



UNIVERSITY OF CENTRAL FLORIDA

Chairs and Directors Regular Meeting
August 1, 2018, 1pm, CSB 221

MINUTES

Attendance

Dean's Office: R. Caldwell, S. Cruz, M. Dagley, E. del Barco, T. Dorman, J. Froehlich, L. Kirkpartick, M. Johnson, J. Steele

Chairs: S. Carter (for L. Mustaine), K. Hamann, F. Jentsch, X. Li, E. Mucciolo, J. Schultz (for T. Dupras) G. Worthy, S. Zhang,

Directors: P. Bohlen, R. Littlefield, Michael Sigman

Guest: Vicki Pace

Budget

S. Cruz

- Summary of 2018-2019 Budget
 - The university funded workload growth over two years
 - This year's growth money is World Class Faculty ('blue') funds
 - We are required to use most of the growth money to hire new tenure-track faculty
 - Departments formulaically receive 50% of undergraduate growth funds and 100% of graduate
 - Last year's departmental allocations 'pre-funded' some future growth
 - Have some leeway to use growth funds for other purposes, not just new hires, which frees up some funds
 - Growth funds not allocated formulaically are needed to make up for increased fringe costs
 - Projections have the college solvent through the next two years, but with very little reserve
 - An Exceptional Funding request was approved to fix safety issues in Biology
 - Prepped PNRs to outline plans regarding replacement and World Class Faculty Searches
 - Submit PNR if it aligns
 - Discuss sub discipline planned for search with Dean -Seresa happy to join for 10 minutes at meeting

Signature Experience – High Impact Practice

Vicki Pace

- Results were shared in a presentation
 - Customized reports distributed by department/school
 - Will also send to each department to distribute (COS HIP Sig Exp Report – copy attached to these minutes)
 - Project funded by QEP
 - Objective – take a look at what already existed and develop a plan to meet or exceed goal
 - Upon completion, every undergrad student in COS should complete a signature experience (admitted 2019/20 and forward)
 - Curricular changed need to go through appropriate committees
 - Collective Impact Statement – Trying to align with university goals
 - Discussion held regarding getting class listed as signature experience
 - Students who engage can be helped in making career decision

- Handouts shared with these Minutes
- Undergraduate Announcements T. Dorman
 - New late/add process that softly went into effect spring
 - Lee Anne distributed handouts (Late Add/Swap Policy - copy attached to these minutes)
 - No policy after deadline – exception to deadline
 - Courtesy to review – maybe denied
 - Will have in shared file and will follow up with email to coordinators
 - Testing technology in Fall – strictly for zero credit – will add student to mini term; will have more details later and will share info
 - Late Add/Swap Form will be in shared drive
 - Form being revised per feedback
 - Ask student to use this – student bring to COSAS immediately
 - Please share with faculty
 - Grade forgiveness policy
 - Changed – Number allowed is now two – can only request in a course in which the grade was C or lower
 - Few/minimal exceptions – need to be routed through College (e.g. Core course requires B or Better – could request)
 - In effect now
 - University Faculty Senate approved spring policy required elements of syllabus
 - Annotated Policy 4-403.1 attached to these Minutes - Please share with faculty
 - Union working on response to this policy

Meeting adjourned 3:10 pm

Respectfully submitted,
Maggie LeClair

Reminders

Chair/Director **ONLY**

August 15, 2018, 1pm, CSB 212

Chairs/Directors **REGULAR**

August 29, 2018, 1pm, CSB 221