

**Council of Associate Deans (CAD) Minutes**  
**May 6, 2014**  
**226 Tigert Hall**

**Present:** Tammy Aagard, Peggy Carr, Tom Dana, Stephanie Hanson, Chris Janelle, Bernard Mair, Ed Schaefer, Jen Day Shaw, Joe Spillane, Ricky Telg, and Andy Wehle

**Absent:** Sharon Bradley, Angela Lindner, David Pharies, Horace Tucker, Theresa Vernetson, Michael Weigold and Marie Zeglen

**Guests:** Rick Bryant, Erica Byrnes, Jeff Citty, Pat Herring and Heather White

The meeting was called to order by Bernard Mair at 1:35 p.m. and introductions were made.

**1. Minutes of the April Council of Associate Deans' Meeting**

The minutes from the April meeting were approved with the following changes:

- Remove the bullets from section 2 indicating that the SERU report was discussed.
- Reference SERU report is located on the Office of Institutional Planning and Research's web page (<http://www.ir.ufl.edu/OIRApps/SERU/reports.aspx>).

**2. Graduation Survey Results – Heather White, Career Resource Center (CRC)**

White discussed the results from the graduation survey and distributed copies of her PowerPoint presentation. The graduation survey was launched in 2012. At the time, it was not mandatory and received about a 50% response rate. By August 2012, the survey became mandatory because of the governor's push for information and the response rate increased to 98%.

The survey is a collaboration between:

- Campus Labs (Student Voice) - the platform used to administer the survey.
- Registrar's Office – sends emails to the students and puts holds on the students' accounts to make sure the students were aware of the survey 2 weeks prior to graduation. The holds are lifted in real-time data. If students do not complete the survey, their transcripts are held.
- CRC – reviews the questions, analyzes survey data and facilitates the partnership between the offices.
- Institutional Planning and Research – analyzes the results and publishes the results on the website.

**Career Readiness** –A number of universities (Michigan State, FSU) are addressing the lack of professional development and soft work place skills that have been identified in many graduates. CRC will be starting a task force to address career readiness skills.

**3. Certificate Application Process – Pat Herring, Admissions**

Herring explained that he and Rick Bryant were charged with developing a certificate application process system because UF needed more institutional control and oversight of certificates. Enrollment Management, Academic Affairs and the Graduate School collaborated in the development of this process. The application system, includes a monitoring system, provides for posting earned certification to transcript, and captures data and queries for reporting requirements.

### **Certificate Implementation Timeline**

System Build – completed

System Testing: in progress

Campus Training: June 2014

Go Live: Sometime during Summer 2014

#### **4. IA Changes – Bernard Mair and Jeff Citty, Innovation Academy**

Mair reported that there have been some policy revisions regarding the IA minor and major. The initial 2013 cohort was admitted with very little understanding of the requirements of the complete program, but the 2014 cohort had completed a clear application and knew they were admitted into IA and were expected to complete the IA minor and major.

##### **IA Minor**

- The IA minor is going to be approved at this month's UCC meeting and will be in the 2014 catalog. IA students will now be automatically enrolled in the IA minor.
- Students who want to drop the minor must obtain permission from the IA director.
- Colleges are to refer students with questions about the minor to the IA office.
- A hold will be placed on the student's records if the student is not making satisfactory progress in the minor. The hold will be lifted by the IA office when suitable arrangements are made to address the issue.

##### **IA Majors**

- Students will only be able to change to a non-IA major under exceptional circumstances as determined by the IA director.
- FTIC students enrolled in a non-IA major may enroll in the IA program after obtaining permission from the college of the IA major, and the IA director.

##### **Discussion:**

- The IA program is looking into how to include the IA minors in the majors. Some colleges may be able to create an IA track within their major.
- There has been discussion on redesigning the creativity course to meet some of the general education requirements. The course was originally a humanities course, but is being changed to an interdisciplinary course.
- Many of the Grand Challenges objectives are met by the other minor courses. So IA students may continue to be waived from the Grand Challenges program.
- Mair will send the IA Policy Revisions electronically to the Council.
- Number of IA applications: 2013 – 852, 2014 – 1179, 2015 – 375. Of the 375 applications, 193 have confirmed.

##### **Feedback from students:**

- Students want more IA majors. Citty asked the Council to contact him if their colleges had programs going to UF Online that may fit in the spring/summer enrollment model.
- Citty asked the Council to promote the program because IA students continue to feel that campus is not aware that they are equal to Fall/Spring admitted students.
- Innovation Catalyst (Showcase) is on June 13<sup>th</sup> at Emerson Hall.

Meeting adjourned at 3:15 p.m.