



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Educational Programs Committee
June 17, 2020
FAIRWINDS Alumni Center - Virtual Meeting
MINUTES**

CALL TO ORDER

Trustee Kenneth Bradley, chair of the Educational Programs Committee, called the meeting to order at 2:00 p.m. Committee members Vice-Chair Caryl McAlpin, Trustee Joseph Harrington, and Trustee Sabrina La Rosa were present. Trustee David Walsh was also in attendance.

Chair Bradley welcomed and introduced two new committee members, Trustee Joe Harrington, president of UCF Faculty Senate and Trustee Sabrina La Rosa, president of UCF Student Government.

MEETING MINUTES

April 9, 2020, meeting minutes submitted for approval, motion to approve was made by Vice-Chair McAlpin, and Trustee La Rosa seconded. The committee unanimously approved the minutes as amended.

Administrative adjustment to April 9, 2020 minutes:

Refer to 'Provost Update' third paragraph 'A+ thorough C' is revised to read 'A through C.'

Reflection

Dr. Paige Borden, Associate Provost and Chief Analytics Officer, reflected on past teachers that have influenced and provided inspiration to her life and career.

REPORTS

Provost Update

Acting Provost Jana Jasinski provided the provost update, beginning with the COVID-19 pandemic.

Dr. Jasinski expressed gratitude to faculty, students, and staff for their extraordinary efforts to quickly and effectively transition to remote instruction, even amid tremendous stress that involved personal health, family care, household supplies, food, and much more.

Jasinski highlighted the ability of faculty to adapt academically to the pandemic's challenges, and their resiliency and resourcefulness, giving them optimism as UCF thoughtfully plan for a fall return to campus instruction. She went on to outline lessons learned during remote instruction and information on plans for fall.

- Student Course Outcome Comparisons for spring 2019 with spring 2020: A key takeaway from these indicators is that our Knights student body didn't fall apart under the COVID-19 pressures, students completed courses. The vast majority persevered in staying the course in pursuit of their dreams. Overall, our students weathered overwhelming circumstances quite well. Despite severe disruptions and the abrupt change to remote learning, there was an increase in the percentage of students with passing grades and only a slight increase in the number of students who withdrew from the university.
- Undergraduate students' successful completion of credit hours was up slightly, with improvements in average GPA and academic standing. There was an increase in the number of undergraduate students removed from probation and a decrease in the number of students that experienced by an adverse academic standing action.

- These results were influenced by the Satisfactory/Unsatisfactory grading option that UCF offered students to help them through this difficult time. Courses with “satisfactory” or “unsatisfactory” grading systems have been part of the university’s curricula for many years. The unique COVID-19 option meant that students selected S/U grading and on a larger scale. That option resulted in a 9-percentage point increase in S/U grades this spring.
- A student perception survey administered at the end of every semester indicated an increase in popularity for all fully converted modes of instruction delivery. Based on other surveys conducted by the Division of Digital Learning at the end of the semester saw student stressors as the biggest challenge to our faculty.

Dr. Jasinski continued with information regarding a fall return to campus and factors that would increase the student’s comfort level.

- Referenced items include vaccines, COVID-19 case rates, facemask requirements, social distancing, building sanitation and, a clean campus.
- UCF submitted a draft plan on an approach to return to campus instruction for fall. An overview of the plan will be presented at the Board of Trustees meeting on June 18, 2020
- This plan prioritizes the health and well-being of faculty, students, and staff, with contingency planning for unknowns and a change of direction. Social distancing determinations and classroom capacity are also considerations, and facial coverings are a requirement.
- Colleges are finishing steps to determine which courses will be on campus and those that can move to fully remote, developing alternative safety measures, including full PPE for clinical courses that require close contact with human subjects. Information for students will be available by July 1, 2020.
- Classrooms will be deep cleaned daily in line with CDC and other recommendations.
- There will be flexible options for students to continue course instruction if becoming ill or placed into quarantine, accompanied by faculty plans to switch to fully remote instruction based on needs.
- Plans include a transition to remote instruction for the last week of classes and final exams after the Thanksgiving holiday in accordance with a resurgence of COVID-19 in late fall.

Jasinski explained that planning continues, thanked the UCF community for their willingness to remain flexible in the months ahead.

In closing, Acting Provost Jasinski strongly condemned inflammatory racial views on social media by Dr. Charles Nagy, a UCF professor, making clear that his comments are counter to the university’s core values of diversity and inclusion.

Trustee Joseph Harrington was recognized and commended the president, provost, administration, and faculty for swift and transparent action. Trustee Harrington commented that Faculty Senate is proud of the transparency and ability to contribute to the plans. He views this as the best plan that UCF can have at this point.

