Faculty Senate

Faculty Senate

Minutes for meeting of Thursday, September 5, 2024, 3:00 – 5:00 p.m.
Location: In person at the Charge on Chamber, Student Union, Room 340
Zoom Recorded Link: https://ucf.zoom.us/rec/share/TpsEo-lk_1okxeILxPfNXh4961uLoU4kGwQw5b1H870wrzLld3qXbhKYbcOPltqq.TEJLsdyvBDt_9DVl
Passcode: *pQU4S+5

1. [00:00:22] Call to Order- 3:00 pm

2. [00:00:35] Roll Call via Qualtrics: Roll Call via Qualtrics: Faculty Senate Chair Stephen King, Vice Chair Jeffrey Kauffman, Secretary Daniel Seigler, and Acting Past Chair William Self were present.

3. [00:01:05] Approval of Minutes of April 11, 2024- Minutes approved.

4. [00:01:27] Recognition of in-person Guests:

   Alexander Cartwright, UCF President

   Michael Johnson, UCF Provost

   Joel Cramer, Vice Provost for Faculty Excellence

   Joe Adams, Senior Communications Director

   Paige Borden, UCF Chief Analytics Officer

   Joe Harrington, Interim Associate Vice President for Research

   Alexander Brawley, Student Government Vice President

   Andrea Guzman, Vice President for Access and Community Engagement

   Joe Bizon, Leganto Librarian

   Quest Major, Hagerty High School Student & Scout BSA

5. [00:01:54] Announcements and Chair Report

   Chair King emphasized the importance of allowing everyone to speak once before speaking again on each motion, report, or presentation. He provided updates on upcoming meetings: the Board of Governors (BOG) meeting on September 18th in Tampa and the Board of Trustees (BOT) meeting on September 27th. Chair King also discussed the role of the Advisory Council of Faculty Senates (ACFS) as an advisory group to the BOG.

   Chair King highlighted the importance of faculty involvement in shared governance, focusing on four key areas:

1. Senators understanding their roles and responsibilities, with the new faculty companion course as a helpful resource.
2. Faculty gaining a better understanding of the data UCF uses for decision-making, supported by today's presentation.
3. Utilizing Senate committees to their fullest potential.
4. Recognizing the limitations faced by the university within the State of Florida.

6. [00:22:04] Report of the President

President Cartwright shared his vision for advancing UCF by securing commitment from stakeholders through engagement with the legislature, striving for preeminence, and increasing donations. He highlighted UCF's designation as a premier engineering and technology university, noting the benefits it brings to fostering a collaborative environment.

The university is shifting focus from seeking funding for buildings to investing in programs and people. UCF is committing $35 million to faculty salaries for growth and new hires, both in one-time and recurring payments. The president emphasized positioning UCF as a "destination of choice."

There was a slight enrollment increase this year, with UCF reaching nearly 70,000 students and receiving a record 61,000+ applications. The president also announced a faculty and staff survey launching this fall, encouraging participation. He addressed questions regarding enrollment, university finances, faculty salaries, and the repayment of funds used for the construction of Trevor Colbourn Hall. *(Please see attachments for full report.)*

7. [00:50:50] Report of the Provost

Provost Michael Johnson expressed optimism regarding UCF's growth, noting that while many universities are experiencing declining enrollment, UCF's growth presents positive challenges. He emphasized the importance of the president's efforts to establish UCF as a premier engineering and technology university and the impact this has had on stakeholders.

The provost highlighted the significance of teaching AI to students and encouraged faculty to take the lead in updating AESPs, explaining the connection between updated guidelines and national preeminence. He also addressed the

ongoing examination of course materials for antisemitism, mandated this fall, and expressed confidence in faculty professionalism when teaching difficult topics. Additionally, the provost reported on the summer's increase in student overrides, noting that although the numbers were up, the students who received overrides had high GPAs. He emphasized the need for advisors to remain mindful of overrides. *(Please see attachments for full report.)*

8. Unfinished Business

9. [01:27:07] New Business

   Senate Parliamentarian Linda Walters discussed the use of Robert's Rules of Order to guide meetings this year.

