

ACUA Meeting Minutes
[Zoom](#)
September 1st, 2020 1:30p.m. – 3:00 p.m.

- I. **Welcome** – Dr. Angela Lindner, Associate Provost for Office of Undergraduate Affairs
- II. Updates/Recurring Discussion Items:
 - a. **Division of Student Affairs** – Dr. Heather White, Dean of Students, Dr. Mary Kay Carodine, Assistant Vice President for Student Affairs
 - i. **Health & Wellness**
 - ii. **Coronavirus – COVID-19 Reminder & Updates**
 1. **Behavioral Expectations**
 - a. Policy on Website (policy.ufl.edu)
 - b. More communication about policy
 - c. Faculty Guidelines
 2. **Faculty Notification of Students Who are Withheld & Cleared for Campus**
 - a. Class Rosters will contain this information
 3. **More testing sites coming soon!**
 - a. Will send more information as we receive it
 4. **Communication Campaigns**
 - a. #IPledgeFlorida
 5. **Reporting Mechanism**
 - a. GatorSafe App
 - iii. **Coronavirus – COVID-19 Reporting via GatorSafe App**
 1. Provide a reporting mechanism for COVID-19 issues for campus
 2. Launched last Friday with communication campaigns to come
 3. Can report anonymously; upload pictures
 4. Can choose the type of violation (physical distancing, face mask, etc.)
 5. Information is being routed to the appropriate department/area
 6. Disclaimer indicates that most reports will not receive a response
 - iv. **General Updates**
 1. **Instructor Notifications**
 - a. **Current Overview:**
 - i. Process is created to assist students who have or will miss class due to extenuating circumstances
 - ii. Not an official excuse; they are provided on the student's behalf to communicate a circumstance surrounding an absence and request that instructors work with the student to complete missed coursework when appropriate
 - b. **Highlighted Information:**
 - i. Instructor Notifications are *not* required. They can be requested, accepted, or denied at the instructor's discretion. Instructors are encouraged to work with students experiencing extenuating circumstances without receiving an Instructor Notification.
 - ii. The notification has been updated and will continue to come from the Care area to the appropriate faculty member.
 - iii. Questions can be directed to the Care Area contact person found in the notification.
 - c. **Students of Concern**
 - i. **Current Overview:**

1. Community initiative to support students in their academics and overall well-being
2. Referring Student of Concern: email UMatter@ufl.edu
- ii. **Moving Forward:**
 1. [U Matter Web Site](#) Enhancement
 2. Updating search terms to reflect expanded Dimension of Wellness (Cultural)
 3. Coronavirus, Aid-a-Gator
 4. Referring Students of Concern: Complete [Care Referral Form](#)
- v. **Career Connections Center**
 1. Hybrid Career Showcase event hosted 9/21-9/24 9:00am-4:00pm each day
 2. 9/21 & 9/22 non-technical
 3. 9/23 & 9/24 technical
 4. Express Drop-Ins are available weekdays from 1 – 4 pm for document reviews (i.e. resumes, cover letters, personal statements), mock interviews, LinkedIn profile reviews, and quick Career Planning questions. No appointment needed.
 5. Academic and Non-Academic Career Communities available on the C3 website containing *customized* resources to meet students' unique career planning needs
 6. **Virtual Student Union**
 - a. <https://ufsa.ufl.edu/virtual-union/>
 - b. Support Services
 - c. Health and Wellness
 - d. Career Services
 - e. Student Organizations & Leadership
 - f. Academic Connection
 - g. Inclusion & Multicultural Development
 - h. New Student Transitions
 - i. Gator Engagement
- b. **UF Enrollment Management** – Dr. Tammy Agard, Associate Vice President for Enrollment Management
 - i. **Admissions**
 1. 6319 fall/summer FTIC (5,170 fall, 1,149 summer)
 2. 649 PaCE
 3. 313 IA
 4. Application cycle has begun
 5. Still requiring ACT/SAT test scores per BOG regulation
 6. Virtual recruitment
 - ii. **Financial Aid**
 1. Disbursements to date
 2. \$64,647,063.71 to 8,215
 3. Remainder, including Bright Futures, will be disbursed after drop/add
 4. Received over 9,300 phone calls in August
 5. Closed over 11,000 cases in Gator360
 - iii. **Registrar**
 1. Day 1 enrollment numbers will be available later this week
 2. Fall 2020 there have been 643,455 registration transactions
 - iv. **UF Online Enrollment**
 1. UF Online expects to bring in our largest Fall class start in six year history.
 2. UF Online application volume for the Fall was up 32% YOY.

