

**Faculty Senate Meeting  
Minutes of  
November 19, 2009**

Dr. Ida Cook, Faculty Senate Chair, called the meeting to order at 4:00 p.m. The roll was circulated for signatures. The minutes of October 29 were approved as recorded. Dr. Cook reminded senators to check the online attendance roll and contact the Senate office with any corrections.

**RECOGNITION OF GUESTS**

Richard Beary, Diane Chase, Elizabeth Hale, Joel Hartman, Lin Huff-Corzine, Jeff Morgan, Alison Morrison-Shetlar, José Vázquez, Lisa Wayte, George Gordon Worley, Michael Zelanés.

**ANNOUNCEMENTS**

Provost's Update

Today, the Board of Trustees (BOT) approved eliminating the one-time money from the budget over a five year period rather than the previously mandated two year period. Under this plan, UCF will utilize institutional reserves to maintain the budget until tuition makes up the hole left in the budget by the one-time money. It is estimated that, with the anticipated growth in tuition revenues, it will take seven years to recover the \$77 million that was cut from the recurring budget. UCF could absorb up to an additional 4% budget cut from the State. As a result of the enrollment growth this year there will be a second allocation to budgets before the December commencement. Distribution of funds will be directly based on student credit hours. Colleges will keep 65% of tuition revenue, 25% will be kept for administration, and 10% will be kept for investments, mainly in undergraduate education.

Dr. Cook offered a reminder that Commencement is approaching and encouraged faculty to attend.

**OLD BUSINESS**

College of Medicine TIP, RIA, and SoTL

Dr. Cook reported that the Steering Committee approved the College of Medicine's TIP, RIA, and SOTL documents.

Online Student Perception of Instruction – *Joel Hartman and Elizabeth Hale*

Effective this semester (fall 2009), all Student Perception of Instruction (SPoI) will be conducted online. A handout showing the online process was distributed. The SPoI will go live on Monday (11/23) at 8:00 a.m. and will close on December 7. Instructions for completing SPoI will go out to students by email on Monday. Instructions will also be displayed in MyUCF, as will reminders for students to complete the SPoI. Once submitted, the SPoI cannot be edited by student. Results will be sent to the colleges for distribution to the faculty in January 2010. Data will be sent to the colleges electronically so that statistics can be computed by colleges as they desire. Reports will be richer in statistical feedback information. Faculty should contact the Service Desk if they encounter any problems with the online system.

**NEW BUSINESS**

Emergency Management Plan & Recent Bomb Threat – *Jeff Morgan and Richard Beary*

Jeff Morgan, Coordinator of Emergency Management, discussed the Emergency Management for Higher Education (EMHE) Grant and the UCF Emergency Alert system. UCF

was awarded the \$475 thousand EMHE grant, which covers an 18 month period and will allow UCF to upgrade its emergency management in terms of plans, and training, and the establishment of a campus emergency response team. Mr. Morgan provided an overview of the various components of the UCF Alert System. An emergency guide has been developed and will be placed in key locations on campus.

Richard Beary, Chief of Police, discussed the bomb threat incident that occurred in the Classroom building last week. He provided a timeline of events and discussed the logistical response and the information disseminated to the community. The affected building was evacuated, a bomb sweep was carried out, and the buildings were cleared to be re-entered within an hour after the incident. Fire alarms were not set off during the bomb scare in order to avoid creating panic, activating the device, and distracting the bomb sniffing dog. Text messages went out campus-wide regarding closure of Parking Garage III once the bomb sniffing dog alerted on the suspect's car. Faculty should not release classes unless specifically told to do so by police or emergency managers.

#### Resolution from Personnel

Kevin Haran, Chair of the Personnel Committee, read aloud Resolution 2009-2010-1 Promotion Stream for Instructors/Lecturers. Discussion followed. Friendly amendments were made clarifying the language, as indicated below. The vote was called and the motion carried with all friendly amendments in place.