Trustee David Walsh was recognized and inquired about the percentage or number of face-to-face sessions with fewer than 100 undergraduates. He went on to explain that the reason for the question is transparency and openness. He also asked about notification and opportunity for students to adjust their plans once the university plan is approved.

Questions posed by Trustee Walsh were answered by the academic affairs staff, indicating that there would be enough time for students to make changes. Chair Bradley also suggested that additional supporting material be available during the Board of Trustees meeting on June 18, 2020.

Trustee Sabrina La Rosa was recognized to discuss a student survey (10% response rate). Students provided responses on several subjects related to returning to school and campus, indicating that many students were eager to return to school. Still, others were reluctant or fearful, mostly based on family concerns.

NEW BUSINESS

Proclamation

Chair Kenneth Bradley presented a proclamation honoring UCF's faculty and staff for their courageous response to the extraordinary challenges from COVID-19. The proclamation went on to express appreciation and proudly applaud and commend their dedication, professionalism, resiliency, and creativity in continuing to move the university forward to an even greater future of impact for Central Florida, the Sunshine State, and the world.

The proclamation passed with acclamation.

New Degree Program –Master of Science in Themed Experience (EPC-1)

Timothy Letzring, Senior Associate Provost for Academic Affairs, presented the new degree program proposal for a Master of Science in Themed Experience. Letzring shared that this professionally focused, 33-credit hour degree program is dedicated to the design and production of themed environments. These environments include theme parks, immersive hotels, themed retail and dining, and many other experiences. The program builds upon the strength and diversity of UCF's theater, art, and design programs.

Trustee McAlpin motioned to approve, and Trustee Harrington seconded.

The committee unanimously approved the new degree program Master of Science in Themed Experience.

Conferral of Degrees (EPC-2)

Acting Provost Jana Jasinski presented conferral of degrees with over 3,850 graduates for Summer 2019.

Trustee Harrington motioned to approve, and Trustee La Rosa seconded.

Jasinski also explained the graduation ceremony limitations due to COVID-19. She provided information that while plans are still evolving, the Spring ceremonies will be used as a model for a virtual summer ceremony. Indicating that virtual ceremonies are complements to traditional ceremonies; UCF is committed to rescheduling conventional ceremonies at a future date.

The committee unanimously approved Conferral of Degrees.

Tenure with Hire (EPC-3)

Acting Provost Jasinski presented Tenure with Hire for two newly hired faculty members, who have been deemed eligible for tenure based on UCF requirements. Department faculty and the university administrative officers have approved granting tenure to these faculty members.

Trustee McAlpin motioned to approve, and Trustee Harrington seconded.

Chair Bradley recognized trustee David Walsh who commented on Tenure with Hire as a general topic. Expressing that going forward, UCF should make a more thorough effort to recruit diverse faculty members, endeavoring to make improvements in closing the percentage gap.

Chair Bradley called on President Cartwright for comment. The president agreed and stated that he is committed to attracting diverse talent.

The committee unanimously approved Tenure with Hire.

Second Amended and Restated Educational Programs Committee Charter (EPC-4)

Acting Provost Jasinski presented a proposed update to the Educational Programs Committee Charter, which was last approved by the Board of Trustees in May 2008.

Acting Provost Jasinski asked the committee to consider the intent and impact of the proposed changes. Jasinski outlined the submitted changes.

Trustee Harrington motioned to approve, and Trustee McAlpin seconded.

Trustee Harrington asked why items related to policies, academic program review, and the mission statement were removed from the charter. Academic Affairs staff informed the committee that the deleted items were no longer a requirement for Educational Programs Committee.

The committee unanimously approved the Second Amended and Restated Educational Programs Committee Charter.

Digital Learning Course Redesign Initiative Project Update (DLCRI) (INFO-1)

Dr. Thomas Cavanagh, Vice Provost, submitted an update on the DLCRI project. Initially directed by the Board of Trustees, the DLCRI project has specific objectives related to the use of digital tools, online and blended learning, adaptive learning, and active learning.

Amendment to 2020-21 and 2021-22 Academic Calendar (INFO-2)

Dr. Letzring informed the committee of an update to the academic calendar aligning the Drop and Add deadlines. This change will allow students a full week of classes before making a drop decision and will increase processing efficiencies. Historically, the drop deadline occurred one day before the add deadline.

ADJOURNMENT

Chair Bradley adjourned the Educational Programs Committee meeting on June 17, 2020, at 3:33 p.m.

Reviewed by:

Kenneth W. Bradley

Kenneth Bradley
Chair, Educational Programs Committee

Date

Submitted by:

Janet D. Owen

Janet Owen
Associate Corporate Secretary

9/10/2020
Date