

Committee on Committees Minutes

Wednesday, February 19, 2020

10:00 – 11:30 a.m.

308 Marston

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Present: Michelle Leonard, Laurie Bialosky, Steven Swarts, Paul Duncan, Ray G. Thomas, Barbara Smith, and Alyson Adams.

1. Call to Order and Introductions – Barbara K. Smith, Chair

-The meeting was called to order at 9:58 a.m. by COC Chair Barbara K. Smith and introductions were made.

2. Approve January 15, 2020 minutes

-The minutes were approved.

3. Graduate Council – Dr. Paul Duncan

-Dr. Paul Duncan, Senior Associate Dean and Professor, Graduate School, provided background on the Graduate Council. Dr. Henry Frierson, Associate Vice President and Dean, serves as Graduate Council Chair. It is an active group which is informed by and works closely with graduate faculty. The Graduate Council is an element of the Graduate School's commitment to shared governance, obtaining input from graduate faculty and relaying to the Graduate School. The Graduate Council is a contributing chair to the Academic Policy Council (a Faculty Senate policy council).

-The Council establishes general policies and standards of the Graduate School and assists the dean of the Graduate School in the execution of policy related to graduate study and associated research. Monthly, posted Graduate Council agenda items include key Graduate School items going through the university's formal approval system, such as all new graduate programs, closings, majors, etc.

-The Graduate Council consists of twelve members of the Graduate Faculty, who are relatively senior and who have typically supervised or directed graduate education programs or PhD committee processes; a graduate student elected by the Graduate Student Council; and the Dean of the Graduate School. Six of the twelve faculty members of the Graduate Council are elected by the Graduate Faculty for overlapping terms of three years.

-Faculty who are rotating off the committee typically serve as nominating committee

members and all graduate faculty are eligible to vote. Ballots include/are linked to nominee biosketches; the two top vote-getters are elected and the other four (or more) nominees are forwarded to the President/President's designee, typically the Provost, who completes the appointments.

-15 colleges within UF offer graduate degrees so cross-college representation is sought.

-The Graduate Student Council representative is a voting member and serves for a one-year term. An alternate, non-voting Graduate Student Council representative also attends each Graduate Council meeting. Each year, as the graduate student designated as the voting member rotates off the Graduate Council, the alternate become the voting member, and a new alternate is named by the Graduate Student Council.

-The Graduate School staff provides support to the council by reviewing and editing all proposals submitted by administrative and/or academic units to ensure technical precision, consistency, and compliance with Graduate Council policies. A representative from the proposing department is present when its item is being reviewed and voted on.

-The Graduate Council Senate Bylaw description ([Faculty Senate Bylaw 20 \(A\)\(2\)\(b\)\(5\)](#) p.27) would benefit by increased language clarity and will be reviewed by Dr. Duncan, who will forward suggested edits to the University Constitution & Regulations Committee (UCRC) and COC. The current bylaw reads:

The graduate student member of the Graduate Council, who must be a doctoral student, serves a two-year term. During the first year, the student serves as a non-voting alternate member who is expected to attend all meetings and participate in the deliberations. During the second year, the student assumes voting privileges, and a new alternate member is elected by the Graduate Student Council to a two-year term.

-*Note:* In addition, three students are selected annually from the Graduate School to be non-voting members of the Faculty Senate.

-The Faculty Senate Chair, Ray Thomas, noted that in October, the University Constitution & Regulations Committee considered possible membership or structural changes to the University Curriculum Committee (UCC), but that is on hold as consideration is given to the organization of professional schools' curriculum and accreditation processes.

Considerations include where the expertise lies in the review of professional courses, course quality and course shelf life. It was discussed that the UCC is somewhat analogous to Graduate Council, which focuses on approval of new graduate courses and works closely with graduate faculty and associate deans of graduate education. The UCC meets monthly and reviews between 12 – 30 new courses.

-In consultation with subject experts within proposing departments and units, Graduate Council considers the 'big picture' of which offerings are appropriate at which graduate level; it ultimately ensures courses are offered at the appropriate level.

-COC inquired if the Faculty 500 hiring initiative has affected this council's workload. Council's workload seems to be more greatly affected by dynamic curricula which are keeping pace with changes within professional/graduate fields. Increased faculty involvement to share the workload is always welcome.

-COC inquired about the review process of currently listed courses and if there a sunset clause or substantive review process. There is a five-year sunset rule which is a university policy; courses which have been 'sunset' appear on the list of proposed course deletions, although individual units have the latitude to request it be added or removed from the sunset list. Council would likely be supportive of having courses on the five-year sunset list

not be offered after ten years. This would encourage optimal course inventory practices within units.

4. Committee on Committees Considerations / Faculty Senate Updates:

[Compensation Committee \(Approved\) \(APC Final Charge\) \(UCRC Dec 04 2019 GEC Approval\)](#)

-The Compensation Committee: The University Constitution & Regulations Committee (UCRC) Chair presented an update to the charge of the Compensation Committee at the January 30th Faculty Senate. The proposal sought to change the committee's constitutional charge to evaluate matters of compensation beyond raise results and salary structures and compensation relative to peer institutions. It also updated language to include a President or President's designee administrative appointment to remain consistent with other constitutional language. After receiving feedback at the initial presentation at the October Senate meeting, the UCRC tweaked the language to ensure consistency with [University Constitution](#) language.

-Following discussion at the January 30th Faculty Senate meeting, [the proposed verbiage](#) was amended to include these words from the original charge: 'report on' and 'make recommendations concerning'. The amendments carried and it was clarified that the Faculty Senate acts in an advisory, rather than a policy-making role. The [final charge is posted here](#). The Committee on Committees has no objection to the final, Senate-approved version of the Compensation Committee charge.

-The GEC and APC items appear on tomorrow's Faculty Senate agenda as an 'Action Item' and therefore will be voted on at that time.

5. Draft Update of 2020 Committee on Committees Report to the Senate

-The google doc of this draft report will be uploaded for group editing.

6. Adjournment

-The meeting was adjourned at 10:33 a.m.

Resources: [Constitution of the University of Florida](#) & [Bylaws of the Faculty Senate](#)