

Council of Associate Deans (CAD) Minutes
November 5, 2013
226 Tigert Hall

Present: Tammy Aagard, Peggy Carr, Tom Dana, Stephanie Hanson, Chris Janelle, Angela Lindner, Bernard Mair, Jen Day Shaw, Joe Spillane, Elaine Turner, Andrew Wehle, and Michael Weigold
Absent: David Pharies, Ed Schaefer, Horace Tucker, Theresa Vernetson, and M. Dee Williams

The meeting was called to order by Bernard Mair at 1:34 p.m.

1. Minutes of the October Council of Associate Deans' Meeting

The minutes from the October meeting were approved subject to the correction to the spelling of Jeff Citty's last name on page 3, item 4.

2. CAD Independent Fora Website - Mair

Mair commented that Arlene Tabag emailed the link to the CAD Fora website. The minutes for each meeting and other information will be posted on the website.

3. Teacher / Adviser of the Year Awards - Mair

Mair indicated that an email was sent explaining the intent of the new Teacher / Adviser of the Year award system to have a university-level award for professional advisers. This has been separated out from the Teacher of the Year award. A college can nominate a person for each of the awards - one teacher, one faculty adviser and one professional adviser.

4. Computer Requirement – Elaine Turner

Turner indicated that the conversation stemmed from a discussion she, Chris Janelle and David Julian had regarding the computer requirements for students. Julian found that students do not necessarily have laptops or tablets that can be brought to class. They are interested in exploring the possibility of developing a computer requirement for all STEM majors, more specifically for students to have a device available to them to bring to class; or even for a broader requirement for all UF students. Currently, the UF computer requirement only requires for access to a computer, not ownership.

Discussion

- Engineering requires students to have on-going use of a mobile device or laptop. Engineering has a minimum software requirement and specific departmental software requirements.
- CALS does not have a requirement beyond UF's requirement.
- Aagard stated that students' financial aid packages include the amount of \$1,280/year (with 3 year replacement cycle) for computer purchase.
- All DCP majors require a computer, but the specifics vary from discipline to discipline. Some degree programs are pretty specific regarding software, such as in graphic design.
- PPHP has a college policy with some specifics for all students and they specify by program additional software that is required.
- Journalism has departmental requirements but is currently revising their curriculum which will be much more interdisciplinary. Therefore, there will be a college requirement that will require computers that could at least run Adobe software. There is an expectation that students will have mobile devices for classroom use. Weigold commented that with the increased use of mobile devices, it raises the issue of UF's infrastructure for supporting wireless devices throughout campus.

- Education has a hardware requirement, but it is not specific to mobile device or laptop. The college prefers a mobile device, but does not expect students to bring the device to class. Even if we required students to bring computers to class, students would encounter problems with charging their devices in class as there are not enough outlets – that is the case in Norman Hall. The college provides some power strips to alleviate this problem. This brings up the bigger question of institutional infrastructure to support students using computers in class.
- During a presentation to the senate, Elias Eldayrie indicated that on average students have at least 3 devices – a computer, a laptop and a smartphone. However, during his discussion, he did not mention upgrading the power infrastructure.
- In PHHP, the system in the HPNP building often gets overwhelmed and crashes. The college is going to meet with HealthNet to discuss the system crashes.
- Shaw feels we need to build up the infrastructure. Does the college have devices that they lend out? Shaw said we need to get creative on how we give students access for those classes. She noted that interior design students have dropped courses because they could not afford the technology.
- Dana mentioned that some students could not use Excel on their devices. He believes UF needs a complete standardization.
- Weigold asked if the technology can be loaned to the students and charged as a course fee. Equipment, such as a camera, is loaned to students in some of the college's high end classes. He wondered if UF could use a third party vendor to handle the logistics, track and replace damaged equipment. It would be similar to buying a textbook and not a course fee.
- Education has 4 mobile laptop carts which contain about 30 laptops each and 2 iPad carts with 20 iPads each. Education used grant funds for the equipment and was told they could not charge students for the use of the devices. Instead of lending the equipment to students, Education has a lab that students can go to. Dana believes software cannot be purchased with equipment fees.
- DCP uses equipment fees and has been able to purchase specialized furniture such as drafting tables.
- It was mentioned that the requirement could be better communicated at the course level as an expectation or stated in the course syllabus so the student knows prior to first day of class.

5. HUM 2305 Waiver – Mair

Mair does not see HUM 2305 as an excess hours issue for transfer students. When looking at it from an excess hours standpoint, each student is initially assessed when they enter UF; and if the course does not meet any of the requirements for the degree program or any other requirement, the course should not be transferred into UF. The UF signature courses would also not generate any additional excess hours. There are no excess hours that the UF signature courses would generate for transfer students because there is not an equivalent course at their home institution. The only thing to consider is the additional credit hours students will have to take if they do not get a waiver for the signature courses.

Discussion

- Dana commented that there will be an increase in debt for transfer students because they will need to take more courses.
- FTIC students will also face the same issue. UF is increasing the number of credits a student takes at UF.
- UF signature courses will restrict the courses a student can take outside of UF.
- It was asked if transfer students would be able to take a separate section of the signature course that is targeted to their level.

- If signature courses are part of the General Education Program, then transfer students coming from Florida public institutions would continue to be exempt according to the articulation agreement. If the course is not part of general education, then the student would not be exempt.
- Mair has been speaking with the deans regarding a proposal to include the signature course as part of the General Education Program, but it does not specify if the course is lower or upper division.

6. Status of statewide core - Mair

Mair reported that UF submitted its recommendation, which was approved by the General Education Committee and the UCC, to include the option of ENC 1102. For the communication requirement, it will be ENC 1101 and 1102. He does not know what the other universities have done. UF has not received feedback from the BOG.

Discussion

- It was mentioned in another meeting that UF's general education requirement be 6 credits of communication instead of 3. Mair indicated it will go before the General Education Committee for approval because right now UF only requires 3 credits of composition, which is 3 credits short of the statewide regulation.
- If it is going to be discussed at Gen Ed, Carr would like colleges to be asked what impact it would have on degree programs.
- PPHP requires 9 credits – ENC 1101, ENC 1102 and ENC 3254. It will also accept 2210. The college added ENC 3254 because the students' writing was not where the college wanted it to be.
- Engineering and CALS both require a technical writing course.
- There are access problems to ENC 3254. The resources for teaching writing are constrained on the campus and there needs to be a campus wide investment because colleges are paying for their own sections of writing to be taught.
- 5 years ago, Education used to require ENC 3254, but after 2 semesters had to drop it due to access problems. Education now integrates writing across all its programs because it is a signature experience.
- Journalism requires 4 writing courses for students who will not be journalists and 5 courses for those students who want to be journalists. Norm Lewis teaches a 3-credit writing mechanics course, which the college hopes the course will be of interest to other units. The course is required for all Journalism majors and approaches the foundations of writing from grammar to sentence structure.

7. Other

- Shaw mentioned that UF had a death by suicide last week. The student was enrolled in two online courses this semester.
- Shaw spoke about the recent article in the Gainesville Sun and the Alligator regarding a fraternity brother who shouted racial and sexist slurs at a female student. It is freedom of speech protected by the first amendment, but the fraternity has taken responsibility and disciplined the student. Multicultural and Diversity Affairs and Sorority and Fraternity Affairs held an educational workshop with the fraternity. The student has also met with the fraternity brother who has apologized to her. Hanson asked if FYF could be a vehicle to address topics such as diversity. Shaw indicated that FYF now has a diversity requirement.

Meeting adjourned at 2:34 p.m.