#### **Resolution 2009-2010-1 Promotion Stream for Instructors/Lecturers**

**Whereas**, instructors and lecturers are actively engaged in teaching at UCF, and  
**Whereas**, instructors and lecturers are integral parts of many UCF departments, and  
**Whereas**, instructors and lecturers currently have no formal promotion stream at the university, and  
**Whereas**, instructors and lecturers should have incentives to excel, and  
**Whereas**, at least five other universities in Florida and many others nationwide have created promotions streams for instructors and lecturers, and  
**Whereas**, such promotions would make UCF competitive for the highest quality educators, and  
Recognizing that this resolution will need to be bargained between the UFF and the UCF **administration Board of Trustees**,  
**Be It Resolved**, that the UCF Faculty Senate recommends that the UCF administration develop policy and procedures giving all full-time instructors and lecturers an opportunity for advancement. Promotion could be in the form of a title change (EX: Lecturer to Instructor) or via a "career ladder" with levels within a given title (EX: Senior Lecturer, Master Lecturer, Level 1 Instructor, Level 2 Instructor) and **should** be accompanied by an appropriate salary increase.

#### STANDING COMMITTEE REPORTS

Budget and Administrative Committee – *Ida Cook on behalf of Annette Khaled*

No report.

#### Graduate Council

The Appeals and Awards Committee met twice and reviewed approximately 20 student petitions per meeting.

The Curriculum Committee met twice and acted on the following course action and special topics requests: review of Music split classes; curriculum revisions to the MA Clinical Psychology program; review of Graduate Equipment Fee Requests; review of Material and Supplies Fee requests; addition of an American Humanics option to the Master of Nonprofit Management; course revision to the Emergency Management and Homeland Security certificate; course revisions to the Medical-Speech Language Pathology certificate; deletion of the Multicultural/Multilingual Speech-Language certificate; course deletion to the Corrections Leadership Certificate ; course revision to the Criminal Justice Master's Professional track.

The Policy Committee met twice. The committee approved recommendation for revisions to the Faculty Senate Constitution to transfer the Awards review and selection responsibilities from the Graduate Appeals and Awards Committee to the Graduate Program Review Committee and to revise the committee names accordingly. The committee approved a revision to the credit transfer policy.

The Program Review Committee met once and discussed the process to review graduate faculty credentials for reappointment.

#### Personnel Committee

The committee developed the resolution discussed above.

#### Undergraduate Policy and Curriculum Committee

The following were approved: *B.A. in French*: 1 class moved from elective to requirement; *B.S. in Photography*: Name changes in course titles, additions/deletions to upper division required courses, change from 39 to 42 required credits; *Cognitive Sciences Minor*: Added 2 philosophy courses to the foundation offerings, increased required credit hours from 10 to 12; *Art-Studio Minor*: Addition of portfolio review class to required courses; *B.A. in Digital Media*: Revision to program description, removed courses from Visual Language Core due to approval of new track in Emerging Media; *Addition of the Studio Art Track and the Emerging Media Track*. Program description changes and additions/deletions of courses; *B.A. in English – Creative Writing Major*: Eliminated 1 course and added "required gateway course in creative writing"; "Required gateway course in creative writing" added for *B.A. in English: Literature Major*, *Technical Communication Major*, *Creative Writing Minor*, and *Writing Minor*; Reduced language science curriculum from 10 to 8 credit hours and increased electives from 6 to 9 credit hours for *B.A./B.S. in Communication Science and Disorders* and *Communication Science and Disorders Accelerated Undergraduate-Graduate Program*; *Communication Science and Disorders Minor* reduced the language science curriculum from 10 to 8 credit hours and changed from a 24 hour minor to a 22 hour minor; *Communication Science and Disorders Certificate* reduced the language science curriculum from 10 to 8 hours and changed from a 13 hour certificate to an 11 hour certificate; *B.A. in Journalism* removed requirement that students specialize in 1 of the 3 tracks; *B.S. in Statistics* added and deleted courses, changing the credit hours from 51 to 47 credits.

#### **OTHER BUSINESS**

Dr. Cook reported that:

- The University Parking Committee has a meeting with the other (non-Senate) parking committee.
- Reporting Committee membership lists are being posted.
- Constitutional revisions are underway. There may be a special meeting in January to discuss changes to the constitution.

#### **ADJOURNMENT**

Motion to adjourn made and seconded. Meeting adjourned 5:35 P.M.

