

## MEMORANDUM

**Date:** November 9, 2017  
**TO:** All Faculty Senate Members  
**FROM:** William Self  
Chair, Faculty Senate  
**SUBJECT:** **Faculty Senate Meeting on November 16, 2017**

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Meeting Date: Thursday, November 16, 2017  
Meeting Time: 4:00 - 6:00 p.m.  
Meeting Location: Student Union Key West, Room 218

### A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of** *October 19, 2017*
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**

None.
7. **New Business**
  - Amendments/vote on resolutions brought forward by Steering August 17, 2017.
    - Resolution 2017-2018-2 Faculty Senate Bylaw Change, Undergraduate Policy and Curriculum and Undergraduate Course Review Committees
    - Resolution 2017-2018-3 Faculty Senate Bylaw Change, Undergraduate Common Program Oversight Committee
    - Resolution 2017-2018-4 Faculty Senate Bylaw Change, Admissions and Standards Committee
  - Discussion of resolution brought forward by Steering on October 12, 2017.
    - Resolution 2017-2018-5 Faculty Senate Bylaw Change, Governance in Academic Units
  - Advance notification of resolutions brought forward by Steering for the December 7 Senate meeting, allowing 30-days to review from the November 3 email distribution.
    - Resolution 2017-2018-7 Faculty Senate Bylaw Change, University Promotion and Tenure Committee and Procedures
  - Faculty Salary Gender Study update – *Linda Sullivan*
  - High Impact Educational Practices at UCF – *Elizabeth Dooley and Kim Schneider*

**8. Committee Reports**

- Budget and Administrative Committee – *Kimi Sugaya*
- Information Technology Committee – *Reid Oetjen*
- Parking, Transportation and Safety Committee – *Ahmad Elshennawy*
- Personnel Committee – *Stephen King*
- Graduate Council – *Jim Moharam*
- Undergraduate Council – *Nina Orlovskaya*

**9. Other Business**

**10. Adjournment**

**Faculty Senate Meeting**  
Minutes of  
**October 19, 2017**

William Self, chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures.

**MINUTES**

A motion to approve the minutes of August 24, 2017 was made and seconded. The minutes were approved as recorded.

**RECOGNITION OF GUESTS**

Sara Duff, Librarian, University Libraries

Kristy McAllister, Coordinator, Academic Affairs Information and Publication Services

Keisha Hoerrner, Associate Dean for Teaching and Learning and the College of Undergraduate Studies

**ANNOUNCEMENTS**

Dr. Self welcomed Laura Gonzalez as an interim senator for the College of Nursing and also welcomed Danielle Stewart, the Student Government Association Representative to the Senate meetings. As specified in the *Faculty Constitution*, Ms. Stewart is able to participate in discussions and debate.

Resolution 2017-2018-1 Availability of Lactation Rooms for UCF Women was approved by the provost October 13.

**OLD BUSINESS**

None.

**REPORT OF THE PROVOST**

Collective Impact – Strategic Plan

Reminded the senators that the Marchioli Collective Impact Innovation Award is open for nomination until **October 27**. This award is focused on an innovative program or initiative that has demonstrated measurable outcomes that can be scaled across the university. The awardee receives \$5,000 or a grant. The guidelines and application can be found at <https://www.ucf.edu/strategic-plan/champions/>.

Looking for good ideas on the Collective Impact Community Challenge. In this challenge, the university will choose a significant community issue that also has a national or global implication. As a first challenge, the university has already chosen the educational ecosystem from birth to post graduate work in the Parramore community in conjunction with the downtown campus. This is probably a 20-30 year project. Suggestions for a second challenge are being sought. Nominations for the Challenge can be submitted at [https://ucf.qualtrics.com/jfe/form/SV\\_5oOKUYH9y3IIvPL](https://ucf.qualtrics.com/jfe/form/SV_5oOKUYH9y3IIvPL) until **November 17**.

### Luminary Awards

The inaugural UCF Luminary Award celebration was held Wednesday evening. Forty-five faculty members were celebrated for shining a light on UCF, exceptional creative work, research and scholarly activity that leads to impact, and international recognition. The Luminary Awards will be presented annually.

