Faculty Senate Meeting
Tuesday, April 2, 2019

Minutes

Senators Present: M. Baarmand (PSS/9), P. Converse (Psych/9), H. Crawford (CS/8), I. Delgado Perez (COB/8), A. Dutta (COB/8), E. Guisbert (Bio/9), A. Huser (Lib/8), M. Kaya (BME/7), S. Kozaitis (Lib/9), B. Lail (ECE/8), D. Lelekis (SAC/8), G. Maul (OES/9), R. Mehta (Aero/7), B. Morkos (MAE/4), S. Murshid (ECE/5), A. Nag (PSS/9), J. Park (DEIS/8), B. Paulillo (Psych/5), L. Perdigao (SAC/9), M. Silaghi (CS/9), S. Snelson (Math/9), E. Subasi (ES/8), N. Suksawang (MAE/8), R. Wehmschulte (Chem/9), N. Weatherly (SBA/9), B. Wheeler (Aero/9), K. Winkelmann (Chem/9), D. Yuran (SAC/8)

Senators Absent: O. Doule (CES), C. Harvey (SOBA), M. Jensen (MAE/6), M. Lavooy (Psych/8), D. LeVan (CS/1), D. Platt (ESD/4), R. Rusovici (MAE/4),D. Sandall (COB/6), A. Walton (COB/1), A. Welters (Math/5), R. van Woesik (Bio/8)

Proxies: Ron Reichard for P. Ray (OES/9), Jim Brenner for V. Kishore (CE/9), Jacob Ivey for K. Burke (SAC/7)

Other Attendees: Raymond Bonhomme (FYE), William Bowman (Lib), Margaret Browning (COA), Nancy Garmer (Lib), Brian Kaplinger (APSS), Korhan Oyman (COA), Ken Revay (BoT)

Call to Order

Pres. Winkelmann called the meeting to order at 3:30 pm. The minutes from the Mar. 12 (no. 145) meeting were amended and approved.

New Business

Dr. Baloga shared information from the Office of Institutional Research about graduation rates. By federal definition we look at a 6 year rate because this is the number of years a student is eligible for aid. A 60 to mid-60% graduation rate is what we should have but since we are not reaching that target, it affects our ranking. The university's First-Year experience (FYE) advising was implemented in 2010-2011 and it is believed that it has directly affected retention for first year students. Starting in the fall, Second-Year advising will be implemented. This is a trend that began at other universities around 2008 because the sophomore year is critical for students when they are deciding if they will stay. New professional advisors are being hired and it is expected that they will be on campus by June. This will not take the place of faculty

interaction with students. This advising is about putting students into a class and addressing issues that arise and recognizing at risk students sooner.

A question was asked about why the graduation rate has dropped, and Dr. Baloga explained that the analytics are being looked into. Some of our students are academically ready on paper, but they might not be ready for a STEM-institution.

Sen. Baarmand asked what the US News and World Report bases their predictive rate on and Dr. Baloga said that it was a combination of SAT scores, whether it is a STEM-institute, acceptance rate, etc. Florida Tech students are competitive with SAT scores but other schools have a higher graduation rate (although some of those are not STEM).

Dr. Brenner asked if public and private schools are lumped together because some of our students drop out or transfer due to finances. Dr. Baloga said that yes, public and private schools are mixed together. She pointed out that our international students actually retain better than our domestic students.

There was some confusion about department versus Second-Year advisors, and Dr. Baloga clarified that students will be made aware of their department advisers even in their first year, and they should also be in contact with their department in addition to their First/Second year advisors.

Sen. Lail asked if there would be documentation provided to faculty, because students may be uncertain. Dr. Baloga said that they are being told that they will continue into their second year with their same First-Year advisors. Dr. Ray Bonhomme suggested that maybe those registration forms need to be forwarded to faculty.

Sen. Silaghi asked if foreign students delay graduation due to immigration purposes. Dr. Baloga said 4.1 years is the typical rate. We have 31% international students. The drop off after 6 years is usually due to those who are under-performing academically, rather than students in good-standing delaying graduation.

Sen. Mehta asked if we can see rates by major, and Dr. Baloga explained that retention rates by department are available on the website for the Office of Institutional Research.

Dr. Brenner asked if there will be a version of FYE for Honors students, and Sen. Perdigao responded that yes, they are looking to see if it's feasible for next year.