**Resolution 2009-2010-1 Promotion Stream for Instructors/Lecturers**  
(from the Personnel Committee)

**Whereas**, instructors and lecturers are actively engaged in teaching at UCF, and

**Whereas**, instructors and lecturers are integral parts of many UCF departments, and

**Whereas**, instructors and lecturers currently have no formal promotion stream at the university, and

**Whereas**, instructors and lecturers should have incentives to excel, and

**Whereas**, at least five other universities in Florida and many others nationwide have created promotion streams for instructors and lecturers, and

**Whereas**, such promotions would make UCF competitive for the highest quality educators, and

Recognizing that this resolution will need to be bargained between the UFF and the UCF Board of Trustees,

**Be It Resolved**, that the UCF Faculty Senate recommends that the UCF administration develop policy and procedures giving all full-time instructors and lecturers an opportunity for advancement. Promotion could be in the form of a title change (EX: Lecturer to Instructor) or via a "career ladder" with levels within a given title (EX: Senior Lecturer, Master Lecturer, Level 1 Instructor, Level 2 Instructor) and should be accompanied by an appropriate salary increase.

*Approved by the Faculty Senate on November 19, 2009.*

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

- **Important Dates:**

- SPol is available to students: 11/23/2009 thru 12/07/2009
- Spol data is processed for statistical analysis: 12/21/2009 thru 12/24/2009
- Spol results are delivered to the colleges: 01/04/2010

- **Spol Available to Students:**

- Students enrolled in class
  - Schedule of classes information
  - Class end date of 12/24/2009
  - Instructors selected for evaluation
  - Primary instructor
  - Secondary instructor
  - Teaching Assistant
-

*E-mail that went out to all faculty last evening*

Subject: **Fall 2009 Student Perception of Instruction**

Dear Faculty and Staff,

Please announce to your students that the Student Perception of Instruction (SPI) evaluation period for Fall 2009 is **November 23 through December 7**.

All SPIs will now be online. When students enter the myUCF portal during the evaluation period, they will receive a notice to complete the SPI forms for their course(s). This notice will continue to appear until they complete the assessment for all enrolled courses or the evaluation period ends.

Troubleshooting - Students having difficulty accessing the form or who do not get the option to fill out an evaluation for your class should be directed to contact the Service Desk at (407) 823-5117, via e-mail at [servicedesk@mail.ucf.edu](mailto:servicedesk@mail.ucf.edu), or via the web at <http://servicedesk.ucf.edu>.

Adding questions - If you wish to use evaluation items 17 through 25 to collect additional information, share the questions with your students during class and ask students to answer them in the order you provide them when completing the SPI for your course.

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*E-mail going to students Monday, November 23rd*

Subject: **Evaluate Your Faculty Online**

It's time to complete the Student Perception of Instruction (SPI) for your courses. Your comments on the evaluation forms are collected outside of each course and CANNOT be viewed by your professor until after grades are posted. In addition, the process has been designed so that your answers are completely anonymous.

All SPIs are online and may be accessed via Student Self-Service through the myUCF portal. Login to <https://my.ucf.edu> and navigate to the Student Self-Service folder. A list of courses to be evaluated will appear. Click on the "Evaluate" button next to each course listed and the form will open. You will return to the list of courses until evaluations are completed for ALL of your courses.

**Warning:** Once you select the option to begin the evaluation for a course, you must complete and submit it. You **cannot** save the form and submit it later. Submission of the evaluation form is final.

If you have difficulty accessing the form or do not get the option to fill out your evaluations, please contact the Service Desk at 407-823-5117, or by e-mail at [servicedesk@mail.ucf.edu](mailto:servicedesk@mail.ucf.edu). You can also contact them via the web at <http://servicedesk.ucf.edu>.

Remember, instructors cannot see your comments until AFTER grades are posted.

## **Student Perception of Instruction Online**

Faculty Senate – 11/19/2009

- **Faculty Notifications:**

- College Deans, Directors and Chairs memo
- Instructors of record were sent email thru Campus News
- Instructors of record were sent email to their email address recorded in myUCF

- **Student Notifications:**

- Email sent to their Knights E-mail address
  - myUCF login pop-up
  - To Do item within myUCF notifications pagelet
  - Reminder page when accessing the Student Center
  - Online Courses tab has SPol reminder pagelet
-

## Student Perception of Instruction Online

Faculty Senate – 11/19/2009

Student email notification

Subject: Evaluate Your Faculty Online

It's time to complete the Student Perception of Instruction (SPI) for your courses. Your comments on the evaluation forms are collected outside of each course and CANNOT be viewed by your professor until after grades are posted. In addition, the process has been designed so that your answers are completely anonymous.