### Task Forces

The Academic Health Sciences Task Force (AHSTF) led by Deborah German is looking at how to align UCF expertise in health and clinical fields. The task force was developed after the final approval to build the academic hospital in Lake Nona. Two Town Hall meetings are scheduled for faculty and staff to gather information, ideas, hopes and concerns regarding the Academic Health Science Center.

October 20	12:00 – 1:00 p.m.	HPA1, room 116
October 23	12:00 – 1:00 p.m.	Morgridge International Reading Center.

The Urban Innovation and New Media Task Force is being led by Elizabeth Dooley and Thad Seymour. The task force was formed due to the opportunity the UCF Downtown Campus offers. The task force will identify the alignment of programs that can eventually make the best use of the urban setting. Updates can be found on the College of Health and Public Affairs website at <https://www.cohpa.ucf.edu/envisioning-academic-future/>. Everyone is encouraged to share ideas with committee members.

The Faculty Excellence and UCF Global Task Force is led by Michael Johnson. The task force is taking a fresh look at the two Academic Affairs units previously led by a single vice provost to determine if the units should stay together or be aligned differently. The task force emailed a survey link to gather ideas. The survey is open until Friday, **October 20**. One town hall was held October 16. A second Town hall is scheduled for **October 20** from 9:00 – 10:00 a.m. in Classroom Building II, room 204. Contact Maggie Leclair to submit ideas or feedback.

### Dean Searches

The search committee for the Burnett Honors College dean has submitted its final recommendations. We are currently in the process of moving forward with the recommendations. An international search was just initiated for the dean of the Rosen College of Hospitality Management. Approximately 20 potential candidates have been nominated, both internally and externally. If you have additional nominations, send the information to Paul Jarley, chair of the search committee.

### Bill & Melinda Gates Foundation

Foundation employees have been on campus this Fall learning about UCF's digital learning environments and mission of access in preparation for another visit next week by the President, CEO, and division directors of the foundation. They will be visiting with faculty and students while on campus.

### Provost Forums

Last year, four forums were held on Research and Graduate Studies, Faculty Excellence and Prominence, Student Success, and Funding and Philanthropy. These forums will be repeated in 2017-2018 to provide updates on collective progress. The first two forum scheduled are:

Research and Graduate Studies, Liz Klonoff  
November 17, 2017  
9:00 – 10:30 a.m.  
Morgridge International Reading Center

Faculty Excellence and Prominence, Jana Jasinski  
December 6, 2017  
3:00 – 4:30 p.m.  
Morgridge International Reading Center

The half-day college visits initiated last year will be scheduled again this year discussing the progress as it relates to each college.

### Iowa State University Presidential Search

The provost announced that he withdrew as a finalist in the Iowa State University Presidential search this morning. Iowa State University is a historic and interesting institution. The process was rapid, difficult and fun at the same time. The provost remains excited about UCF's trajectory and about being a part of the exciting initiatives started.

### **NEW BUSINESS**

#### Discussion of resolutions brought forward by Steering August 10, 2017.

Resolution 2017-2017-2 Faculty Senate Bylaw Change, Undergraduate Policy and Curriculum and Undergraduate Course Review Committee; Resolution 2017-2018-3 Faculty Senate Bylaw Change, Undergraduate Common Program Oversight Committee; and Resolution 2017-2018-4 Faculty Senate Bylaw Change, Admissions and Standards Committee were developed over the summer based on conversations with the College of Undergraduate Studies. The resolutions are up for discussion today. Any possible amendments and a vote will occur at the November meeting. No discussion.

#### Resolution 2017-2018-5 Faculty Senate Bylaw Change, Governance in Academic Units

Dr. Self informed the senators that this resolution is on the agenda to allow 30-days to review the resolution prior to discussion at the November meeting. An informal working group led by Kevin Coffey was formed in February to revise resolution 2016-2017-9 that was denied last year. There is no action to take on this resolution today.