Pres. Winkelmann then brought up some questions that faculty have raised:
Now that the tenure documents are incorporated into the faculty handbook, what is the process for updating and also archiving it? Dr. Baloga explained that the catalog is archived and Liz Fox has every change for years prior and understands the importance of keeping that. The Senate has a section on committees that needs reviewing and refreshing. Since the tenure policy and procedures and teaching track had already been seen and voted on by the Senate, Dr. Baloga felt it was important to put those in the handbook before contracts went out. Sen. Baarmand asked who owns the faculty handbook? Dr. Baloga said that it is the Faculty Senate at other schools. However, here we have also added other sections on admissions, HR, and other things that are legally obligated, so there might be a need to have a conversation about what should be in the handbook and what should be somewhere else.

Pres. Winkelmann asked if the HR survey results will be released. Dr. Baloga said that data is being reviewed with Dr. McCay soon and an executive summary will be reported to the Senate

Pres. Winkelmann explained that the faculty would appreciate a summary of what Dr. Baloga's role is now that the Office of the Provost no longer exists. She said that the following report to her: Registrar, Library, Academic Support Center, FYE and Second Year Experience, Graduate Programs, and International Programs. Her responsibilities will also include more traveling now in order to establish academic agreements

Pres. Winkelmann thanked Dr. Baloga for her visit and she left the room.

Old Business

Committee Reports:

1. Excellence: Sen. Baarmand reported that the Honors Convocation will take place on April 11, 2019.

2. AFTC: Sen. Perdigao reported that the committee will meet on April 16, 2019.

3. Welfare: Sen. Dutta reported that his group is working on creating a survey with the help of Sen. Silaghi in order to determine the top concerns for the committee to work on next semester.

4. Administrative Policies: The administrative survey is complete. There were 141 administrators listed for evaluation, which included all program chairs, administrators of non-academic entities such as WFIT, and anybody who is in charge of anything called a “center.” 580 survey responses were received from full time faculty, who rated 106 administrators. There was a question about what will be done with the survey results, and Pres. Winkelmann explained that there was no plan to release the results to the faculty or make them public. When asked if the results will go to

the board, he responded that they would not unless the board requests that the data be provided. Dr. Jim Brenner, who was in charge of previous administrator surveys, reported that typically 250-300 survey responses were received. Pres. Winkelmann thanked all the faculty who participated.

5. Scholarship: There was nothing to report.

6. Academic Policies: There was nothing to report.

7. TRI:
Sen. Silaghi reported the following from ACITC: Based on received feedback, the termination of my.fit.edu public_html services is postponed and will not be considered again without consulting the senate/other stakeholders. The announcement of mini-grants for projects has been delayed until the fall when the budget is clear. Grants for open-education projects are being studied but not yet approved. Multi-factor authentication will be introduced at the request of the administration. The IT expects that it will generate complaints from users, and it is looking into the most usable alternative. It would have to be introduced for most or all FIT services: code01, email, etc. The introduction is expected in 3-6 months, starting with access from outside campus. Eventually it might apply for all access modes.
Sen Silaghi also reported TRI the support for uploading grades from Canvas into Workday is being considered. He also explained that supporting direct email to Canvas is technically possible, but the Canvas phone apps provide a reasonable class email service.

8. Task Force for reallocating senators: Sen. Silaghi reported that it has been difficult to establish a meeting time for all of the task force members, so a small group met and analyzed the alternatives. These were posted online, and he is currently waiting for the feedback of the remaining members before a final meeting. The whole faculty may also access them and provide feedback at: http://vote.fit.edu/senate_allotment

9. Task Force on the composition of the University Promotions Committee: Sen. Wheeler explained that the task force was charged by the Faculty Senate with examining the following:

1. The FIT promotion committee composition in light of the transition to tenure system (& UTPC),
2. What the composition of T&P committees at other schools looks like, and
3. What would be best for FIT's University Tenure and Promotion Committee.

The current FIT P&T committee composition is diverse in that it includes all colleges, with the number of seats proportional to the number of full time faculty members from the college.

She referenced an article by Rizvi (2015) which proposed two main types of composition: diverse and focused. The focused committee composition consists of members from the same unit who are experts in related fields to those being considered for promotion, and this model is best for screening for academic excellence. This is what we typically have at FIT within colleges and departments (internal promotion committees). Diverse committee composition models

include members from all units at an institution, and this type of committee composition is best at maintaining an objective application of criteria and university-wide standards.

Sen. Wheeler reported that the committee examined the composition of other institutions' P&T committees. The sample of 41 institutions included all of the peer/stretch institutions used for comparison by the COES during the tenure process. Of these institutions, five did not have a university-level P&T committee. Instead, they had only a focused model with the promotion candidates screened by a college-level (or school) committee and then put directly forward by the Deans to the highest level, either Provost, President, or Board of Trustees. One school had an unclear P&T composition. The other 35 institutions had some form of diverse model for their University level P&T committee composition. The most common composition by far is an equal distribution of members from each unit with language such as "two from each of the schools of the University," "elected representative from each school," "one from each of 11 constituencies," "one member from each unit," "one from each free standing unit, two at-large," and "one from each division and not more than one from each department." Several schools had slight modifications, including a student member, library member, at-large members, or one unit with more members (for example, two from every unit except the college of Arts and Sciences which has three members). Sen. Wheeler said that she kept searching for institutions with proportional representation similar to FIT's current P&T, and did find one example: Illinois Institute of Tech. It has "at least one from each unit, but proportional to the number of tenured faculty."

