Faculty Senate

Steering Committee

Minutes for meeting of Thursday, September 19, 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/JbuzgKVuAQ1tj331kMmVBdCKso0QKZIzQ_SVjt73smU8
qissFrVj7vwBTYBhUGwu.ELEhyYlyKc8nRVzk
Passcode: y^?is7%w

1. Call to Order 3:00 p.m.

2. Roll Call via Qualtrics: Faculty Senate Chair Stephen King, Faculty Senate Vice Chair Jeffrey Kauffman, and Secretary Daniel Seigler.

3. Approval of Minutes of August 22, 2024

4. Recognition of in-person Guests

   Michael Johnson, Provost, University of Central Florida

   Joe Harrington, Interim Associate Vice President for Research and Scholarship Joel Cramer, Interim Vice Provost, Faculty Excellence

   Joe Adams, Senior Communications Director

5. Announcements and Report from the Senate Chair

   a) Chair King shared the following three items at the meeting:

      i) Jeff Kauffman, Bill Self and Chair King attended the Board of Governors (BOG) meeting at USF. It was noted that New College is receiving $91,000 per student from state appropriations, while UCF is receiving $6,000 per student from state appropriations. There is hope that this disparity will lead to an increase in UCF's funding, which could be a positive development.

      ii) A BOG regulation regarding textbook review is open for comments. Each Board of Trustees (BOT) will be required to draft and adopt their own regulation in which faculty must attest that they have reviewed and approved the textbooks they are selecting, confirming that the material is suitable for the course.

      iii) BOT is meeting next Friday, Sept 27th at UCF Downtown

   b) The chair took questions about FSU and UF state appropriation and about the upcoming review of course material.

6. Report of the Provost

   a) The provost shared the following items with the senators:

      i) New AI leadership position being advertised – while FCTL has great support for faculty, there are two areas we must look at strengthening for faculty: (1) AI across the curriculum, and (2) how we offer support to faculty who want to use AI in their work – this position would help us figure out how we do this.

      ii) Need an official university statement regarding AI in the classroom – it is time to create language that guides us and our students and hopefully Senate can address this in some kind of formal statement or policy.

      iii) State mandated review of course syllabi for potential antisemitism– the

![UCF Faculty Senate logo]

provost's office completed the review of syllabi; guidance for what we need to do with identified courses will come in a few weeks and the provost wants to be able to include faculty who understand the material under review and involve them in the process of reviewing these courses.

    iv) BOG requirements for attesting to appropriate material for courses; the provost's office will look at this when an approved regulation comes out.

    v) Many requirements and changes occurring, please share your thoughts with the provost on these areas:

- Simple syllabus – new requirements in place this semester.
- Changing the ERP – Interfolio
- Digital accessibility of course materials

    vi) Modality changes: are faculty members changing course modes from what is in the official course material? The provost took a question on defining course modalities.

7. Unfinished Business

  a) Selection of Steering Liaison for Budget and Administrative Committee – Motion to appoint Senator Proctor as the liaison was approved.

8. New Business

  a) Steering Meeting at Rosen College

    i) Motion to hold Steering Committee Meeting at Rosen on March 27th - approved.

  b) Senate Agenda for October 3rd.

    i) Motion to add a Campus Climate Report: Update from Senior Vice President Gerald Hector was approved.

9. Committee Reports – Operational Committees and Curricular Councils except B&A presented their reports

10. Other Business

  a) Motion to steer the SPOI averages topic to the FCTL Advisory Committee was approved.

    i) SPOIs are calculated for the University, College and Department, and these averages are given to the faculty when they receive their individual SPOIs.

    ii) Average class size from the same department or college are not calculated.

    iii) Having comparative statistics on averages by department, college, university, and by class size would be helpful.

  b) The committee discussed the Coache survey with Interim Vice Provost Cramer

11. Adjournment – 4:18 p.m.

Daniel Seigler   *10/14/2024*

Daniel Seigler   Date

September 19th steering committee chair announcements and report

Chair report: Yesterday, Jeff Kauffman, Bill Self, and I attended the BOG meeting at the USF campus in Tampa.
Two updates I'll provide:

First, one governor examined the amount of funding New college is getting per student with last year's data, and compared that to the other SUS institutions in the same time frame….New college is receiving somewhere between 65 thousand to 91 thousand dollars from the state per student… it was noted, almost in shock by this governor, that UCF has the lowest state allocation in the 6 thousand dollar range.   That huge discrepancy was revisited several other times at the BOG, which I believe is to our favor as it shows UCF doing much more per dollar than all the other SUS institutions. I hope this conversation starts the BOG itself helping UCF make the case for future additional appropriations for our university.