Resolution 2017-2018-6 Endorsement of University of Chicago Statement on Freedom of Expression

The resolution was brought forward by Ann Miller, a College of Sciences senator. A motion and second was made to approve the resolution. Open for discussion. Dr. Miller indicated the resolution states firmly the Senate's belief that our responsibility as a university is to be a marketplace for ideas. No other discussion.

Motion and second to approve the resolution.

Vote: All in favor to approve the resolution; motion passes.

**COMMITTEE REPORTS**

Budget and Administrative Committee – Kimi Sugaya

The committee met on September 6 and October 4, 2017. At the September meeting, the committee discussed the need for additional teaching assistants and support staff due to the increase in faculty hires. The committee is gathering data by department. Invited Ami Zulich, the coordinator from the Office of Research to the Faculty Travel Awards program to provide the history the Program. Current funding award levels are \$500, \$1,000, or \$2,000 depending on whether the travel is local, national, or international. Committee suggested using \$500 for U.S. travel and \$1,000 for international travel. At some point, more funds need to be made available to help support junior faculty.

Information Technology Committee – Reid Oetjen

The committee met on September 25 to discuss the Student Perception of Instruction (SPoI) in regards to the Student Government Association request to have better access to the scores. Chuck Dziuban was invited to a future meeting to discuss how to improve results to the university community and maybe build a database for data mining purposes to better interpret scores. The next meeting is scheduled for Monday, October 23 where the committee will discuss the Multi-factor Authentication and the university teleconference technology.

Parking, Transportation and Safety Committee – Ahmad Elshennawy

The committee met October 9 to discuss the lack of faculty parking available. Asked the senators to email if they have experienced parking issues, citations, or commuter parking issues. Also discussed poor signage on campus for visitors. Bill Martin discussed the university efforts to improve signage. The committee suggested signage to direct visitors to the visitor center, better lighting, signage at the entrance to the campus in addition to outside the garages. Also discussed the issue of utility vehicles driving too fast and dangerously. It was noted that the departments that use these vehicles predominately are Administration and Finance, Student Development and Enrollment Services (SDES), post office, and Athletics. It was suggested that the chair ask the office of the provost to communicate with these divisions about cart safety. Next meeting is scheduled for November 13.

Personnel Committee – Stephen King

The committee met September 20 and October 18. Committee discussed the issue of short notice to faculty regarding teaching assignment (summer, night class, or mode), not allowing enough preparation time. There are policies in existence and the committee believes this might be a training and education problem. Also discussed changes to the promotion and tenure process. Due to the increase in new faculty hires, the applications will almost double in the near future. Two resolutions have been forwarded to the Steering Committee to address the issues. One resolution suggests that any unanimous applications bypass the university committee and go directly to the provost. However, the provost has the option to request a review by the committee. The second resolution asks to include a faculty member from the Office of Research to the committee to represent faculty from the centers and institutes. Also discussing the Emeritus Policy. Not all the recommended changes submitted last year were included in the revised policy. Other changes have unintended consequences.

Graduate Council – Jim Moharam

No report.

Undergraduate Council – Charles Kelliher

No report.

**OTHER BUSINESS**

As an information item, the Conflict of Interest – Compliance Committee are looking for input and ideas. The first area is the question of summer funding for 9-month research faculty and how it compares to 12-month (soft money) faculty. The committee is also reviewing the Conflict of Interest form in regards to ambiguous language and options, which if selected, won't let you make a change. If there are any items on the Conflict of Interest form that are concerning, please email Joe Harrington or Doug Backman.

**ADJOURNMENT**

The meeting adjourned at 4:37 p.m.

1                   **Resolution 2017-2018-2 Faculty Senate Bylaw Change, Undergraduate Policy**  
2                   **and Curriculum and Undergraduate Course Review Committees**

3                   **Whereas**, the duties and responsibilities of the Undergraduate Policy and Curriculum and  
4                   Undergraduate Course Review committees have not been updated to reflect university  
5                   organizational or process changes since 2010; and

6                   **Whereas**, the College of Undergraduate Studies would like to modify the duties and responsibilities  
7                   to clearly reflect the committees duties and responsibilities; therefore

8                   **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows:

9                   **1. Undergraduate Policy and Curriculum Committee**

10                   a. Duties and Responsibilities.