   Two resolutions were presented for information without debate:

   - Resolution 2024-2025-1: Bylaws Amendment regarding undergraduate student membership on the Undergraduate Policy and Curriculum Committee and the General Undergraduate Requirements Committee.
   - Resolution 2024-2025-2: Constitution Amendment aimed at adjusting Faculty Senate term durations to stagger terms within an academic unit.

10. [01:34:21] Committee Reports – There were no reports as committees are being charged.

11. [01:34:32] Campus Climate Reports

    Two climate reports were shared with the Senate:

    • Faculty Tutorial on Leganto was given by Kristine Shrauger, University Librarian and Joe Bizon, Assistant Librarian

    • Dr. Paige Borden, UCF Chief Analytics Officer, gave a tutorial on the various Interactive Dashboards available to faculty

12. Other Business

    Chair King responded to a question regarding the details of post-tenure review.

13. Adjournment - 4:57 pm

Daniel Seigler   *09/23/2024*

Daniel Seigler   Date
Secretary, Faculty Senate

September 5th senate meeting- chair announcements and report

The first announcement is about how we complete our business here in the senate: My goal is to have as many different senators participate in our meetings as possible, so that as many faculty from across the campus are represented.

I want to point out that one of the duties I have as the chair is to call on senators to speak at various parts of the agenda, such as after the president or the provost give their reports.

To help facilitate our discussions, and to get the most opportunities for everyone to speak, I will only call on a senator once during each of our question and answer periods. Also, I will not call on anyone for follow up questions or follow up comments. You are welcome to do that yourself AFTER the senate meeting has concluded, or in email conversations or in other ways

My second announcement is for upcoming Board of Trustees and Board of Governors meetings: On September 18th the Board of Governors is meeting at the USF campus in Tampa. Jeff Kauffman, Bill Self, and I will all be attending the meeting.
On September 27th, the UCF Board of Trustee meeting is meeting here at UCF. These meetings are open to the public, and can be very informative if you are able to attend.

On to my report I have two main topics….
FIRST two subjects being followed by the Advisory Council of Faculty Senates …commonly known as the ACFS

SECOND. How do we get more faculty involved in the decision-making process here at UCF?

I'll start with updates from the ACFS. The ACFS is made of two faculty senate officers from each of the 12 Universities in the SUS. It is an advisory body to the Board of Governors, and very importantly, acts as a way for all the faculty senate chairs to share information, concerns, and ideas with each other and with the BOG.

My first ACFS subject is the sharing of Post tenure review data at our respective institutions. I've mentioned part of this before, but I want to share data from a total of six SUS Universities.
In the BOG mandated post tenure review process, faculty are evaluated and then put into one of 4 categories:
Exceeds Expectations
Meets Expectations
Does not meet Expectations
Unsatisfactory

Faculty in the "Does not meet expectations" category are given a one-year **performance improvement plan,** to meet agreed upon improvement goals.

Faculty in the **Unsatisfactory category** are given a notice of termination

At UCF, 8 faculty were in the does not meet expectations category and two faculty were in the unsatisfactory category. This means approximately 11% of faculty that were evaluated in the first wave were in one of the lower two categories.

AT the University of Florida, over 20% of faculty that were evaluated were in the bottom two categories. I do not know the breakdown within those lower categories at UF or any of the other institutions I'll be giving data for.

At FSU, there were 0% in the lower two categories…one critical note: faculty at FSU were able to self-select to go up this first year at FSU

I now have data for FIU, UWF, and UNF: each of those had between 5-7% of faculty in the lower two categories.

This shows that UCF is somewhere in the middle of what other SUS Universities have reported for outcomes.   I hope the faculty that were given **performance improvement plans** are able to achieve the goals of their plans and remain as productive faculty members here, and at the other SUS institutions

The ACFS will be following this closely to see what we can learn from the remaining SUS members, and to better understand the outcomes from the entire process. I will share more when I learn more

I have one major take away I want to share with all faculty when it comes to post tenure review and for annual evaluations:

Please sit down with your chair or director. Talk about what your percent effort in teaching, scholarship, and service.   Make sure the effort you have listed in your yearly assignment accurately reflects your current duties.

