

Institutional Review Action Overview for the Management Recommendations

The Institutional Review was formally presented to the Board of Trustees at the December 15, 2006 meeting. At that time, the administration was charged to study and act as appropriate on the recommendations pertaining to management. The chart below provides a synopsis of the recommendations and the individual or group that has primary responsibility for follow-up action. This chart was developed in consultation with the Faculty Senate Executive Committee at the joint retreat with the President's Cabinet on February 2, 2007.

Rec. #	Description	Person/Group Responsible for Action	Status
1	UWF should remain undergraduate focused	Cabinet and BOT	No plans to add doctoral programs; emphasis continues on undergraduate. New marketing efforts are being undertaken to increase enrollment in existing graduate programs. Graduate enrollment continues to be strong with potential for growth.
2	Consider alternate modes of granting academic credit and examine data related to outcomes based on these modes	Faculty Senate Academic Council (modes of credit); Registrar and IR for outcomes	Under discussion in Faculty Senate Executive Committee.
3	Assess learning outcomes of basic studies (NOTE: This is also a SACS requirement for monitoring report)	In progress: Barbara Lyman, Jane Halonen, CUTLA, Faculty Senate Academic Council	<u>Ongoing; being met.</u> Ways in which UWF is continuing to assess basic studies outcomes are addressed in the September 7, 2007, SACS Monitoring Report. An update on the SACS report is being provided at the September 7, 2007, meeting of the BOT Academic and Student Affairs Committee
4	Institute language majors Relates to Multiculturalism	Provost, Jane Halonen, Cavanaugh (Under discussion) Faculty Senate Academic Council	The UWF Language and Culture Institute is being established as a means of providing more exposure to languages, funded primarily through a grant that will provide delivery of language instruction via PDA. The Institute's Director and an instructor of Arabic are currently being sought.
5	Support faculty development in improving effective teaching in distance learning	DL Task Force	This task force was recently created and will begin work this Fall.
6	Increase criteria for faculty to teach in Ed.D. program and to supervise dissertations	Richard Podemski, Don Chu, Jack Azzaretto, Tom Kramer; should also institute thorough review of Ed.D. program	Doctoral convocation follow-up commences fall 2007. Work group and Ed.D. Program Committee to consider definition of "doctoral faculty."
7	Moratorium on additional doctoral programs	Provost, Podemski, Halonen, Ranelli, Chu, Azzaretto; review need for	Recognition of the resource intensive nature of doctoral programs warrants an appropriate pause during dramatic

		research doctoral programs but consider opportunities for practice doctoral degrees	budget periods. Ed.D. Director Kramer to lead review of alternatives to traditional research dissertations in line with practice doctoral degrees.
8	Emphasize affiliation with FIHMC	Cavanaugh, Provost, White, Schonberger, Halonen, Chu, Ranelli, Azzaretto, Podemski look for ways to make this happen	We have an affiliation agreement. Currently working with FIHMC to identify faculty collaborators for FIHMC Center of Excellence proposal. Collaboration continues related to patents developed by IHMC faculty while the institute was still part of UWF. A new patent is being applied for and marketing agreements have been completed for existing UWF/IHMC patents.
9	Increase emphasis on research and reorient UWF's research mission to emphasize more regional needs	Provost, Podemski, Halonen, Ranelli, Chu, Faculty Senate PSIC, P&T Task Force	New promotion and tenure guidelines provide a strong contextual backdrop of research and service to the region as a chief characteristic of the regional comprehensive university. Additionally, COPS is reaching out to regional school districts to respond to their research and programmatic need. Center for Outreach, Research and Learning reoriented from ERDC. UWF's research currently addresses regional problems within the context of issues which have national impact. This national/regional focus maximizes our ability to get Federal and other funding to address local issues. Faculty select UWF because of its connection to the region and naturally direct their research toward issues of local concern.
10	Review governance and evaluation models of branch campuses	Cavanaugh establishes review group Faculty Senate Governance Committee	Under review with new Faculty Senate leadership.
11	Develop policies on faculty workload and review for online teaching	DL Task Force, UFF	This task force was recently created and will begin work this Fall.
12	Establish group to review distance and online education	DL Task Force	This task force was recently created and will begin work this Fall.
13	Increase faculty development related to D2L	DL Task Force and increases in training opportunities in ATC	This task force was recently created and will begin work this Fall.
14	Increase availability and reliability of classroom technology	Dieckmann-Northrup	In the last two years 37 classrooms have received technology upgrades. 21 are fully equipped electronically and 16 received new projectors. This was a significant investment totaling \$467,366.
15	Consider implementing new SIS	Ford, Dieckmann	Current plan is to evolve current SIS to meet UWF needs, in light of