- 11                   i. To study, review, and provide recommendations on undergraduate academic  
12                   policies, ~~instruction, and standards.~~
- 13                   ii. To study, review, and provide recommendations on university-wide  
14                   undergraduate degree requirements, including the General Education Program  
15                   (GEP), foreign language requirements or proficiency, admission standards,  
16                   ~~instruction,~~ and baccalaureate academic honors.
- 17                   iii. To study and review recommendations from the University Common Program  
18                   Oversight Committee on changes to the General Education Program and to  
19                   transmit recommendations to the ~~Faculty Senate vice provost for Teaching and~~  
20                   Learning and dean of the College of Undergraduate Studies for approval.
- 21                   iv. To review and make recommendations on all proposals for planning and  
22                   implementation of new undergraduate degree programs, minors, and  
23                   elimination of existing programs that will be submitted by the committee to the  
24                   Office of Academic Affairs prior to submission to the Board of Trustees for final  
25                   approval.
- 26                   ~~v. To review the university program review reports and make recommendations~~  
27                   ~~on any policy or curriculum changes that might appear warranted based on the~~  
28                   ~~program review.~~
- 29                   v. To review and make recommendations on all proposals for revisions to existing  
30                   degree programs, and certificates.
- 31                   vi. To review and make recommendations on the allocation of the Equipment Fee  
32                   to the vice provost for Teaching and Learning and dean of the College of  
33                   Undergraduate Studies, who submits his/her recommendations to the provost  
34                   and executive vice president.
- 35                   vii. To transmit its recommendations to the vice provost for Teaching and Learning  
36                   and dean of the College of Undergraduate Studies, who submits his/her  
37                   recommendations to the provost and executive vice president. The committee  
38                   may also make recommendations to the Steering Committee of the Faculty  
39                   Senate.



- 40           **2. Undergraduate Course Review Committee**
- 41           a. Duties and Responsibilities.
- 42                   i. To review all undergraduate course additions, revisions or deletions, and special
- 43                   topics course requests and transmit its recommendations to the vice provost for
- 44                   Teaching and Learning and dean of the College of Undergraduate Studies (or
- 45                   designee) for approval. The vice provost for Teaching and Learning and dean of
- 46                   the College of Undergraduate Studies will inform the Undergraduate Policy and
- 47                   Curriculum Committee of any related mandated curricular changes.
- 48                   ii. To review recommendations from the Undergraduate Common Program
- 49                   Oversight Committee regarding course proposals related to the General
- 50                   Education Program.
- 51                   iii. To make recommendations on the allocation of the Materials and Supplies Fee
- 52                   to the vice provost for Teaching and Learning and dean of the College of
- 53                   Undergraduate Studies, who submits his/her recommendations to the provost
- 54                   and executive vice president.

*Approved by the Faculty Senate Steering Committee on August 17, 2017.*

1                   **Resolution 2017-2018-3 Faculty Senate Bylaw Change, Undergraduate**  
2                   **Common Program Oversight Committee**

3           **Whereas**, the duties and responsibilities of the Undergraduate Common Program Oversight  
4           Committee has not been updated to reflect university changes since 2010; and

5           **Whereas**, the College of Undergraduate Studies would like to modify the duties and responsibilities  
6           to clearly reflect the duties and responsibilities; therefore

7           **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows:

8           **I. Undergraduate Common Program Oversight Committee**

9               1. Duties and Responsibilities.

