



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees  
Academic Excellence and Student Success Committee  
September 27, 2023  
MINUTES**

**CALL TO ORDER**

Trustee Tiffany Altizer, chair of the Academic Excellence and Student Success Committee, called the meeting to order at 12:30 p.m.

In addition to Chair Altizer, committee members present were Trustees Joseph Conte, Brandon Greenaway, Stephen King and Caryl McAlpin. Board of Trustees Chair Alex Martins, Vice Chair Harold Mills and Trustee Bill Christy also joined the meeting.

**MEETING MINUTES**

Trustee Greenaway motioned to approve, and Trustee McAlpin seconded. The committee unanimously approved the meeting minutes of February 23, 2023.

**REPORTS**

**Student Government President Report (DISC-1)**

Trustee Brandon Greenaway, Student Body President, presented the five areas of focus for the Student Government administration: academic advising, mental health, food insecurity, student safety and resource availability. He discussed opportunities for improvement and outlined ongoing efforts underway in his administration to address these. The committee shared the importance of focusing on these areas to ensure student success.

**Faculty Senate Chair Report (DISC-2)**

Trustee Stephen King, Faculty Senate Chair, presented the mission, structure and priorities of the Faculty Senate for the academic year. Priorities for the academic year include: promoting Faculty Success, retaining current faculty and staff, addressing impediments to hiring faculty, developing artificial intelligence (AI) fluent graduates and, utilizing AI to enhance scholarship and research. Trustee King explained the role of the Faculty Senate in shared governance at UCF and the need to adapt to a changing environment.

**ACTION**

At Chair Altizer's request, Youndy Cook, Vice President and General Counsel, confirmed there were no disclosures of conflict of interest from the trustees.

**Tenure with Hire (AESC-1)**

Provost Johnson sought tenure with hire approval for two highly qualified faculty members who come with proven track records and clear plans and trajectories for continued success at UCF. Hiring senior faculty allows the university to rapidly advance academic excellence.

Trustee McAlpin motioned and Trustee King seconded. Tenure with hire for the faculty members was unanimously recommended for approval.

#### 2023 Textbook and Instructional Materials Affordability Report (AESC-2)

Dr. Timothy Letzring, Vice Provost for Academic Affairs, presented the 2023 Textbook and Instructional Materials Affordability Report, required annually by Florida Status 1004.085. He noted that UCF has been compliant for four straight years, with 97.5% adoption in Fall 2022 and 97.7% in Spring 2023. He also highlighted student savings initiatives, like the Library Resource Program and Open Educational Resources, which led to millions in student savings and increased over last year's savings.

Trustee Greenaway motioned and Trustee Conte seconded. The 2023 Textbook and Instructional Materials Affordability Report was unanimously recommended for approval.

#### Self-Supporting and Market Tuition Rate Program Report (AESC-3)

Dr. Timothy Letzring presented the Self-Supporting and Market Rate Tuition Rate Program Report, required annually by Board of Governors Regulation 8.002. UCF has 13 approved market-rate programs and five self-supporting programs, all at the graduate level. UCF has not added a new market rate or self-supporting program since 2016, and the State University System has not approved a new market rate program since 2015. Four of the 18 total programs with this designation are currently suspended for varying reasons: M.S. in Engineering Management, Graduate Health Information Administration Certificate, Management MSM, Entrepreneurship Track, and Nonprofit Management MNM and Nonprofit Management Graduate Certificate.

Trustee King motioned and Trustee Greenaway seconded. The Self-Supporting and Market Tuition Rate Program Report was unanimously recommended for approval.

#### Academic Excellence and Student Success Committee Charter (AESC-4)

Chair Altizer presented the Academic Excellence and Student Success Committee Charter. The charter is reviewed annually, and changes are recommended as needed. The update presented includes changes to reflect the current organizational structure at UCF. The charter was last updated in 2021 when the Committee was established.

Trustee Conte motioned and Trustee King seconded. The Academic Excellence and Student Success Committee Charter was unanimously recommended for approval.

### **DISCUSSION**

#### UCF Research Enterprise Plan & Research and Development (DISC-3)

Dr. Winston Schoenfeld, Interim Vice President for Research and Innovation, presented an early partial draft of the inaugural Research Enterprise Plan. He presented the 12 current initiatives included in the plan and the need to create action plans for each, including detailed outcomes and measures, initiative leads, and timelines and resources. Dr. Schoenfeld expects a final draft will be completed by the end of the Fall 2023 term. Trustees highlighted the need for prioritization of initiatives and to determine the resources needed. There was also discussion on identifying a mechanism to measure progress and the involvement of students in this process.

Rhonda Bishop, Vice President for Compliance, Ethics and Risk, presented an overview of the assessment for improvement in the capture of research and development (R&D) expenditures to the National Science Foundation Higher Education Research and Development Survey (NSF HERD). She presented a list of expenditures that can and cannot be included in R&D expenditure reporting. The assessment, in part, determined a need to utilize existing systems to fully capture all applicable expenditures and develop training, content and webpages toward these efforts. Opportunities exist for UCF to report additional applicable

expenditures that have not been previously reported, allowing the university to get closer to the goal of \$350 million per year in R&D expenditures by 2027.

### **INFORMATION**

Four information items were included in the committee's meeting materials: 1) FY2024 Work Plan Review (INFO-1), 2) Strategic Metrics Update (INFO-2), 3) Accreditation Quarterly Report (INFO-3) and 4) UCF Policy UCF-4-410 Comprehensive Post Tenure Review (INFO-4). Trustees were instructed to direct any questions on these items to Dr. Paige Borden, Chief Analytics Officer.

### **NEW BUSINESS**

No new business was brought before the committee.

### **ADJOURNMENT**

Chair Altizer adjourned the Academic Excellence and Student Success Committee meeting of September 27, 2023, at 1:59 p.m.

Reviewed by: \_\_\_\_\_  
Tiffany Altizer  
Chair, Academic Excellence and Student Success Committee

\_\_\_\_\_ Date

Submitted by: \_\_\_\_\_  
Michael A. Kilbride  
Associate Corporate Secretary

\_\_\_\_\_ Date