In the past, it hardly mattered what % effort you had…but with post tenure review, your assigned percent effort is a critical part of how we are being evaluated. Many of us haven't had any change in our listed % effort since we were first hired here, but our duties and effort may have changed significantly in that time.

The second ACFS subject is a new textbook review process under development by the BOG for a small subset of courses across the SUS.

Some of you may have seen news reports about recent requests from the Chancellor of the BOG to identify and combat antisemitism on campuses. One proposed mechanism to do this has been to send a request out for each university in the SUS to conduct a keyword search on course descriptions and course syllabi. Any course that contains the following keywords: Israel, Israeli, Palestine, Palestinian, Middle East, Zionism, Zionist,

Judaism, Jewish, or Jews will be flagged for more intensive review to determine if there is evidence of antisemitism in those courses.

Yes, this is extremely concerning, not just for the potential of a "Jewish course list" that focusses on this one topic of antisemitism, but the possible expansion of this procedure for BOG and state reviews of any specific course in any hot topic area in any given year. The ACFS is doing what we can on this topic through our ACFS chair, who is the sole faculty member on the Board of Governors. I will keep you informed as this topic progresses.

<mark>Report topic #2</mark>: For the last portion of my report, I will start with a question: How do we get more faculty involved in the decision-making process here at UCF?

We have a shared governance model at UCF where the Faculty Senate collaborates with the senior administration on topics of importance to UCF.

For many, you may be wondering, what the heck is shared governance? So lets talk about it. I will start by reading from our Faculty Constitution, Article 3: Jurisdiction, Section A responsibilities

The Faculty Senate operates according to the principles of shared governance. **The Senate** *serves as the main channel of communication between faculty members and the central administration of the university. The Senate constitutes the* **principal advisory body** *to the president and provost and vice president for Academic Affairs. In this capacity, the Senate has* **the responsibility to review and make recommendations** *to them concerning decisions of the university on all matters pertaining to the welfare of the university, focusing particularly on those related to the academic mission.* **Senators shall report Senate activities regularly to their constituencies***.*

So let me rephrase a few things here: As a Faculty Senate, we **do not make** the final decisions.

Our role as a Faculty Senate is to provide the best and broadest advice we can to the people that are making decisions here at UCF.
And that is shared governance:…working together, collaborating, finding the best possible solutions for as many as we can at UCF.
Some may say "why bother being involved if faculty can't make the decision?" or "why get involved because on a recent issue, our idea wasn't followed"

Let's think about this, for every problem facing the university, I **don't believe there is a single perfect solution**, but we can still work together to try and make things better now and into the future.

As framed in the passage I read from the Faculty Constitution, the faculty responsibility here at UCF is to provide

our best ideas,
our best solutions,
our best critiques to those that are making the decisions,
and then doing our best to convince the decision makers of the benefits and potential impact of **all of the ideas and solutions** under consideration.

Whether or not one solution or idea is ultimately chosen over another, our responsibility in our shared governance model is to continue to provide our best advice.

So lets go back to the original question:

How do we get more faculty involved in the decision-making process here at UCF?

==There are four things== I want to bring up as we consider what we can do as a senate to help shared governance work better at UCF.

==First thing,== we need all our senators to better understand what it means to be a senator, what roles each one of you have, and how best to fulfill those roles.

One new tool for this is our updated and overhauled Faculty Senate web course. All senators were given the link to join this self-guided web course, now titled the **Faculty Senate Companion.**
Within the course there are in depth explanations for how the senate works using shared governance,

there are also ideas for how you, as senators, can best represent the faculty in your units,

There are suggestions for senate committee members, for resolutions, and future sections are under construction.

Please spend some time and peek in to see what we have ready for you in the various modules and sections. I am confident you will find new and useful information here

I am delighted that we have this up and ready for you now, and I want to give a very special thanks to one of our newest senators, Aimee Denoyelles, for the immense help she gave to the senate leadership to get this course up and running over the summer. Thank you, Aimee!