- 10                           ~~a. To monitor that students fulfill common undergraduate program requirements~~  
11                           ~~such as General Education Program, diversity, Gordon Rule, and foreign~~  
12                           ~~language, and CLAST as outlined in the undergraduate catalog.~~
- 13                           a. To monitor university-wide undergraduate curriculum requirements such as the  
14                           General Education Program, diversity, Gordon Rule, foreign language  
15                           proficiency, and to review any changes, additions, or deletions to those  
16                           curriculum requirements.
- 17                           b. To review, monitor, and make recommendations to the vice provost for  
18                           Teaching and Learning and dean of the College of Undergraduate Studies on  
19                           ~~that all~~ courses and syllabi submitted to fulfill the university diversity  
20                           requirement meet the established definition of diversity.
- 21                           ~~c. To review and approve alternative diversity plans for those units in which some~~  
22                           ~~students cannot meet the diversity graduation requirement via the General~~  
23                           ~~Education Program or a course in the major.~~
- 24                           d. To make recommendations to the Undergraduate Policy and Curriculum  
25                           Committee on changes to the General Education Program.
- 26                           e. To make recommendations to the Undergraduate Course Review Committee  
27                           regarding course proposals related to the General Education Program.
- 28                           ~~f. To work with the Faculty Center for Teaching and Learning, The Burnett Honors~~  
29                           ~~College, the Office of Diversity Initiatives, and other units as appropriate to~~  
30                           ~~develop lectures, workshops, and other opportunities to permit faculty~~  
31                           ~~development related to the diversity requirement.~~
- 32                           ~~g. To oversee the creation of survey instruments and other assessment materials~~  
33                           ~~regarding the General Education Program and to work with the deans and chairs~~  
34                           ~~to incorporate the results into the General Education Program.~~
- 35                           ~~h. To review initiatives directed towards enhancing undergraduate academic~~  
36                           ~~experience.~~

Approved by the Faculty Senate Steering Committee on August 17, 2017.

1                   **Resolution 2017-2018-4 Faculty Senate Bylaw Change, Admissions and**  
2                   **Standards Committee**

3           **Whereas**, during the 2014 Legislative Session, the passage of House Bill 433 amended Florida  
4           Statutes 1012.56, eliminating the obsolete option of achieving a passing score on the CLAST to  
5           satisfy the general knowledge requirement; and

6           **Whereas**, the requirement for CLAST expired June 2009; therefore

7           **BE IT RESOLVED** that the *Bylaws* for the Admissions and Standards committee be amended as  
8           follows:

9           **Admissions and Standards Committee**

10                   1. Duties and Responsibilities.

- 11                           a. To consider all undergraduate student admissions that do not meet the  
12                           minimum university admissions standards and that are referred to it by the  
13                           Office of Undergraduate Admissions.
- 14                           b. To consider all undergraduate student appeals of readmission decisions or  
15                           academic standing.
- 16                           c. To consider undergraduate student appeals of decisions that have been made  
17                           by the College of Undergraduate Studies concerning late withdrawals, late  
18                           drops, late adds, and medical withdrawals.
- 19                           ~~d. To consider continuation of undergraduate students who fail to meet CLAST~~  
20                           ~~requirements in accordance with appropriate rules and regulations.~~
- 21                           e. To consider graduate student appeals of decisions that have been made by the  
22                           College of Graduate Studies concerning late withdrawals, late drops, late adds,  
23                           and medical withdrawals.

*Approved by the Faculty Senate Steering Committee on August 17, 2017.*

1                   **Resolution 2017-2018-5 Faculty Senate Bylaw Change, Governance**  
2                   **in Academic Units**

3   **Whereas**, the *Faculty Senate Constitution* contains Article VII. Governance in Academic Units, specifying that  
4 each academic unit of the university shall provide for non-administrative faculty representation in its  
5 governance; and

6   **Whereas**, the *Bylaws* do not provide details regarding governance in Academic Units; therefore

7   **BE IT RESOLVED** that the *Bylaws* of the *Faculty Constitution* be amended as follows to include a new Section  
8 IX. Governance in Academic Units with the Constitution Article VII automatically updated to reflect, as set  
9 forth in Senate Bylaws, Section IX:

10   **SECTION IX.**  
11   **Governance in Academic Units**

12       A. Operation and Bylaws

13       Each academic unit, and departments and schools whose leader holds an administrative  
14 appointment, must operate according to written bylaws approved by a majority of the unit's general  
15 faculty. The unit's general faculty is defined in Faculty Senate Bylaws *Section I. Definition of Faculty*  
16 and typically includes the leader of the unit. The unit's bylaws will be approved by the unit faculty,  
17 the unit leader, and appropriate Dean (or equivalent). The Dean will have the Office of Faculty  
18 Excellence review the bylaws to ensure compliance with university policy. When fully approved, the  
19 bylaws will be posted electronically by the Office of Faculty Excellence in a manner accessible and  
20 easily navigable by all unit faculty. The unit bylaws will be reapproved and revised (as needed) every  
21 five years or whenever requested by a majority of the unit faculty.

