

MEMORANDUM

Date: October 25, 2012
TO: Members of the Steering Committee
FROM: Ida Cook
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on November 1, 2012**

Meeting Date: Thursday, November 1, 2012
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 *October 2, 2012***
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
 - Resolution 2012-2013-1 Student Perception of Instruction
7. **New Business**
 - Resolution 2012-2013-2 Hangtag Pricing Policy
 - Resolution 2012-2013-3 Equitable Treatment of Personnel
 - Resolution 2012-2013-4 Fair and Equitable Benefits
8. **Committee Reports**
 - Budget and Administrative Committee – *Arlen Chase*
 - 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
October 2, 2012

Ida Cook, Faculty Senate Chair, called the Faculty Senate Steering Committee to order at 1602. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of September 6, 2012 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Lyman Brodie, Associate Vice Provost, Faculty Relations

Lucretia Cooney, Assistant Director, Faculty Relations

Melody Bowdon, Director, Faculty Center for Teaching and Learning

REPORT OF THE PROVOST

Tony Waldrop, Provost and Executive Vice President, announced that there have been no additional budget cuts since the last meeting.

OLD BUSINESS

Student Perception of Instruction

Cook relayed the feedback she received from faculty about the proposed Student Perception of Instruction (SPOI) form in light of the analysis presented at the September Senate meeting. Discussion ensued on topics including what specific changes might be made to the proposed form, whether the length of the form affects return rate, and whether we should continue with the current form.

Motion made to adopt the proposed form. Seconded. Discussion followed. Question was called. Motion to call the question seconded and carried. Motion to adopt the proposed form carried.

Discussion followed on topics including whether to go with the proposed form in its entirety, reduce the number of items, and add back in the "respect and concern" item. The consensus of the committee was to add back the "respect and concern" item. The consensus of the committee was that the symmetric scale was preferable to the asymmetric scale. A suggestion was made that if a question is deleted, the topic of that comment be added as a lead in for a free answer item.

Motion made to create an ad hoc committee to reduce the number of items to ten (plus the free answer items) to bring forward to Senate as a recommendation. Seconded. Discussion followed on whether the ad hoc committee could meet and make recommendations prior to the next Senate meeting. The consensus was that it could. Motion to create the ad hoc committee carried. The ad hoc committee will include Reid Oetjen, Stephen Sivo, and Ida Cook. Diane Wink and Chuck Dziuban will be invited to serve on the committee. Melody Bowdon, Director of the Faculty Center for Teaching and Learning, offered to attend as a resource. The Steering committee voted to approve the committee membership. SPOI will be added to the agenda for the October Senate meeting.

Approval of the TIP/RIA/SOTL Documents

The committee reviewed the general and College of Medicine (COM) documents for the Teaching Incentive Program (TIP), Research Incentive Awards Program (RIA), and Scholarship of Teaching and Learning Awards Program (SOTL).

TIP: A committee member asked about the status of the proposal to exclude department chairs from serving on the TIP selections committee. Cook noted that an ad hoc committee had shared that recommendation and others with the Personnel committee for review. There was discussion on whether such a change would need to go through the collective bargaining agreement (CBA) first. The committee agreed that faculty should encourage the chairs and supervisors in their units not to participate in the selections process. Motion made to approve the TIP document. Motion seconded and carried.

RIA: Motion to approve the RIA document made and seconded. The senator from Medicine raised a question about why College of Medicine (COM) faculty are excluded from the at-large RIA. The senator from the Libraries noted that librarians are excluded from RIA because they are not tenured or tenure-earning, although they may meet all other criteria. The committee agreed to refer those issues to the Personnel committee. Motion to approve the document carried.

RIA-COM: Motion to approve the College of Medicine RIA document made and seconded. As a scrivener's change, the word "now" will be removed from the first sentence. Motion carried.

SOTL: Bowdon provided an overview of the changes to the document, which were all clarifications. No substantive changes were made. A suggestion was made to move the new final sentence of Section I to Section V, and to delete the words "to promote equity". Bowdon agreed to the changes. Motion to approve the SOTL document as amended. Motion second and carried.

SOTL-COM: Bowdon briefly discussed changes to the document. Motion to approve the SOTL document made and seconded. Motion carried.

TIP-COM: The senator from Medicine raised a concern that the college's faculty had not been offered a chance to review the substantive changes to the document, and proposed tabling the document. Motion made to approve last year's TIP-COM document with the changes in date, with the understanding that the document may be revisited based on action from COM. The senator from Medicine will request that the college faculty move quickly on this issue. Motion carried.

Excellence in Professional Service Award

Cook asked the committee if there should be a limit to the period of eligibility. The committee agreed that a person's first award should be cumulative to date, but additional awards should only cover the period since the last award.