			budget constraints.
16	Create meaningful and mandatory orientation for adjunct faculty	Provost, Halonen, Ranelli, Chu, Chairs, HR, Faculty Senate PSIC/AC, CUTLA	<u>Ongoing: being met.</u> Voluntary programs specifically for adjunct faculty orientation and development are included in 2007-2008 CUTLA events. Adjunct faculty will be invited to attend all CUTLA faculty development events.
17	Teaching workload increase if no scholarship or service	Policy already in effect	Complete
18	Address market and merit adjustments for faculty salaries	UFF-Administration	Group appointed
19	Examine gender, ethnic, or compression issues in faculty salaries	UFF-Administration Human Resources with assistance from Institutional Research	Group appointed
20	Address market inequity in staff salaries	Already being addressed by VPs; annual review conducted	For AFSCME and PBA, these must be negotiated. FYI, since FY03, nearly \$1.8 million has been disbursed in staff market adjustments, over \$585,000 in PFP, and over \$300,000 in promotion increases.
21	Examine data on why students leave and why they do not graduate	Student Success Task Force; Norris, Lyman, IR, Registrar	The Student Success Task Force to be co-chaired by Barbara Lyman and Jim Hurd will be officially appointed in September 2007. The charter for the group has been approved. Debbie Ford, Barbara Lyman, and Jim Hurd have been meeting throughout the summer to develop materials for the task force. In addition, a work group is completing a national best practice inventory related to student success. The results will be available for the task force early in the fall 2007 semester.
22	Develop plan to address NSSE data results	Provost, Ford, Deans Council, Student Affairs, Faculty Senate	Debbie Ford is developing a comprehensive communications plan to introduce NSSE to UWF and to share the results from the 2004, 2005, 2007 surveys. She will present the findings to Academic Foundation Seminar instructors in August, to the Deans' Council in August, BOT in September, Cabinet in September, Faculty and Staff Senates and SGA in the fall. In addition, she will be working with the faculty senate academic council and student success task force to be more intentional about how to use the data. Raid Amin will be assisting with the statistical analysis of the data.
23	Examine faculty	Faculty Senate PSIC, SGA,	Debbie Ford, Scott Marzilli, April

	availability to students, how students want that interaction, quality of it, flexibility of opportunities	Provost, Ford	Jardine, and Christina Genualdi met in April 2007 to discuss the needs related to faculty availability. The group decided to add a two faculty/student engagement opportunities to the fall calendar. During Welcome Week, students will participate in a contest to visit campus departments and meet faculty. SGA is coordinating the prizes and promotion of the event. In addition, in-kind catering funds have been allocated for three meet and greet events on the Cannon Greens for each college. Faculty Senate, SGA, and the colleges will host a light lunch program during the fall so faculty and students can meet informally.
24	Monitor quantity and quality of on-campus co-curricular activities	Ford, SGA	The division of student affairs has developed student learning outcomes and program outcomes for all of its programs and services. Assessment of programs is critical and drives planning for future events.
25	Improve marketing of athletic programs	Ford, Berg develop plan; Marketing Communications for implementation	Todd Davis, new athletic director, is developing a marketing plan for athletics as one of his first priorities. In August 2007 he hosted the first annual fall sports preview for local media representatives. Sports previews for winter and spring sports are scheduled for later in the year. The sports preview is an example of a new marketing strategy.
26	Request and obtain additional capital funds from legislature	Cavanaugh, Mann	The BOG is working on this issue in terms of a new statewide formula. Prospects for change are unlikely.
27	Clarify #2 position	Cavanaugh	Completed as part of new division of University Affairs
28	Increase percentage of E&G budget for instruction	Cavanaugh, Budget Council	Draft of NACUBO categories data has been presented. Revisions in progress. Once complete BC will discuss.
29	Cautionary note on reallocation of E&G to salaries	N/A	N/A
30	President needs to assert authority on budget matters	N/A	I do not intend to change my approach with the BC.
31	Reassign Marketing Communications to Development	Cavanaugh, White, Van Galen (Cabinet)	Completed. New Division of University Advancement formed Sept. 1 includes MC.
32	Review purpose of alumni magazine	Van Galen	Completed and documented in new purpose statement. First issue of re-envisioned <i>UWF Connection</i>

			scheduled for fall, 2007.
33	Revise web homepage	Went live January 8	Completed, new home page went live January 2007. Deadline for compliance of all departmental websites is May 2008.
34	Clarify EVP's role	Cavanaugh, White	Completed as part of University Affairs reorganization, effective Sept 1 2007.
35	Revise strategic plan	Lyman & Team	Departments will begin developing their plans this Fall. The BOT adopted the Strategic Plan in June, 2007.
36	Recommend Faculty Senate not dismiss administrators at meetings	Faculty Senate Governance Committee	Faculty Senate has invited administrators to stay for the duration and some have responded with attendance through the full meeting.
37	Commentary on newness of Staff Senate	N/A	N/A
38	Clearly define roles of parties of the university	Cavanaugh	Incumbents have position descriptions
39	Questions faculty/student BOT representatives	BOT	Constitutional
40	Adding an advancement committee to BOT	BOT	All participate in fund raising
41	Presidential evaluation process	BOT	Done
42	Review president's contract	BOT	Done
43	Review process of 360 eval	BOT	Done
44	Recognition of faculty/students during BOT meeting should be recommended and approved by the President	BOT	In practice.
45	Committee reports should be made by the BOT committee chairs during full board meetings	BOT	In practice
46	BOT should not invite direct contact from UWF faculty/staff/students	BOT	Part of BOT development plan
47	BOT member should not serve as a liaison to the UPC	BOT	In practice
48	BOT to appoint an adhoc committee to consider the changes needed from 39-48	BOT	N/A