The membership of promotion committees were created in different ways. At the departmental and college levels, the internal committees often followed a European model where ALL tenured faculty had a vote but there might be much smaller committees of a few tenured faculty. University level committee members were elected representatives, appointed by the dean or provost, and/or included at-large members nominated and voted on by faculty senate.

The group discussed several considerations surrounding P&T committee composition at FIT, including the adjusted models [e.g., types of members, different numbers of representatives, and impacts of recusal on smaller units]. They also discussed the idea that the library should have membership on the committee if librarians are being promoted through the committee.

Sen. Wheeler reported that the unanimous recommendation of the task force is to have a University Tenure and Promotion committee with a flat distribution of members: 2 seats from each college. At the university level, the members would be serving and representing FIT, not their units, following a diverse committee composition model. The primary roles of the university level P&T committee would be 1) serving as an oversight committee to ensure that each college's criteria are met and matched in the dossiers put forward for an objective, university-wide standard in the process, and 2) providing feedback on the criteria to the Academic Freedom and Tenure committee (which hears appeals) and colleges. The internal, college (and department) promotion and tenure committees would follow focused models, with an internal membership, ensuring academic excellence.

President's Report
Pres. Winkelmann reported that the deans now set summer salary guidelines for teaching. Faculty members should contact their dean to learn more.

The updated faculty handbook now contains all tenure policies.

Faculty in both the tenure track and teaching track need to start planning their minimum standards and annual evaluation criteria as described in sections 2.8.1.4.2 Annual Faculty Reviews and Pre-Tenure Evaluation and 2.8.1.5.2 Annual Faculty Reviews (Post-Tenure).

Pres. Winkelmann attended a follow-up meeting hosted by President McCay in order to discuss ideas initially presented at the summer 2018 administration retreat. President McCay views the following as important actions for the university:

- Increase student retention
- Improve our reputation among other universities
- Increase faculty salaries
- Upgrade teaching and research infrastructure, including personnel (e.g., technicians)

Pres. Winkelmann then handed over the presidency to President-Elect Lail who praised Winkelmann for the significant contributions he made to the welfare of the faculty during the most transformative time in the university's history.

New Business

Discussion of Dr. McCay's remarks about the Provost's Office
Pres. Lail reiterated the importance of the Provost's role as pivotal to the academic side and to the faculty and the Faculty Senate in particular. He opened the floor for discussion and Sen. Baarmand introduced the Sense of the Senate document which was drafted by the Executive committee. This would not be a resolution, but rather a formal request to hire a Provost because President McCay presented the change as a dissolution of the position of Provost rather than a shift to another person.

Sen. Perdigao asked if there was room for supporting Dr. Baloga in that position. Sen. Mehta pointed out that this would create two positions: both Provost and Dr. Baloga's current new role. Sen. Perdigao suggested revising the document to request that the position be reinstated rather than request a search for a new person.

The topic of shared governance was brought up, and Sen. Baarmand said that is beyond the scope of what is being discussed, but the third bullet point in the document does indicate that it is valued by the Senate.

Ken Revay (Board of Trustee member) asked if the faculty has been told that this will be permanent, and Sen. Winkelmann responded that it was presented as indefinite, and Pres. McCay indicated that there was no current plan to do a search.

Sense of the Senate (including minor revisions discussed during the meeting):

In the spirit of shared governance, the Faculty Senate recommends that Florida Tech administration reinstate the Provost position. The Faculty Senate believes that lack of a Provost is not only unusual but also not in the best interest of Florida Tech faculty, students, staff, and administration. The provost position provides many benefits to the university; in particular, a provost

- performs tasks related to oversight of deans, allowing the Florida Tech president to focus on issues of fundraising and furthering the mission of the university,
- collects feedback from deans and also advises the President on matters related to the faculty, students, and other academic issues,
- works with the faculty on matters related to the shared governance of the university,
- serves as a focal point for representing all colleges on academic matters, and
- establishes standard practices, procedures, and interpretation of policies across all colleges.

The Faculty Senate believes that without a provost the above critical functions will not be adequately fulfilled.

Senators voted to approve the Sense of the Senate.

Adjournment

The meeting was adjourned at 5:04 p.m.

Respectfully submitted,

Debbie Lelekis, Faculty Senate Secretary