All SPIs are online and may be accessed via Student Self-Service through the myUCF portal. Login to <https://my.ucf.edu> and navigate to the Student Self-Service folder. A list of courses to be evaluated will appear. Click on the "Evaluate" button next to each course listed and the form will open. You will return to the list of courses until evaluations are completed for ALL of your courses.

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Remember, instructors cannot see your comments until AFTER grades are posted.



# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

myUCF portal pop-up message at login

The screenshot shows the myUCF portal interface in a Mozilla Firefox browser window. The browser's address bar displays the URL: <https://portaldev.net.ucf.edu/psp/PADEV/EMPLOYEE/EMPL/h/?tab=DEFAULT>. The page features a header with the myUCF logo and navigation tabs for 'My Page', 'My Page 2', 'My Page 3', and 'Online Course Tools'. Below the header, there are search and link options: 'My Links...' and 'Search myUCF...'. The main content area is divided into sections: 'Personalize: Content Layout' with links for 'Home', 'Sign out', and 'Help'; 'myUCF Menu' with links for 'Academic Resources', 'Health', 'Student Self Service', 'Reporting Tools', 'Change my PID Password', 'Knights Email', 'UCF Home Page', and 'UCF COM Home Page'; and 'Important Notifications' with a 'Processing' status. A prominent pop-up message box is overlaid on the page, titled 'The page at https://portaldev.net.ucf.edu says:'. The message contains the following text: 'The student perception of instruction form is administered during the last two weeks of the semester. Please provide constructive and thoughtful responses to the questions. Responses cannot be viewed by your instructor until grades have been submitted. All submissions are anonymous. Warning: Once you select the option to begin a student perception of instruction form for a course, you must complete and submit it. You cannot save the form and edit it later. Please navigate to Student Self Service to access the evaluations page.' An 'OK' button is located at the bottom of the pop-up message box. Below the pop-up, a 'Portal Welcome Message' section provides instructions on how to personalize the portal content. At the bottom of the page, there is a link to 'Read portaldev.net.ucf.edu'.

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

myUCF Portal - Mozilla Firefox  
File Edit View History Bookmarks Tools Help  
ucf.edu https://portaldev.net.ucf.edu/PADEV/EMPLOYEE/EMPL/N/?tab=CF\_ONLINE\_CTOOLS  
Most Visited Get Maps and Directions WebMail Connections SmartUpdate CNN.com - Breaking N...  
CNN.com - Breaking News, U.S., World... myUCF Portal  
myUCF  
My Page My Page 2 My Page 3 Online Course Tools  
My Links... Search myUCF...  
Personalize: [Content Layout](#) Home | [Sign out](#) | [Help](#)

**myUCF Menu**

- Academic Resources
- Health
- Student Self Service
- Reporting Tools
- [Change my PID Password](#)
- [Knows Email](#)
- [UCF Home Page](#)
- [UCF.COM Home Page](#)

**Course Evaluations**

**Course Evaluations**

The student perception of instruction form is administered during the last two weeks of the semester. Please provide constructive and thoughtful responses to the questions.

Responses cannot be viewed by your instructor until grades have been submitted. All submissions are anonymous.

Warning: Once you select the option to begin a student perception of instruction form for a course, you must complete and submit it. You cannot save the form and edit it later.

[Click here to proceed to the course evaluations.](#)

**Webcourses@UCF**

Courses generally become available on the first day of classes. If you do not see a course listed on or after the first day of class, your instructor(s) may not have released course materials for viewing. For more information, please contact your instructor(s).

**eCommunity**

It looks like you are a student and not enrolled in any classes this semester (Fall 2009). eCommunity is only available to students currently enrolled this semester. If you feel this is incorrect please send an e-mail to [advsys@mail.ucf.edu](mailto:advsys@mail.ucf.edu) that includes your name and NID. Please do not ask us about your admission status. We do not handle this information. Please direct your admissions questions to the undergraduate or graduate admissions office. Thank you.