22       B. The unit bylaws shall at least include the following topics:

- 23           a. Frequency of Meetings - Meetings of Department/School faculty will be regularly called by  
24 and presided over by the leader. Their frequency will depend on the needs and usages of  
25 the units. At least one meeting per semester shall be held. Chairs and directors in colleges  
26 with multiple units should meet at least monthly with the college dean.
- 27           b. Meeting Rules - Unit meetings should run according to the latest edition of *Robert's Rules of*  
28 *Order*, or other rules as specified in the unit's bylaws (note the quorum and recusal rules  
29 therein).
- 30           c. Faculty-called Meetings - The faculty in a Department/School shall be entitled to call a  
31 special meeting with a specific agenda upon presentation to the appropriate leader of such  
32 a request of one-third of the Department/School faculty. The special faculty meeting shall  
33 occur within five business days of the presented request if reasonably possible.
- 34           d. Membership and Voting - All general faculty should attend and participate in unit meetings.  
35 The unit bylaws must designate voting rights.
- 36           e. Records - Proposed meeting agendas must be provided to the faculty by the leader in  
37 advance of the meetings. Minutes must be circulated to the members before the next  
38 meeting and offered for approval at the next meeting. Agendas and approved minutes must  
39 be posted electronically in a manner accessible and easily navigable by all unit faculty. A  
40 shared drive or unit intranet is the preferred means for information sharing.

- 41 f. Except for records deemed confidential under law or university policy, leaders must not  
42 keep unit records confidential from unit faculty. As requested by unit faculty, records must  
43 be posted electronically in a manner accessible to all unit faculty.
- 44 g. Unit policies and bylaws; unit budgets; formal plans; unit meeting agendas, minutes, and  
45 exhibits; unit committee records (including membership, agendas, minutes, and exhibits); as  
46 determined by a majority of the faculty of each unit, must be posted online in a manner  
47 accessible and easily navigable by all unit faculty.
- 48 h. Upon the request of unit faculty, other public data relevant to unit members should be  
49 posted electronically in a manner accessible and easily navigable by all unit faculty.
- 50 C. Steering Committee
- 51 Each unit is strongly encouraged to have a steering or executive committee of senior faculty to  
52 advise the unit leadership.

*Approved by the Faculty Senate Steering Committee on October 5, 2017.*

1                   **Resolution 2017-2018-7 Faculty Senate Bylaw Change, University Promotion and**  
2   **Tenure Committee and Procedures**

3  
4 **Whereas**, the university has, in recent years, markedly increased the number of tenure-line faculty  
5 hired, resulting in an increase from 43 to 79 applications reviewed by the University Promotion and  
6 Tenure committee between 2015-2016 and 2016-2017; and

7  
8 **Whereas**, Faculty Excellence projects the University Promotion and Tenure committee’s caseload to  
9 steadily increase to over 120 applications by 2020-2021; and

10  
11 **Whereas**, the University Promotion and Tenure Committee estimates the maximum number of  
12 applications to review to be around 50 for a reasonable caseload; and

13  
14 **Whereas**, one of the primary roles of the University Promotion and Tenure Committee is to advise the  
15 Provost about applications that have received conflicting evaluations and votes at earlier steps of the  
16 review process; and

17  
18 **Whereas**, applications forwarded to the University Promotion and Tenure Committee having received  
19 unanimous positive votes at all previous levels comprise a substantial percentage of the University and  
20 Promotion Committee’s caseload (38 out of 79 in 2016-2017) and would not need this committee’s  
21 evaluation of conflicting evaluations; and

