



Chairs and Directors Regular Meeting

August 30, 2017, 1pm, CSB 221

Attendance: S. Cruz, M. Dagley, E. Del Barco, T. Dorman, L. Grauerholz, J. Jasinski, M. Johnson

Chairs: J. Colwell (for E. Mucciolo), T. Dupras, F. Jentsch, B. Kinsey (for K. Hamann), X. Li, L. Mustaine, G. Worthy, C. Yestrebsky, S. Zhang

Directors: D. Beidel, P. Bohlen, R. Littlefield, M. Sigman

Guests: Dr. Kim Schneider (Director, Office of Undergraduate Studies), Dr. Victoria Pace (Department of Psychology)

- Presentation on High Impact Practices Handouts/Presentation K. Schneider
 - Presentation attached to these Minutes
 - Defining High Impact discussed
 - AACU Guidelines followed
 - Students involved in high impact experiences are tracked
 - Shared goals for CI 2020
 - Working with chairs/directors in each department/school
 - UG Research Dashboard via the Analytics Dashboard: High Impact Practices
 - ✓ <https://ikm.ucf.edu/analytics-dashboards/>
 - ✓ Chairs should have access (if not, please contact Teresa Dorman)
 - Can provide information about students – underrepresented, where they go, etc.
 - Please send faculty and graduate students to workshops
 - Discussion and Q&A
- COS High Impact Project V. Pace
 - Identify courses that fulfill “high-impact” criteria
 - If curricular changes are needed, Vicky will work with programs to integrate course changes by 2020 goal
 - Will email all for preferred contact - what’s going on right now
 - High Impact Practices (HIP) courses and experiences will be different by major. Hips can change student’s life – we should ensure they have some of those experiences
 - Pegasus Path – mapping out undergraduate degree program, incorporating HIPS. UG Coordinators have been asked to identify high impact experiences. Recommend including coordinator on College Project
- Student Conduct vs Grade Appeal Dorman
 - Referenced email sent out (from Jana Jasinski) re students and their conduct
 - College also developing a statement to provide all faculty (see “College Statement”): Please provide feedback to Teresa Dorman by 9-13-17
 - Student conduct process is not in conflict with assignment of grades: these are mutually exclusive
 - Recent cases reported via academic student conduct where student may be found in violation or not
 - ✓ Student may feel empowered to go back to faculty to change grade if found not in violation of Student conduct
 - ✓ Change of Grade is not required
 - Class Syllabus, Program Handbook, Assignment Description - Student has to know what your criteria are
 - Graduate College is working on Inserting a statement (by September) into each Graduate Handbook
 - ✓ Provide feedback to Tracy Jones directly or to Jana Jasinski
 - Brochure coming from Graduate College
 - Grade Changes/ Grade Appeals discussed

- Graduate Update Jasinski
 - (Information from) Graduate Associate Dean's meeting Tuesday
 - Emails sent out regarding students close to 7-year rule – next will be 6 year. Please communicate plan
 - Annual review with doctorate students. Template will be available. Will help to see if students are mentored
 - Won't be able to register until they provide plan – not automatically
 - Courses will drop off
 - Appeals committee being instructed. No more exceptions
 - Updated syllabus policy coming out soon. All courses should have a syllabus, including internships, thesis etc. to have contract with students
 - COS goals for graduate enrollment. Did not meet our goal - 50 shy
 - GEM worksheets – what can you do realistically for your goals. Funding availability in late September
 - Two day visit in October - Diverse Academic Opportunity Program – potential doctoral students. McNair came and visited previously and this is an expansion. 26 are coming: 6 in sciences. Graduate Studies will be reaching out directly. Set up lab tours October 5. Make sure they get a welcome
 - Post Doc – University is at 94 post docs on way to 200: 37 supported off P3 program. 19 faculty applied; 11 awarded; 8 asked for more info
 - Seminar support is \$5K
 - Sent out information on doctoral research support - award to help with research awards – not travel to conference. Suggested: Buy samples, training materials etc. Will resend new form. Money will be transferred to units.
 - New Policy re Title 9. Defines who responsible employees are. Harassment must be reported
 - Either know or should have known
 - Let's be Clear campaign – will see this more in training for faculty
 - Q&A followed

- Update on Research Facilities Del Barco
 - Ethics & Compliance - Strong policies on federal grants to pay for services supporting research
 - Facilities have been strongly affected
 - Conditions – don't allow some facilities to be run – heavily subsidized
 - Possibility for facilities to be centralized
 - Unique opportunity now – will not be used by clusters
 - Dr. Liz Klonoff moving facilities into the new Interdisciplinary Building
 - Will send email out – contemplate a move to that space to centralize
 - ✓ Please list facilities that can be foreseen as being centralized and share current plan
 - ✓ Need to move quickly
 - Shared facilities - people asked to share cost

- Strategic and Growth Hiring Johnson/Cruz
 - Deans voted and strategic hires approved
 - ✓ Have to hire as we proposed; they come with fixed maximum Salary and start-up
 - Growth Model:
 - ✓ College gets (or loses) fixed \$95/sch - undergraduate; \$188 sch – graduate
 - ✓ Half goes formulaically to departments that grew
 - ✓ Was funded using restricted World Class Scholar funds– have to use tenured and tenure earning
 - ✓ Therefore we are funding lines rather than funds
 - ✓ Showed growth lines: 4 now and 5 anticipated next year
 - ✓ Will keep track of over- or under-funding of growth

- Updated Financial Plan
 - Current Financial Presentation given
 - Replacement and growth allocations listed
 - 100% of start up
 - PNR that comes to units will have this information
 - Start-up includes College part of cluster hires
 - Position number requests – HR providing #s soon
 - Quick conversation – time is now
 - Talk to Dean about intentions regarding lines from growth
- UCF Downtown
 - Taskforce will recommend end state of project, and phasing

Cruz

Johnson

Meeting adjourned 3:05 pm

Respectfully submitted,
Maggie LeClair

Reminders

UCF Closes for UCF vs FIU Game
Labor Day (UCF Holiday)
COS Fall COS Faculty Assembly
Chairs/Directors **ONLY CANCELLED**
COS Faculty Meet with President/Provost
Chairs/Directors **REGULAR**

August 31 (email sent out to all today)
September 4, 2017
September 8, 1-3pm, HPA1, Room 107*
September 13
September 13, 1:30-3pm, Student Union, 218 Key West A/B
September 27, 1-3pm, CSB 221

***PLEASE NOTE ROOM CHANGE**