Done

Online Course Tools tab has a reminder pagelet

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

myUCF Portal - Mozilla Firefox

File Edit View History Bookmarks Tools Help

UCF.edu https://portaldev.net.ucf.edu/psp/PADEV/EMPLOYEE/EMPL/n?tab=DEFAULT

Most Visited Get Maps and Directions WebMail Connections SmartUpdate CNN.com - Breaking N...

myUCF Portal

myUCF

My Page My Page 2 My Page 3 Online Course Tools

My Links... Search myUCF...

Personalize: [Content Layout](#) Home | Sign out | Help

**myUCF Menu**

- Academic Resources
- Health
- Student Self Service
- Reporting Tools
- [Change my PID Password](#)
- [Knights Email](#)
- [UCF Home Page](#)
- [UCF.COM Home Page](#)

**Portal Welcome Message**

Welcome to myUCF! You can begin adding content by selecting "Personalize Content" located above the myUCF Menu (upper left hand side of the page). Once you have selected the content you are ready to personalize the layout. Select "Personalize Layout" that is located above the myUCF Menu (upper left hand side of the page). Additional help is available for personalizing myUCF by selecting "Help" located in the upper right hand corner. As new pagelets become available, they will be announced in the Portal News pagelet.

If you experience problems or have questions you can search the [Ask UCF](#) knowledge base or submit a question. Enjoy using myUCF!

**Important Notifications**

**Holds Cleared**

**Reason**

1 Your Holds Have Been Cleared

**To Do List**

**Reason**

1 Instructor Evaluation [Click here for details](#)

Done

A To Do item on the portal notifications pagelet

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

Employee-facing registry content - Mozilla Firefox

File Edit View History Bookmarks Tools Help

ucf.edu https://portaldev.net.ucf.edu/psp/PADEV\_1/EMPLOYEE/HE90DEV/c/FX\_12501\_HOLDS.FX\_12501\_HOLDS.GBL

Most Visited Get Maps and Directions WebMail Connections SmartUpdate CNN.com - Breaking N...

myUCF

My Links... Search myUCF...

Home Sign out  
New Window | Help | Customize Page

### To Do Item Details

To Dos	
Instructor Evaluation	The student perception of instruction form is administered during the last two weeks of the semester. Please provide constructive and thoughtful responses to the questions. Responses cannot be viewed by your instructor

[Return to Student Center](#)

Done

The detailed content of the To Do item

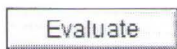
# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

The screenshot shows a Mozilla Firefox browser window with the address bar displaying a URL from portaldev.net.ucf.edu. The page content includes a navigation menu on the left with links like 'Academic Resources' and 'Health'. The main content area contains a message about the student perception form, a warning, and a table of courses. Each course entry in the table has an 'Evaluate' button.

Subject	Catalog Nbr	Section	Course Title	Name	Class End Date	Evaluate
CJE	5021	0001	FOUNDATIONS OF LAW ENFORCEMENT	Paoline,Eugene A	12/14/2009	<input type="button" value="Evaluate"/>
CCJ	5015	0001	THE NATURE OF CRIME	Adams,Kenneth G	12/14/2009	<input type="button" value="Evaluate"/>
CCJ	6704	0001	RES METHODS IN CRIM JUSTICE	Ross, Lee E	12/14/2009	<input type="button" value="Evaluate"/>

Accessing the Student Center gives the student this reminder page. Selecting the



button will transfer the student to the evaluation form.

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

Employee-facing registry content - Mozilla Firefox  
https://portaldev.net.ucf.edu/psp/PADEV\_1/EMPLOYEE/HE90DEV/c/FX\_12501\_HOLD5.FX\_12501\_HOLD5.GBL  
My Links... Search myUCF...  
Home Sign out

Academic Resources  
Health  
Student Self Service  
Reporting Tools  
Change my PID Password  
Knights Email  
UCF Home Page  
UCF COM Home Page

## Student Perception of Instruction

*The results of this form will not be available until final grades are assigned.*

This form provides you an opportunity to express your views of this course and the way it has been taught. The purpose of obtaining the information is to assist in the improvement of instruction and to provide a source of data in evaluating the instructor. It will serve these purposes best if you answer carefully.

