



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees  
Academic Excellence and Student Success Committee  
September 27, 2024  
MINUTES**

**CALL TO ORDER**

Trustee Tiffany Altizer, Chair of the Academic Excellence and Student Success Committee, called the meeting to order at 10:15 a.m.

In addition to Chair Altizer, Committee members present were Vice Chair Rick Cardenas and Trustees Joseph Conte, Stephen King, Bryce Lister and Caryl McAlpin. Board of Trustees Chair Alex Martins, Vice Chair Michael Okaty and Trustees Bill Christy, Jeff Condello and John Miklos also joined the meeting.

**MEETING MINUTES**

Trustee McAlpin motioned to approve and Trustee Lister seconded. The Committee unanimously approved the meeting minutes of June 24, 2024.

**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 four highly qualified faculty members who come with a proven track record and a clear plan and trajectory for continued success at UCF. Hiring senior faculty allows the university to rapidly advance academic excellence.

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

**Textbook and Instructional Materials Affordability Report (AESC-2)**

Dr. Timothy Letzring, Vice Provost for Academic Affairs, presented the 2024 Textbook and Instructional Materials Affordability Report, required annually by Florida Statue 1004.085. He noted that UCF has been compliant for five straight years, with 97.8% adoption in Fall 2023 and 97.4% in Spring 2024. 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 Conte motioned and Trustee Lister seconded. The 2024 Textbook and Instructional Materials Affordability Report was unanimously recommended for approval.

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

Dr. 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, which include tracks and certificates of the larger graduate degree program, and five self-supporting programs or certificates. Of the 18 total programs, four are currently suspended and the remaining programs are all doing well financially, with revenue exceeding program expenses.

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

### Research Institutes and Centers Annual Reports (AESC-4)

Dr. Winston Schoenfeld, Vice President for Research and Innovation, presented the fiscal year 2024 annual reports for state-registered institutes and centers prior to their submission to the Board of Governors in accordance with Board of Governors Regulation 10.015.

Trustee Cardenas motioned and Trustee Lister seconded. The fiscal year 2024 research institutes and centers annual reports were unanimously recommended for approval.

### UCF General Education Program Approval (AESC-5)

Provost Johnson and Dr. Letzring presented the UCF General Education Program (GEP). Since the approval of UCF's GEP at the June 2024 Board of Trustees meeting, UCF received minor edits from the Florida Department of Education and the Board of Governors. The course amendments were made for one of four reasons: 1) course description needed additional updates, 2) course removed as institutional GEP, 3) moved to a different discipline, and 4) omitted two honors versions of GEP courses from the June template.

Trustee Conte motioned and Trustee McAlpin seconded. The UCF General Education Program was unanimously recommended for approval.

## **REPORTS**

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

Trustee Bryce Lister, Student Body President, presented the six areas of focus for Student Government: university experience, academic support, community engagement and inclusion, student wellness, sustainability and environmental initiatives and cross-campus initiatives. He shared planned initiatives and ongoing efforts associated with each of these. The Committee shared the importance of supporting these efforts to ensure student success and well-being and provided information on potential resources to help accomplish these.

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

Trustee Stephen King, Faculty Senate Chair, presented an overview of the Faculty Senate, including the mission, structure and priorities for the academic year. Priorities for the Faculty Senate include: retaining current faculty and staff, addressing impediments to hiring faculty and staff, strengthening communication and collaboration across UCF and modernizing UCF's curriculum to include artificial intelligence.

**DISCUSSION**

**Student Success and Well-Being (DISC-3)**

Provost Johnson and Dr. Paul Dosal, Senior Vice President for Student Success, presented an update on two key metrics associated with UCF’s performance: the four-year FTIC and three-year FCS AA transfer student graduate rates. Provost Johnson reiterated UCF’s commitment to achieving preeminence, with the four-year FTIC graduation rate being the only metric remaining to achieve this designation by the State University System of Florida. Dr. Dosal shared the results of student completion campaigns over the last academic year, current data on four-year FTIC and three-year FCS AA transfer student graduation rates and planned student completion efforts in the current academic year to support UCF’s efforts to achieve preeminence rapidly. Dr. Paige Borden, Chief Analytics Officer, shared additional data and information on efforts associated with this work. The Committee echoed the importance of these efforts and achieving a 60% four-year FTIC student graduation rate.

**INFORMATION**

Six information items were included in the Committee’s meeting materials: 1) 2024-2025 Work Plan and Charter Review (INFO-1), 2) Research Institutes and Centers 5 and 7-Year BOG Evaluations (INFO-2), 3) Strategic Metrics Update (INFO-3), 4) Accreditation Quarterly Update (INFO-4), 5) 2024-2025 Anticipated Academic Degree Programs List (INFO-5), and 6) FAFSA Update (INFO-6). Trustees were instructed to direct any questions on these items to the Board Office.

**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, 2024, at 11:35 a.m.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date