



# Faculty Senate

## Steering Committee

Agenda for meeting of Thursday, November 21, 2024, 3:00 pm

Location: In person in the Charge on Chamber, Student Union Room 340

Zoom recorded Link:

<https://ucf.zoom.us/rec/share/HxMVJwXIsM3raKcx2961slepjPnpZJSb-IHjaYxP7nG2Cs7UWF7dnryJSLJepro.UE459YaZDufhDCsO>

Passcode: n628@tz=

1. [00:00:05] Call to Order 3:00 p.m.
2. [00:00:13] Roll Call via Qualtrics – Faculty Senate Chair Stephen King and Faculty Senate Vice Chair Jeffrey Kauffman.
3. [00:00:22] Approval of Minutes of October 24, 2024 – Minutes approved.
4. [00:00:39] Recognition of Guests  
Tim Letzring, Senior Vice Provost for Academic Affairs  
Joe Harrington, Interim Associate Vice President for Research and Scholarship  
Joel Cramer, Interim Vice Provost for Faculty Excellence  
Beau Case, Dean, UCF Libraries  
Rachel Vacek, Associate Dean, UCF Libraries  
Jennifer Wright, Program Manager, Student Conduct and Academic Integrity  
Jessica Portele, Student, UCF
5. [00:00:52] Announcements
  - Ad Hoc Civil Discourse Committee: The committee aims to meet before the upcoming break.
  - Attestation Form: The Chair and Vice Provost Letzring are collaborating on a draft of the attestation form required by the BOG. Once finalized, it will be shared with the Senate.
6. [00:02:31] Report of the Provost – Dr. Tim Letzring, Senior Vice Provost for Academic Affairs presented the report on behalf of the provost.
  - Acknowledgment: Appreciation was expressed for the work done by faculty on behalf of the university.
  - Upcoming BOT Meeting (December 5th):  
Faculty salary increase contract is expected to be approved.  
The Provost's Office will present proposals for a new Ph.D. and M.S. program in Planetary and Space Science.
  - Faculty and Staff Surveys:  
Data from the COACHE survey is available on the Provost's website and will be reviewed.  
The ModernThink survey recently closed with over 50% university-wide

participation, including over 40% from faculty. Results will be available in December and shared in the spring.

7. Unfinished Business – No unfinished business

8. [00:22:28] New Business

- Initial Discussion of Artificial Intelligence Policy at UCF
  - Chair King reminded the committee of the Provost's request for assistance in creating an AI policy statement but cautioned against starting with specific AI language to avoid limitations.
  - A short presentation was given by Chair King to initiate the conversation.
  - Representatives from FCTL, Student Success, Office of Research, UCF Libraries, and SGA participated in the discussion.
  - Following the discussion, Chair King proposed forming a subgroup including members from UCF Libraries, Student Success, students, and faculty senators to continue developing the policy.
- December 5th Senate Meeting Agenda:
  - A motion to include Senior VP Paul Dosal on the agenda to present a campus climate report on student success was approved.
- University Excellence and Professional Service Committee:
  - Senator Gallo and Vice Chair Kauffman will join Chair King on this committee to select the annual recipient of the Excellence Award.

9. [01:17:55] Committee Reports

- Motion to make Senator Aimee DeNoyelles as liaison (replacing Senator Michael Proctor) for B&A. Motion approved.
- All committee liaisons presented their reports.

10. Other Business – No other business

11. [01:29:05] Adjournment – 4:29 p.m.

*Daniel Seigler*

Daniel Seigler  
Secretary, Faculty Senate

*12/16/2024*

Date