**For items 1-16, please rate the instruction on each of these items concerning the conduct of the class.**

*(If an item appears inappropriate for this course, please leave it blank.)*

Course: CJE5021 0001 Course Title FOUNDATIONS OF LAW ENFORCEMENT Paoline,Eugene A

	Excellent	Very Good	Good	Fair	Poor
1. Feedback concerning your performance in this course was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
2. The instructor's interest in your learning was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
3. Use of class time was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
4. The instructor's overall organization of the course was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
5. Continuity from one class meeting to the next was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
6. The pace of the course was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
7. The instructor's assessment of your progress in the course was:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
8. The texts and supplemental learning materials used in the course were:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
9. Description of course objectives and assignments:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
10. Communication of ideas and information:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
11. Expression of expectations for performance:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
12. Availability to assist students in or outside of class:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P

Done

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

Employee-facing registry content - Mozilla Firefox  
https://portaldev.net.ucf.edu/psp/PADEV\_1/EMPLOYEE/HE90DEV/c/FX\_12501\_HOLD5.FX\_12501\_HOLD5.GBL

myUCF

My Links... Search myUCF...

Home Sign out

UNIVERSITY OF CENTRAL FLORIDA

11. Expression of expectations for performance:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
12. Availability to assist students in or outside of class:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
13. Respect and concern for students:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
14. Stimulation of interest in the course:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
15. Facilitation of learning:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
16. Overall assessment of instructor:	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
17. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
18. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
19. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
20. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
21. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
22. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
23. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
24. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P
25. Instructor Question	<input type="radio"/> E	<input type="radio"/> VG	<input type="radio"/> G	<input type="radio"/> F	<input type="radio"/> P

**Free Response Section**

The following items are designed to allow you to express your opinions about this course and to communicate directly to the instructor your particular feelings and suggestions concerning the course.

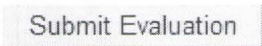
*The thing(s) I like the MOST about this course:*

Done

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

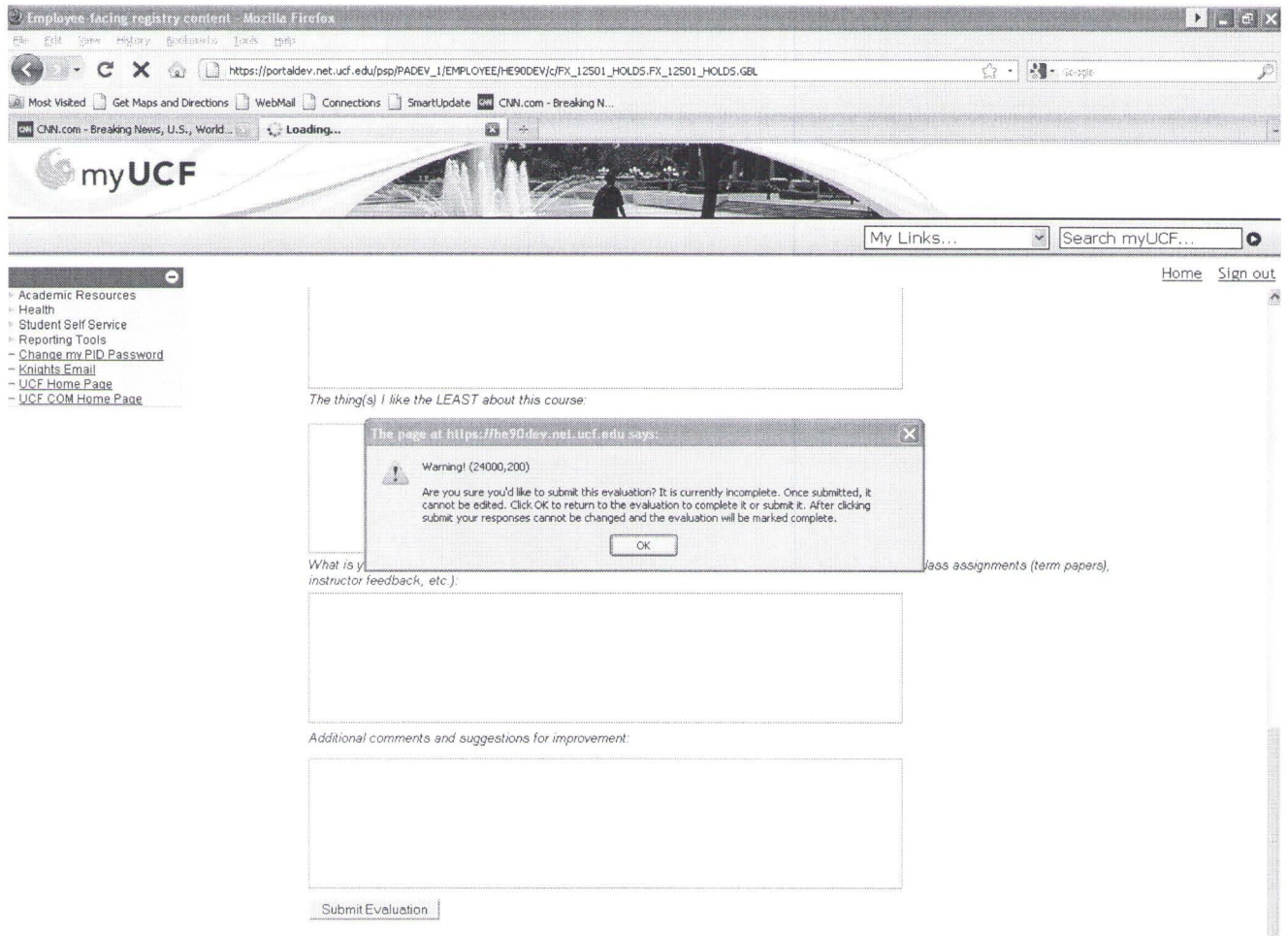
The screenshot shows a Mozilla Firefox browser window with the address bar displaying [https://portaldev.net.ucf.edu/psp/PADEV\\_1/EMPLOYEE/HE90DEV/c/FX\\_12501\\_HOLDS.FX\\_12501\\_HOLDS.GBL](https://portaldev.net.ucf.edu/psp/PADEV_1/EMPLOYEE/HE90DEV/c/FX_12501_HOLDS.FX_12501_HOLDS.GBL). The page title is "Employee-facing registry content - Mozilla Firefox". The browser's address bar shows "Employee-facing registry content" and a search bar for "myUCF...". The page features a navigation menu on the left with links such as "Academic Resources", "Health", "Student Self Service", "Reporting Tools", "Change my PID Password", "Knights Email", "UCF Home Page", and "UCF COM Home Page". The main content area contains three text input fields with the following prompts: "The thing(s) I like the LEAST about this course:", "What is your reaction to the method of evaluating your mastery of the course (i.e., testing, grading, out of class assignments (term papers), instructor feedback, etc.):", and "Additional comments and suggestions for improvement:". A "Submit Evaluation" button is located at the bottom of the form. The browser's status bar at the bottom shows "Done".

