

Council of Associate Deans (CAD) Minutes
March 4, 2014
226 Tigert Hall

Present: Tammy Aagard, Sharon Bradley, Peggy Carr, Tom Dana, Stephanie Hanson, Chris Janelle, Angela Lindner, Bernard Mair, Jen Day Shaw, Joe Spillane, Andrew Wehle, and Michael Weigold

Absent: David Pharies, Ed Schaefer, Horace Tucker, Theresa Vernetson, Ricky Telg, and Marie Zeglen

Guests: Mary Kay Carodine, Jeff Citty, Josh Funderburke and Stacie Schultz

The meeting was called to order by Bernard Mair at 1:33 p.m.

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

The minutes from the February meeting were approved.

2. Mandatory Student Health Care Insurance Program – Mary Kay Carodine

Carodine gave an overview of the mandatory student health insurance program, which starts Fall 2014. Coverage is congruent with the Affordable Health Care Act. She stated that all newly admitted or re-admitted students who are enrolled at least half time in a degree-seeking program will need to have health insurance as a condition of enrollment. Non-degree seeking students are not required to have insurance, but may purchase it. The requirement also applies to students who are moving into a new program such as from a bachelor's to a graduate program. By making it mandatory, the premiums can be covered through student financial aid. The cost is \$1,897 for the year. Carodine asked that colleges include this requirement on websites, admissions letters, and materials to newly admitted or re-admitted students.

Process:

Students will have an acknowledgement hold on their student records. Students will be automatically enrolled unless they provide proof of insurance. The hold is self lifting so it will not impede the student's registration. Thirty days prior the beginning of the semester, if the student has not provided proof of insurance information, the fee will be placed on student account. The student will have until the end of drop/add to clear it if they have other insurance.

Discussion:

- MFOS scholarship covers the insurance.
- Students taking off-book courses are not required to have the insurance.
- UF Online students are not on campus so will not be required to have insurance.
- IA students are required to have insurance, but for different terms of enrollment.
- Students whose insurance does not meet UF's requirement may have to purchase additional insurance.
- The minimum requirements are on the Student Health Care Center's website.

3. University Computer Requirement – David Julian

At a previous CAD meeting, Elaine Turner discussed the need to change UF's computer requirement to accommodate modern teaching methods that actually use computers in the classroom. The current UF computer requirement on the Admissions' website states that access to and ongoing use of a computer will be required for all students to complete their degree programs. It was decided to form a task force to investigate the issue and bring a recommendation to the CAD.

In response to this request, the STEM Computer Requirement Task Force, consisting of David Julian, Ata Sarajedini, Al Wysocki, Chris Janelle, Dan Dickrell, and Elwood Aust was formed. The task force recommends that, instead of creating a new computer requirement just for STEM majors, we change the UF computer requirement, for all students. They propose the following revision:

“Students must have continuing access to a computer that can be brought to class and that meets the following minimum requirements: 1) capable of wireless utilization of UF Apps; 2) 9" diagonal screen or larger; 3) physical keyboard, 4) minimum 8 hour battery life (may include added time from an external battery).”

Julian explained the key to making programs available to students is the availability of UF Apps, which takes UF servers and turns your computer into a terminal. A student can sit in a classroom and use any of the apps that are on UF Apps provided that they have a machine that has a keyboard and that can run a browser.

Concerns:

- Would the computer requirement be a financial hardship? According to Rick Wilder, Director of Student Financial Affairs, the computer component is estimated in the cost of attendance. The cost is currently \$1,481. Julian believes by adopting the task force's proposal, a device would cost \$200-\$700.
- Could classrooms and UF in general handle the bandwidth? Classrooms with fewer than 75 students can have all students online at the same time. Larger lecture halls, as well as colleges such as PHHP and Nursing continue to have access issues. The Health Science Center faces the problem of extra firewalls. Overall, access is not a big problem.
- Will UF Apps be available? Elias Eldayrie will continue UF Apps as long as there is interest.
- How would students handle power outlets in the classrooms? Students can use an external battery pack. Student Government purchased some batteries which students may check-out at the Marston Science Library. Lindner added that an Engineering organization just got approval from Physical Plant to set up three pilot solar powered stations to charge students' devices.
- It is not essential for students to have internet access at home because students can access the internet while on campus.
- It was suggested that the computer requirement be thought of more broadly as digitalizing the classroom. The computer requirement is something that is being evolved to support the transformation of the classroom culture at UF. It would involve more stakeholders than just those involved in changing the catalog.

- One of the problems with setting a computer requirement is that instructors do not leverage it in the classroom. Students hear the device is not really necessary; and as a result, faculty who want to take advantage of the computer requirement find that some of their students do not meet the requirement.
- Faculty cannot get UF Apps unless they apply for it. It can only be used for class use, not personal use or research.

For the roll out:

A policy will need to be created that includes all the conditions and would allow colleges to have more advanced requirements. The policy would be circulated to CAD for feedback from their colleges. The policy would then go back to the task force for discussion on how to proceed.

4. Campus-wide Leadership Audit – Josh Funderburke and Stacie Schultz

The Center for Leadership and Service wanted to have an inventory of leadership opportunities available at UF. Schultz and the College of Agricultural and Life Sciences have put together a leadership assessment instrument which has gone to most colleges. They wanted to address CAD to provide the information regarding the audit and to ask for help in collecting the inventory. The background for project is that the Division of Student Affairs brought in external reviewers who found: 1) the academic deans would like to see Academic Affairs and Student Affairs working more closely on things like leadership initiatives; and 2) UF vice presidents would like to avoid duplication of services and leadership development while at the same time creating a one campus entity to create a common message about leadership at UF.

The process, according to Schultz, includes an informed consent. The information being sought is: contact information, title of leadership opportunity, website, how long opportunity is offered, who is eligible to participate, time commitment, how to register, and what the participant limit.

The audit is in parallel to the Carnegie Classification for Community Engagement, which is being done on behalf of the Provost Office. It is an elective classification through the Carnegie system and is interested in how UF engages with the community

5. Other items:

- UF Online admissions for transfer students – Aagard indicated they hope to have decisions for the online transfer students a month prior to the start of the term. This is a suggested date by Pearson to allow Pearson to make welcome calls, have the students go through orientation and ready for classes.

Meeting adjourned at 2:58pm.