COMMITTEE REPORTS

Budget and Administrative Committee – Arlen Chase

The committee met and formed subcommittees, which are meeting this week. They are looking at topics including post-tenure review, STEM, moving to a six or seven day a week schedule,

and priorities for budget cuts. Chase reported that he will be addressing the budget cuts subcommittee to provide background on the budget process.

Graduate Council – *Jim Moharam*

The Appeals Committee did not meet this month. The Curriculum Committee met on 9/17. Its next meeting is scheduled for 10/8. The Program Review and Awards Committee met on 9/28. Its next meeting is scheduled for 10/5. The Policy Committee is scheduled to meet on 10/3. There are no specific issues to report

Parking Advisory Committee – *Aaron Liberman*

The committee met and discussed a number of issues. They have no recommendations at this time. Cook noted that they are supposed to be putting faculty parking spots in each garage.

Personnel Committee – *Ida Cook (for Rob Folger)*

The committee will be meeting on Monday and will be discussing TIP and other issues.

Undergraduate Council – *Chris Blackwell (for Kelly Allred)*

The UPCC met on September 11 and conducted routine business. The committee meets next on October 9 in COS 221. Elliot Vittes, Dean of Undergraduate Studies, reported that the UCRC met that day and conducted its business.

OTHER BUSINESS

Cook stated that the following topics that had been suggested for committee action: password issues, grade inflation and UCF's rating of "least rigorous", and pass/fail grading issues. Waldrop noted that a committee is already working on the password issues. Cook noted that there is an ad hoc committee that will be dealing with pass/fail grading. The Steering committee agreed to send the issue of academic rigor to the Graduate and Undergraduate Councils.

Cook discussed the domestic partnership benefits, which may be taken up by the UFF as a bargaining issue. She noted that no further updates have been provided to the Board of Trustees, but she did request further information at the last BOT meeting. The committee briefly discussed drafting a resolution in support of domestic partnership benefits.

ADJOURNMENT

The motion to adjourn was made and seconded. The meeting adjourned at 1750.

Resolution 2012-2013-1 Approval of the Proposed Student Perception of Instruction Form

Whereas, the proposed Student Perception of Instruction form has been pilot tested and evaluated, and

Whereas, the analysis of results from the proposed Student Perception of Instruction form identified several items that contributed little additional information due to low correlation, and

Whereas, the purpose of the Student Perception of Instruction is primarily to provide a mechanism to assist faculty in improving their teaching, and

Whereas, the Faculty Senate has considered these factors and a final revision has been reviewed,

Be It Resolved, that the Faculty Senate hereby approves the proposed revisions to the Student Perception of Instruction form, and

Be It Further Resolved, that the Faculty Senate strongly endorses the position that the evaluation of faculty should include multiple measures in addition to the Student Perception of Instruction.

Resolution 2012-2013-2 Correct Problems Associated with the Current Hangtag Pricing Policy

Whereas, the purpose of the Parking Services is to provide adequate parking facilities for students, faculty, and staff.

Whereas, the hangtag permits the UCF student, faculty, or staff to have the freedom of anonymity off campus for safety reasons, the safety of our students, faculty, and staff should not be compromised by the undue burden of a significantly higher cost.

Whereas, the decal creates a problem for families with multiple users and two or more vehicles in terms of which vehicle can be used for commuting to work.

Whereas, the hangtag would encourage carpooling, thus reducing the parking burden on campus, but a higher price associated with the hangtag discourages carpooling.

Be It Resolved, that the current Parking Services Pricing Policy, be revised to reflect the following changes:

- The fees for a parking hangtag and a parking decal sticker be equalized such that they cover the cost of the materials only.

Resolution 2012-2013-3 Fair and Equitable Treatment of University Personnel

Whereas, UCF is an equal opportunity employer, and

Whereas, the Faculty Senate and the university administration have previously recognized and endorsed diversity and non-discrimination, and

Whereas, policies endorsing equity and non-discrimination positively affect faculty members' lives and well-being, and

Whereas, such policies are associated with the recruitment and retention of quality personnel,

Be It Resolved, that the UCF Faculty Senate reaffirms the principle of fair and equitable treatment of university personnel in all aspects of faculty and staff experiences.

Resolution 2012-2013-4 Fair and Equitable Benefits for University Personnel

Whereas, the UCF Faculty Senate and the university administration have previously recognized and endorsed diversity and non-discrimination, and

Whereas, the UCF Faculty Senate has affirmed the policy of fair and equitable treatment of university personnel, and

Whereas, the policy of endorsing the extension of faculty benefits to partners and registered domestic partners is a clear demonstration of the principle of ensuring equity and non-discrimination for university personnel,

Be It Resolved that the UCF Faculty Senate supports the UCF Administration and Board of Trustees in their efforts in extending faculty benefits to partners and registered domestic partners.