The evaluation is one scrollable page. Selecting the  button will submit the form.



# Student Perception of Instruction Online

Faculty Senate – 11/19/2009



If the first sixteen questions are not complete the student will receive a warning message.

If the student chooses to leave the form without submitting their answers they will have to start the form again.

Once the form is submitted the student cannot access their answers.

# Student Perception of Instruction Online

Faculty Senate – 11/19/2009

The screenshot shows the Student Center interface. On the left is a navigation menu with categories like Academic Resources, Health, Student Self Service, and Student Center. The main content area contains the following text:

The student perception of instruction form is administered during the last two weeks of the semester. Please provide constructive and thoughtful responses to the questions.

Responses cannot be viewed by your instructor until grades have been submitted. All submissions are anonymous.

Warning: Once you select the option to begin a student perception of instruction form for a course, you must complete and submit it. You cannot save the form and edit it later.

Subject	Catalog Nbr	Section	Course Title	Name	Class End Date	Evaluate
CJE	5021	0001	FOUNDATIONS OF LAW ENFORCEMENT	Paoline,Eugene A	12/14/2009	<input type="button" value="Evaluate"/>
CCJ	5015	0001	THE NATURE OF CRIME	Adams,Kenneth G	12/14/2009	<input type="button" value="Completed"/>
CCJ	6704	0001	RES METHODS IN CRIM JUSTICE	Ross, Lee E	12/14/2009	<input type="button" value="Evaluate"/>

After the evaluation is submitted the  button is changed to .

This page continues to display until all evaluations are completed or the evaluation period has ended.