By the way, although we initially sent the link to our faculty senators, the Faculty Senate Companion is meant to be helpful tool and resource for all faculty on Senate committees, for all faculty wanting to learn more about the senate, and heck for just all faculty period!

==Second thing==, we need all faculty to have better understanding the data that UCF is using as it makes key decisions.

For this, the key question is, how can faculty actually see that data? W\e will learn more about that with our final agenda item. Today, Dr. Paige Borden will be giving us a tutorial on how to get to critical data about UCF that is available to our faculty.

As a reminder, Dr. Borden gave an excellent presentation in July at our summer leadership update about where we stand on Performance and Preeminence metrics, and the impact of whether or not we improve in the data categories in those metrics.

My goal in having Dr, Borden present to us today, is that all faculty can learn how to see the data and metrics behind the decisions that are being made at UCF.   If more faculty see the underlying data, see the problems we face, and see what we are trying to do, then more faculty will be interested, and I hope **empowered** to help us come up with better solutions to those problems.

<mark>Third thing,</mark> we need to utilize our 30+ senate committees to their fullest potential.   I will remind you that each of our senate committees is comprised of faculty members and at least one member of the senior administration. These are perfect places to put shared governance to work.

Our committees do the vast majority of the work of the senate,

Our committees are where faculty can dive deep into the weeds on issues and explore a host of ideas and solutions to the problems they are examining

Our committees are where faculty and administrators can test out ideas, explore options together, and develop the best ideas more fully.

The senate leadership will be reaching out to all committee chairs to help empower committees in their areas of expertise.

<mark>And the Last thing,</mark> as we consider how to increase faculty involvement, we need to be aware of the limitations we have as a public university in the state of Florida. In particular I want to mention a few of our fiscal limitations:

As a public university in the state of Florida:

1 We cannot raise tuition. One of the most common questions I get from faculty is "why don't we just raise tuition to help us do xxxxxx?". The answer is that UCF cannot set our own tuition, it's controlled by the BOG and state legislature. Currently, there is no appetite for higher tuition in Tallahassee.

2 What this means for us is that We are reliant on the state legislature for our yearly funding.   We all know the effects inflation is having on our own household budgets…what we also need to be aware of is the same inflationary effects are here at the university as well.   The university electricity bill, water bill,

The cost to fix the chemistry and biology building that are literally falling apart…basically the cost of everything here is under inflationary pressure and the University does not get automatic increases to offset that inflation.

3 Well geez, is there any fiscal good news? Well, there are two ways we can likely gain additional funding at UCF,
One of them is to become a preeminent institution by meeting key university metrics…with us only needing the 4 year graduation rate to meet the requirements. You will keep hearing this message a lot.
The second way we can increase funding for the University is to- Introduce an initiative that the legislature will prioritize for direct funding.
In other words, we have to tell the legislature what **new projects** we want to push, what our **strategic plan** is, what we can do in **areas that matter to the legislators**,
and THEN and only then, we can get new funding IN THAT new project, or FOR THAT strategic plan, or to combat THAT specific problem affecting the state of Florida.

The fiscal limitations we have aren't easy problems to fix.

What we need is our best faculty ideas to help us get preeminence, the best faculty ideas for how we can show the state legislature that UCF has some really powerful ideas and plans to offer central Florida and the whole state….
if we just had more money to do it

I'm going to end by restating the question I started this part of my report:
How do we get more faculty involved in the decision-making process here at UCF?

My goal for the senate this year is to work with all of you to do exactly that, get more faculty involved thinking and sharing ideas

If we do this, we will be fulfilling our responsibility to help make UCF a better place for all of us now and into the future.

Thank you

Provost Michael Johnson's Report for Faculty Senate
Thursday, September 5, 2024 | Student Union, Charge On Chamber, Room 340

- The provost told senators their work in the Senate is crucial to the good operation of the the university. He thanked senators for their recommendations, suggestions and criticisms that are important to making shared governance work.