22  
23 **Whereas**, all applications between 2013-2017 that received unanimous positive votes at all levels  
24 before the University Promotion and Tenure Committee review were approved by the Provost and UCF  
25 BOT; and

26  
27 **Whereas**, bypassing the University Promotion and Tenure Committee for all applications that have  
28 received unanimous positive votes at all previous levels—that is, forwarding such cases directly from  
29 the Dean’s review to the Provost—would enable the University committee to maintain a reasonable  
30 workload and focus on applications that most need its evaluation; therefore

31  
32 **Be it resolved** that, beginning in the 2018-2019 promotion and tenure cycle, all tenure-line promotion  
33 and tenure cases that receive unanimously positive votes at all levels before the University Promotion  
34 and Tenure Committee will bypass this committee and be forwarded directly from the Dean’s review  
35 to the Provost. The Provost may still ask the University Promotion and Tenure Committee to review  
36 any such tenure-line cases if he/she needs the committee’s advisement about them; and

37  
38 **Be it further resolved** that the *Bylaws* of the *Faculty Constitution* be amended as follows:

39  
40 Section VIII. Joint Committees and Councils

41 **University Promotion and Tenure Committee**

42 1. Duties and Responsibilities.

- 43     a. To review and evaluate all **assigned** applications for promotion and tenure and make  
44         recommendations to the provost and executive vice president.

*Approved by the Faculty Senate Steering Committee on November 2, 2017.*

# What Are High Impact Educational Practices (HIPs) at UCF?

High Impact Educational Practices (HIPs) are learning experiences that strengthen a student's academic experience. Participating in HIPs strengthens a student's ability to develop intellectually and gain practical skills such as communication, collaboration, and critical thinking. (Kuh, 2008).

Students engaging in HIPs should:

- 1) Devote considerable time and effort to purposeful tasks that deepen their commitment to their activity and academic program.
- 2) Interact with faculty about substantive matters over an extended period of time.
- 3) Experience diversity and inclusion through contact with people who are different from themselves.
- 4) Receive frequent constructive feedback about their performance.
- 5) Connect what they are learning in different settings on-and-off campus.
- 6) Receive the tools and ethical grounding to act with confidence for the betterment of the human condition.

## UCF HIP Signature Experiences: A Campus-Wide Initiative

Specific upper division HIPs will be designed as signature experiences for each degree program, as a culminating academic experience. Beginning in the 2020-2021 catalog year, these experiences will be a graduation requirement.

Kuh, G. D. (2008). High-Impact Educational Practices: What They Are, Who Has Access to Them, and Why They Matter. Association of American Colleges and Universities.



First Year Courses/Seminars

Small groups of students and faculty meet on a regular basis to foster a community that emphasizes critical inquiry, writing, information literacy, and collaborative learning.

Learning Communities

Curriculum is integrated across courses to provide students with critical thinking experiences and opportunities for engagement beyond the traditional classroom.

Undergraduate Research

Research Intensive Courses actively engage students in a guided line of inquiry that adheres to the research process and include a research deliverable.

Directed Independent Research occurs with guidance from a faculty mentor, students explore an inquiry or investigation that makes or supports the creation of an original intellectual or creative contribution to the discipline.

Experiential Learning

Service-Learning is a course-based activity that combines civic engagement and academics to further the learning objectives of the class, address community needs; requires students to reflect on their activities.

Internship, Co-Ops, Clinical, and Practicums occur in a professional setting that allows students to gain real-world experience and benefit from supervision and coaching from professionals in the field.



Study Abroad & Global Learning

Experiences that encourage global and civic engagement, as well as an increased appreciation for cultures and diversity. Students have the opportunity to broaden their perspectives by studying in diverse, local communities or at international institutions.

Capstone Courses

A culminating experience that enables students to integrate skills and experiences and apply learnings from their degree programs to projects.

Integrative Experiences

Offers students an opportunity to explore integrative pathways that connect the core knowledge and skills of their major to real-world professional and civic contexts through cooperative learning.

\* This is not an exhaustive list of UCF HIPs. There are other academic opportunities offered on- and off-campus.