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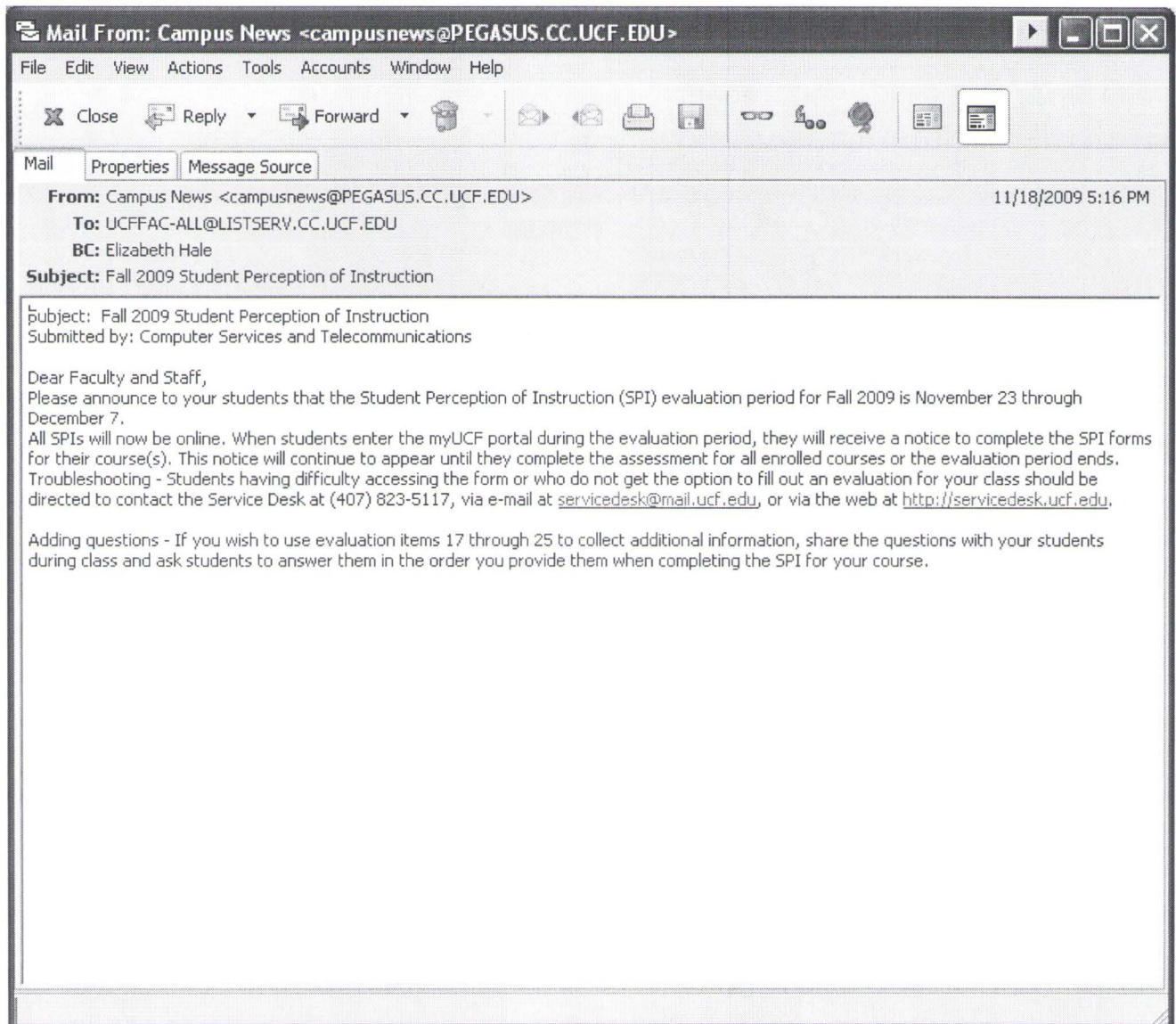
The screenshot shows a Mozilla Firefox browser window displaying an Oracle web application. The browser's address bar shows a URL from a UCF server. The application page has a header with the Oracle logo and navigation links. Below the header, there is a tab labeled 'SPI Count Per Course'. The main content area shows the text 'Fall 2009' and a table with the following data:

Subject Area	Catalog Nbr	Class Section	Evaluation Count
1 CJE	5021	0001	1

Instructor page to view the progress for their courses.

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Faculty notification sent directly to the primary instructors, secondary instructors and teaching assistants identified in the schedule of classes. Their business email address was used. If they did not have a business email address then their campus email address was selected.