Second, an amended Regulation will be open for comment about textbook review.
This is not directly the antisemitic topic I mentioned before, although that topic is the impetus for this change.

The basic idea in the regulation is that the Board of Trustees at each university will need to draft and adopt a way for faculty to attest that they have reviewed the material they will be using in their class, and that the material is appropriate for the class.

I helped push the ACFS to agree to provide the universities with best practices guidance on how to do this effectively and efficiently.

I think this is an important point, as almost every BOG regulation we have seen over the past mandated exact language that must be followed,
Now the ACFS has the opportunity to weigh in with the **faculty perspective on how best to do this**.   Personally, I feel this could be as easy as an additional click in a new box on your course materials adoption page that we all do. I will be working on this from my role in the ACFS and as a member of the Board of Trustees.

Last point The next Board of Trustee meeting is on September 27th, here at UCF…that's next Friday at the downtown campus.

Provost Michael D. Johnson's Report to Faculty Senate Steering
Thursday, September 19, 2024 | Student Union, Charge On Chamber

- The provost said he covered many topics at the recent full Senate meeting and would keep his report brief.

More about AI leadership
- Johnson reemphasized a new leadership position in his office that will help shape the future of artificial intelligence's role in academics at UCF.
- He said employers are saying graduates must know how to use AI to be competitive in the workforce. He said UCF needs to expand AI teaching into the curriculum in virtually all majors. Johnson said the faculty need support in achieving this, and also those interested in using AI tools in their research. Johnson said he is looking for someone to lead the way in figuring out what kind of support is needed and how to provide it.
- Johnson said the university also needs an official university posture on the appropriate use of AI in the classroom, and he said he would appreciate the Senate's input on the issue.

Responding to state requirements
- He said UCF met the BOG deadline to identify courses with Israeli-Palestinian keywords in course materials. Johnson said 57 courses were found in related keywords. The state's request of all the state universities is an effort to flag any antisemitism and anti-Israeli bias after an issue arose at another state institution.
- He said UCF expects to receive instructions on reviewing course materials soon. He said the reviews need to include faculty who understand the disciplines involved.

Navigating changes
- Johnson said various changes since 2020 when he became provost have led to added pressure on faculty. Those include COVID, Workday, directives from the state relating to curriculum, post-tenure review, BOG requests, and even new federal rules, such as regarding accessibility to materials.
- He said he would like the Senate's advice on what can be done to best support faculty in times of change and on other issues as they arise.

Steering Attendance Roster

Last Name	First Name	08/22/24	09/19/24	10/24/24	11/21/24	01/02/25	01/23/25	02/27/25	03/272025	Total Meetings Attended
Faculty Senate Leadership										
King	Stephen	1	1							
Kauffman	Jeffrey	1	1							
Seigler	Daniel	1	1							
Self	William									
College of Arts and Humanities										
Cash	Mason	1	1							
College of Business Administration										
Gallo	James	1	1							
College of Community Innovation and Education										
Oetjen	Reid	1	1							
College of Engineering and Computer Science										
Proctor	Michael	1	1							
College of Graduate Studies										
Maraj	Crystal	1	1							
College of Health Professions and Sciences										
Lopez Castillo	Humberto	1	1							
College of Medicine										
Chiarelli	Tina	1	1							
College of Nursing										
Parchment	Joy	1	1							
College of Optics and Photonics										
Dogariu	Aristide	1	1							
College of Sciences										
Schulte	Alfons	1	1							
Walters	Linda	1	1							
College of Undergraduate Studies										
Cadwell Bazata	Devon	1	1							
Division of Digital Learning										
DeNoyelles	Aimee		1							
Rosen College of Hospitality Management										
Judy	Jonathan (Jay)	1	1							
University Libraries										
Nuhn	Peggy	1	1							
Total Present		17	18	0	0	0	0	0	0	

1=Present

*Summer meetings do not count for or against a senator's attendance