Observations in looking ahead
- Johnson noted he is in his 35th year at the university and has never been more encouraged and optimistic about the university's position and future.
- Through the efforts of many, he said, UCF has improved rapidly in teaching, research, and student success to progress as a nationally significant research institution playing on the national stage. He said UCF is fortunate to be in a fast-growing and powerful economic region with strong interest from students in studying here. Many public institutions face a future of permanent decline; UCF's best days are ahead, he said.
- While the university acknowledges and works on what holds it back and needs to be addressed, the provost said he hopes people can take joy in UCF's remarkable trajectory.
- He said UCF's vision to be Florida's premier engineering and technology university has led to remarkable support from the state and region and will benefit disciplines across the university.
- The provost said by working with the region's economic strengths that UCF can develop programs that are the best in the country.

AI-focused planning
- Johnson said an internal search is underway among full-time faculty to fill a new position to help shape UCF's AI approach and initiatives (Special Assistant to the Provost for Artificial Intelligence).
- The chosen candidate will help faculty build on AI in teaching and research and engage colleagues in developing a comprehensive plan to ensure UCF is graduating AI-ready students.

Annual Evaluation Standards and Procedures (AESPs) update
- Johnson said in April he charged all academic units to review and update their AESPs this academic year.
- The goal is to better recognize what makes performance in a discipline truly excellent, distinguishing from efforts that are satisfactory but not exceptional. He said making the distinction is essential to the university's path toward national excellence.
- The provost said current standards tend to stress counting numbers of actions versus assessing the quality of performance.
- He said academic leaders have shared guiding principles and a possible approach to writing AESPs with the deans, who are free to either use the information within their colleges or departments or go in another direction.

Responding to state requirements
- He said the chancellor of the BOG has asked university presidents to search spring, summer and fall 2024 course descriptions and syllabi for keywords about Israel and Palestine and report findings by September 13. Johnson said the university later will be asked to look at the course materials for antisemitic or anti-Israel bias.
- He said he believed UCF's faculty teach sensitive and controversial subjects with great skill and professionalism, focusing on educating rather than indoctrinating. He said he was confident problems would not be found with UCF's courses.

Maximum hours override update
- Johnson said concerns were expressed at a recent Senate meeting about students in summer struggling with overrides granted to take 15 credit hours or more as they sought to graduate.
- He said school officials found overrides had gone up, 212 this summer compared to 141 last summer. About 25 students from this summer had less than a 3.0 GPA and nine had less than a 2.5 GPA. He said UCF has emphasized to its advising community that it never wants students to take on unmanageable course loads.
- Johnson finished his update and then fielded questions.

Leganto: What does it do?

Provides affordable reading materials to students

Makes life easier for faculty

Gives students an easy, reliable way to access their materials

Provides analytics regarding usage of the reading materials.

UCF | **Libraries**

Benefits of Leganto

| Increases collaboration between faculty and libraries | Boosts affordability and usability for students | Enhances data analytics for faculty and libraries | Contributes to digital accessibility compliance |

UCF | Libraries

RESOURCES AND CONTACT INFO

Information about Leganto:

https://library.ucf.edu/services/services-for-faculty/leganto/

For direct questions: Leganto@ucf.edu

Analytics and Integrated Planning

Interactive Dashboards
Explore our collection of filterable dashboards covering a variety of topics including admissions, enrollment, degrees awarded, retention, graduation, faculty and staff, and more.

User Guides and Support
- User Guides are available at the bottom of the Interactive Dashboards web page
- Additional links for mobile apps are available at the bottom of the Interactive Dashboards web page
- Each dashboard will have a "Definitions" link or a specialized User Guide.

Public and Locked Dashboards
Locked dashboards have different levels of security. Some locked dashboards are open to all UCF employees and others require special security. The difference is generally a technical restriction only. If a UCF employee has a business need to see the information, please request Security Access.

Graduation Outcomes

Locked

Locked Dashboard Access Tips
- Many locked dashboards will request your UCF NID and Password
- You must be connected to either UCF WiFi (UCF_WPA2) or the Cisco AnyConnect VPN.

Contact
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