3. In addition to the 649 Pace admits, UF Online admitted 862 non-Pace students for the Fall.
 4. As of this morning, only 13% of non-Pace admits have holds on their account.
 - v. Moving to online forms
 1. Many Admissions forms are already online
 2. New process for uploading documents received by departments released on Friday
 3. SFA documents will be going live in the next month or two
 4. SAP petitions
 5. Professional judgment petitions
 6. Verification
 7. Registrar is completing an inventory of forms
 8. Looking at process redesign, as well as the technology to put documents online
 - c. **COMPASS Student Information Systems** – David Gruber Associate CIO and Senior Director, Enterprise Systems and Project Management Organization, Dr. Tammy Aagard, Associate Vice President for Enrollment Management
 - i. **Chosen name**
 1. Pilot in canvas
 2. Policy is being worked on.
- III. ACUA Subcommittees –
- a. **Academic Integrity Task Force** – Dr. Joel Brendemuhl, Associate Dean, CALS and Dr. Heather White, UF Dean of Students
 - i. Looking to add an external camera of a 120° for UF computer requirements with a wider view to see hands and desks with a cost of
- IV. **Request for Proposals for Housing LLC Ideas** – Dr. Mary C. Jordan, Associate Director, UF Housing
- a. Astin's I-E-O Model of College Impact
 - i. Inputs – Background chars, HS performance
 - ii. Environments – things students participate in while in college
 - iii. Outcomes – GPA, retention & other academic, occupational, and developmental
 - iv. Help shape the student experience in the environment where most of our students spend most of their time in their first year
 - v. And we know from seminal research on what matters in college, the environmental factors a student experiences – within the first six weeks, first semester, first year, and beyond, impact important measures of student success. Research also tells us that in addition to pre-collegiate characteristics we have pretty little control over, both the academic AND social experiences in college are powerful pieces of that “environment” component that informs outcomes.
- V. **Voter Outreach to UF Community** – Dr. Matthew Jacobs, Director, Bob Graham Center for Public Service
- a. Fulfilling President Fuchs' Pledge for Democratic Engagement
 - i. The voting rate for UF for 2016 was 64.2% and all other institutions 50.4%
 - b. Increasing Civic Engagement at UF - Our effort is guided by All In Campus Democracy Challenge
 - i. Nonpartisan initiative focused on civic culture of higher ed campuses
 - ii. Goal is to prepare students to become responsible and engaged participants in the country's democracy
 - iii. 195 (and counting) colleges and university presidents are committed
 - iv. President Fuchs signed on in June 2020 and asked the Graham Center to be responsible for UF fulfilling those commitments

- v. Being a Top 5 institution comes with Top 5 responsibilities
- c. What has President Fuchs Committed UF to Doing?
 - i. Strive toward full student voter participation
 - ii. Acknowledge the importance of the student voice in all elections
 - iii. Empower faculty, staff, students and stakeholders to come together and determine solutions to the problems our communities face
 - iv. Educate voters to make informed decisions about issues and candidates in presidential, national, state and local elections
- d. What is TURBOVOTE and “Active Choice” Engagement?
 - i. Free-to-use voter app in use at UF since 2012: ufl.turbovote.org/
 - ii. Guides eligible students, faculty and staff through the process required for registration, no matter where they want to vote.
 - iii. Assists with voting by mail, but is NOT a voting app.
 - iv. Implement an ‘active choice’ link through UF’s mandatory administrative processes

VI. **Fall 2020 Details:**

- A. Student Behavioral Expectations: Dr. Heather White – see above II
- B. Faculty in Classrooms: Dr. Chris Hass – teaching should have seats identified in the classrooms. Faculty members will receive 2 of N95 masks
- C. Study/Hang-out Space/Classroom Space/Computer Labs: Drs. Nancy Chrystal-Green, Cheryl Gater, and Angela Lindner
- D. Testing Space: Dr. Brian Marchman – *UF + Quality Matters Standard* – Online proctoring should be activated for any single assessment equal to 15% or more of a student’s final course grade.
 - a. *Honorlock* is the University’s preferred solution provider for courses moved online as a response to COVID.
 - b. Online proctoring conditions criteria: “quiet, private space with adequate lighting, no distractions and a strong internet connection.”
 - c. Online proctored exam plan is for students to “Test-in-Place” in their residence – on or off campus. Schedule campus space accommodations for students will be made as a last resort for roommates with same time exams.
- E. Accommodations/Arrangements Requests: Gerry Altamirano & Ron Anderson – process for Covid-19 Temporary Course Adjustments
 - a. Disability/Medical will go to DRC
 - A. Disability – Related Requests ie) cancer, chronic kidney disease, heart conditions,
 - b. Extenuating Circumstances will go to Ombuds
 - A. An otherwise healthy student who lives with a parent, child, or relative with an increased risk for severe illness from Covid-19. Student quarantined in another state who is unable to return to Gainesville due to financial hardship
- F. Student Activities: Dr. Nancy Chrystal-Green, Jack Causseaux, All
 - a. Question for all associate deans: What co-curricular activities are your departments/college planning, and where will they be located?
- G. Homecoming 2020: Drs. Angela Lindner & Nancy Chrystal-Green
 - a. All face-to-face events scheduled on Homecoming Friday, October 2, 2020, including the Homecoming parade, have been cancelled. In support of a recommendation from our UF Faculty Senate, the Friday, October 2. Holiday will revert to a work and instructional class day. December 24 will be considered an official holiday in its stead.
- H. Academic Support Resources: Drs. Mary Kay Carodine, Angeleah Browdy, Toby Shorey (coaching), Dr. Angela Lindner (tutoring, peer mentoring), and Nicole Raymond (advising) –
- I. Additional Concerns