrington: Still a few of you don't have FS in front of your names. Please rename, thanks!

00:38:47 FS Kelly Semrad: Do we know what USF and UNF are doing to help students improve? For example, with graduate rates are they offering more summer courses to accelerate graduation rates? Or are they doing other tactics?

00:54:15 G Joe Adams:  
<https://policies.ucf.edu/documents/EP-20-1.9EmergencyCOVIDReturnPolicyEdits.pdf>

00:59:00 G -- Allison Hurtado:  
<https://bot.ucf.edu/wp-content/uploads/sites/5/2021/10/March-17-2022-UCF-Board-of-Trustees-Tenure-Workshop-2.pdf>

00:59:05 G -- Allison Hurtado: There's the slides Joe is referring to.

01:01:58 G -- Allison Hurtado: The minutes might also be helpful for context of those slides:  
[https://bot.ucf.edu/wp-content/uploads/sites/5/2021/10/Draft-minutes\\_Tenure-Workshop\\_17March2022.pdf](https://bot.ucf.edu/wp-content/uploads/sites/5/2021/10/Draft-minutes_Tenure-Workshop_17March2022.pdf)

01:05:16 G - Michael Johnson: I don't hear Linda

01:06:23 FS - Keri Watson (she/her): Kelly -- this is something I read recently about FAU and graduation rates:  
<https://www.civitaslearning.com/outcomes/success-stories/florida-atlantic-university-used-student-data-to-eliminate-equity-gaps/>

01:09:22 FS Kelly Semrad: Thank you Keri!

01:10:22 FS - Keri Watson (she/her): No problem -- it was paid content in my Chronicle of Higher Education morning digest, but interesting nonetheless.

01:10:43 G -- Allison Hurtado: You can access the Chronicle though the library. Let me find the link.

01:11:05 FS - Keri Watson (she/her): Thanks, Allison!

01:11:14 G -- Allison Hurtado: The library offers access...go to the link below, scroll down to the section called "Selection of Newspapers" and click on the link to the Chronicle. It will then prompt you for your NID and password and then connect you directly to the Chronicle site.

01:11:21 G -- Allison Hurtado: <https://guides.ucf.edu/news>

01:17:52 FS - Bill Self: Thank you Keith!

01:19:19 FS - Joseph Harrington: Senate meeting agenda  
HB233 survey to all faculty after culture survey is done (April 8)?  
Discussion of service resolution / constitutional amendment content  
Campus back to face-to-face discussion  
Faculty  
Students

01:32:39 FS - Bill Self: Isn't this a question for the parliamentarian?

01:38:35 FS Keith Koons: Bill Self is running the election and he can tell jokes in between!

01:42:45 FS - Bill Self:  
<https://facultysenate.ucf.edu/document/april-16-2020-agenda-and-meeting-materials/>

02:17:30 FS - Reid Oetjen: I think we need more data about what students want/need. I think there is middle ground to our answer that falls between the pre-pandemic and post-pandemic world. I would support a deep discussion with all parties.

02:21:10 FS - Tina Dow: We started library sessions for Anatomy to try to cast a larger net and get them more face-to-face time with a TA. I'm so glad to hear its working.

02:23:11 FS Stephen King: Reid: my hope is the under grad and grad  
councils will get that data

02:23:51 FS-Jim Moharam: No exams, no term papers, no assignments!

02:24:50 FS - Reid Oetjen: Is everyone's leadership back on campus?

02:29:15 G - Michael Johnson: Thanks, Bill. I just wrote Matt Hall.

02:29:52 G - Michael Johnson: (and now there is a supply chain problem)





# Faculty Senate

Faculty Senate  
Committee Reports  
March 31, 2022

## **Budget and Administrative Committee**

Chair – Tina Buck; Vice Chair – Adam Wells

Request to Speak at Senate/Steering

No update

## **Information Technology Committee**

Chair – Glenn Martin; Vice Chair – Lee Dotson; Steering/Senate Liaison – Joseph Harrington

Request to Speak at Senate/Steering

March 15, 2022

Committee met for about an hour. Shafaq Chaudhry gave a presentation about the Office of Research's Research Computing & Data Workshop for Researchers series. Some Q&A discussion regarding using training for students in courses, meeting student needs that don't overlap with the curriculum, and other online programs. Other topics including infrequent telephony and mass e-mail were discussed briefly as no UCF IT representative was available for the meeting (Hank Glaspie joined near the end to discuss process of a new mass e-mail policy).

## **Personnel Committee**

Chair – Edwin Torres; Vice Chair – Adam Parrish

Request to Speak at Senate/Steering

March 23, 2022

The committee discussed a draft resolution on Faculty Involvement in Hiring. The committee ran out of time discussing the resolution and voted to table it until the next Senate. Karol Lucken agreed to follow through on the resolution over the summer. Chair Edwin Torres introduced discussion concerning topics raised during SVP Hector's February meeting with Personnel. Michael Proctor indicated that wage erosion is a serious concern that is only getting worse due not only to increasing inflation but due to university policies. Senator Proctor agreed to follow through on wage erosion in the next Senate and in Steering if so elected. Chair Torres announced that he will be leaving UCF to serve as Chair at another College.

## **Research Council**

Chair – Linda Walters; Vice Chair – Shawn Burke

Request to Speak at Senate/Steering

No update

## **Graduate Council**

Chair – Stacy Barber; Vice Chair – Valeriya Shapoval

Request to Speak at Senate/Steering



# Faculty Senate

March 2022

The Graduate Policy Committee (Chair, Stacy Barber) has been working on new language for the credit transfer policy. Some progress has been made, and this could be finished at the next meeting. Previously, the policy allowing for virtual defense of theses and dissertations was made permanent.

## **Undergraduate Council**

Chair – Jeffrey Kauffman; Vice Chair – Tina Dow

Request to Speak at Senate/Steering

March 2022

On Tuesday, 1 March, the Undergraduate Course Review Committee (UCRC) held its monthly meeting. During that time 87 Consent Agenda and 16 Action Agenda items were approved. The Undergraduate Policy and Curriculum Committee (UPCC) met Tuesday, 15 March. It approved 36 program/certificate/minor revisions, 1 new certificate, and 2 new equipment & facility fees. In addition, Dr. Tim Letzring gave both the UPCC and UCRC a BOG update regarding anticipated changes for Fall 2022 semester. Beginning July 1, a newly signed bill will require all GEP courses have a Syllabus “posted” 45 days before classes begin.

## **Ad Hoc Bylaws Committee**

Chair – William Self

Request to Speak at Senate/Steering

No update

## **Ad Hoc Committee on Civil Discourse**

Chair – William Self

Request to Speak at Senate/Steering

No update

## **Ad Hoc Health and Safety Crisis Response Committee**

Chair – Stephen King; Vice Chair – Victoria Loerzel

Request to Speak at Senate/Steering

March 1, 2022

The number of COVID cases in central Florida and at UCF are continuing to decline rapidly and may soon approach the lows we had prior to the omicron variant. The campus EICRT committee met after our committee meeting and will presumably be considering the pandemic and the university’s response. The Health and Safety committee is cautiously optimistic that we may be able to get closer to “normal” as we look forward into the spring semester.

## **Ad Hoc Equity, Inclusion and Diversity Committee**

Chair – Kristine Shrauger

Request to Speak at Senate/Steering

No update