

I. The meeting was called to order at 9:37 a.m.
   ▪ Quorum (50% + 1) was reached at 9:42 a.m.

II. Introduction of UCF Members and Alternates

III. Announcements
   a. Tricia Lin asked UCF to save-the-date for the national conference at SCSU celebrating Title IX turning 40. There will be a long list of activities on Oct 11th. Also, on Oct. 21st Justice Sonia Sotomayor, will speak. Her memoir is the FYE read.
   b. Liz Keenan noted that 30 minutes of the Sept. 12th UCF agenda will be reserved for the Provost search firm consultant, Julie Tea, to get input from UCF re: the Provost search. She asked UCF members to discuss what their department faculty are looking for in a new provost. Also, Liz announced that Marty Hartog will chair the Provost Search Committee.

IV. Approval of UCF minutes of April 25, 2013
   a. Minutes of April 25th approved unanimously.

V. Constitute the Standing Committees
   a. Overview of the following committees by committee chairs:
      i. NPIC
      ii. NMC
      iii. PRAC – suspended along with assessment activities for AY 2013-2014 per UCF motion Spring 2013
      iv. Ad hoc committee to revise the Undergraduate Program Review document
      v. UWIC
   b. The following are elected committees, so overview provided and committees are constituted:
      i. WACC
      ii. LEPC (*Business and Education representatives will be sought in emergency fall election)
   c. Heidi Lockwood asked about initiating a new standing committee on technology and pedagogy.
i. Members discussed need and feasibility of such a committee, integration of the committee with other technology committees (e.g., Senate Technology Committee and the online course committee constituted by the Interim Provost), issues in the past with attendance at standing committees; UWIC may have some time at the beginning of the semester to identify the topic areas that need to be addressed. The UCF Steering Committee will discuss this, and Liz also will discuss this with Marianne Kennedy when they meet next week.

d. Need for member to fulfill the UCF Secretary position effective with Sept. 12th. Resha Cardone will be the new UCF Secretary.

VI. Selection of Standing Committees by Representatives

VII. New Business
   a. Set the agenda for fall 2013. Recommended topics:
      i. Infusing technology into discussions; Liz will invite the new CIO Pablo Molino to a UCF meeting;
      ii. Implementation policy for approved courses and programs in Banner and the online catalog.
      iii. Managing course enrollment sizes as a proactive rather than reactive approach. Note: there was a UCF-approved motion to reduce W-caps by 1 student beginning Spring 2014; Liz to follow up on that. UCF may want to add course size/cap on course proposal forms for NMC. Class size considerations should be tied to pedagogy. Some Tier II classes being pushed as super-sections in the future. UCF needs better communication regarding class size (i.e., there was a push for Tier III offerings last year, but then a Tier III class was cancelled, and there is pressure to over-enroll Creative Drive classes).
      iv. Changing demographics of incoming college students is leading SCSU to consider changes in course scheduling times to attract non-traditional students, but support services also need to be available evenings and weekends.
      v. Pedagogical impact of combining sections and over-enrolling courses might negatively affect SCSU’s ability to attract students in the future. In order to raise caps in courses, deans need to base decisions on “sound educational principles” as per the union contract. Further discussion regarding “sound educational principles” is needed. Faculty are asked to send Liz research on course caps for various courses and disciplines.

Meeting adjourned at 10:52 a.m.

These minutes are respectfully submitted by Michele Vancour.