

Annual Report of the Committee on Committees 2021-2022

CoC Members (2021-2022)

Paramita Chakrabarty, Chair
Patrick A Klager
Lori Knackstedt
Richard V Scholtz
Steven G Swarts, vice Chair
Nian Wang

The responsibility of the Committee on Committees is to conduct a review of all Senate Committees, with emphasis on consideration of the selection process for members, the purpose of the committees, and attendance at committee meetings. Following these reviews, the CoC retains the responsibility of recommending to the Senate the addition, reclassification, or dissolution of any Senate Committee, transformation of existing Presidential Committees into Joint Committees, or vice versa, and assignments of committees to Senate Policy Councils as Contributing or Related Committees. The CoC is also responsible for recommending any special qualifications for Senate Councils and Senate Committees to the Faculty Senate. Such special qualifications will be reviewed and incorporated in the Constitution and in the Senate Bylaws.

Following a triennial review in 2021, the CoC was charged with reviewing one-third of the CoC review eligible committees every year. This would facilitate regular review process of all the existing committee and help identify any concerns in a timely manner. A list of the reviews done in 2021-2022 and the recommended review order for 2022-2023 is available below.

In 2021-2022, the CoC has reviewed 8 different committees and reviewed a request for formation of the Professional Curriculum Committee. The CoC has shared its SOP with all the visiting Committee chairs as recommended in the past triennial report. A brief summary of yearly reviews conducted by CoC is appended below. More detailed information is available in the meetings posted [here](#).

List of Committee reviews completed in 2021-2022 by CoC:

- (New Committee) Professional Curriculum Committee (PCC) – Reported Oct 2021
- Parking & Transportation Committee (PATC) – Reported Nov 2021
- Research & Scholarship Council – Reported Nov 2021
- Senate Nominating Committee – Reported Dec 2021
- Academic Policy Council (APC) – Reported Dec 2021
- General Education Committee (GEC) – Reported Jan 2022
- Academic Assessment Committee – Reported Jan 2022
- Academic Freedom, Tenure, Professional Relations, & Standards (AFTPRS) Committee – Reported Feb 2022
- University Information Technology Committee – Reported Feb 2022

List of scheduled committee reviews in 2022-2023 by CoC:

- Academic Personnel Board
- Compensation & Equity Committee
- University Constitution & Regulations Committee (UCRC)
- University Libraries Committee (ULC)
- Research Policy Committee
- Student Petitions Committee
- Sustainability Committee
- Budget Council
- Welfare Council

Summary of Committee/Council reviews completed by CoC in 2021-2022:

1) Request to form Professional Curriculum Committee (PCC)

Presenter: Karen Whalen and Jason Nance

Report Date: October 11, 2021

Report: Dr. Whalen discussed the rationale for forming this new committee which would oversee the review and approval process of professional development courses. This would reduce the workload on the University Curriculum Committee (UCC), which would continue to oversee the undergraduate curriculum. In addition, the role of PCC is important and unique, keeping in mind the different needs of the undergraduate and professional students, including considerations of grade assignments; external review agencies; didactic course work; and course and instructional focus and philosophies. The formation of Professional Curriculum Committee as an independent committee was previously discussed during the presentation by University Curriculum Committee to CoC in 2021. The new PCC membership will include a mix of Faculty Senate-elected and University President-appointed faculty members, staff and Chair. The Co-chair will be selected by the PCC members. The committee formation timeline was reviewed and discussed in detail. The PCC will have regular liaison with the Graduate Council & Graduate Curriculum Committee and the UCC. Staff members Casey Griffith and Toby Shorey will help maintain a consistent connection between these committees. An additional UCC sub-committee will assist in review of new course submissions and establish a preliminary vetting process so as to streamline the process of course approval. The slides are available [here](#).

Recommendation and Outcome: A motion to approve the proposal to form Professional Curriculum Committee was carried unanimously by CoC. This will be followed by advancing the proposal to the University Constitution & Regulations Committee (UCRC) for approval.

2) Research and Scholarship Council

Presenter: Jason Byrd

Chair Report Date: November 8, 2021

Report: This council shared a variety of recent topics covered in their meetings, which have been held in hybrid format and well-attended. The council reported the updates on Faculty Author Rights Policy. The Council reported a discussion on approval efficiencies of IACUC and EHS which was deemed as unsatisfactory and a task force will be set up to identify the inefficiencies. This council received Graduate

School information regarding mentoring and clarifying and simplifying thesis dissertation formats. A post tenure review process ad hoc committee may be constituted, and the Research & Scholarship Council is interested in contributing to and information-sharing with it. The Council considered electronic lab notebooks (eLN) for campus wide use and no source of funding to support or subsidize its use across various campus units was prioritized or made. Funding sources for open access publications were also discussed and no sources were secured.

Recommendations/Concerns: None at this time. The annual report has been posted by the Chair [here](#).

3) Parking and Transportation Committee

Presenter: Keith Rambo, Chair

Report Dates: November 8, 2021

Report: The committee has been running well with meetings in person and with good attendance. Significant actions of the committee in the last year include: in response to a request by Dr. Emily Hind (faculty in Spanish and Portuguese Studies) a working group has been constituted to ensure better safety procedures for pedestrians and cyclists on campus. Professor Rambo will discuss a request about a clarification on the rules of operating e-scooters on campus. Additionally, the speed bumps implemented on University Avenue have been helpful; additional bollards are being constructed on University Avenue near the library; and the new Garage 14 has alleviated parking problems. During this year and in the near future, the committee has seen a significant number of construction approvals, and a future parking project for the central energy plant is expected to be discussed in the future.

Recommendations/Concerns: Some concerns were raised in a recent PATC and Infrastructure Council meeting about overcrowded conditions in UF Health Parking. The committee is looking into this.

4) Senate Nominating Committee

Presenter: Luisa Amelia Dempere, Chair

Report Date: December 13, 2021

Report: The Senate Nominating Committee Chair, Amelia Dempere, is serving her second term as committee chair and a new chair will serve for the next academic year. The new chair is being trained this academic year. In 2021, meetings were held in a hybrid format with Zoom and/or in-person attendance. The current committee size of nine members is working well, and the committee meets in the Spring after data is reviewed from the Faculty Senate Secretary when the nomination process closes on January 31. This process opens in late fall and the committee's work is completed by at least late April. Usually, there are three to five meetings scheduled in 2.5-hour blocks based on a meeting poll to ensure a majority can attend the meetings. Associate Provost Chris Hass is the administrative liaison to this committee; he does not typically attend meetings, but strongly supports the committee chair and is in communication with her and the Faculty Senate Secretary regularly throughout the nomination process to help as requested. Regarding the meetings, spreadsheets for the committees and the data being discussed for each meeting is shared in advance of the meeting so members can focus on those for each meeting. Some logistical challenges were discussed, including when not enough nominees are available for specific committees; when people do not select specific committees; or when there is an excess of nominees for popular committees. The Committee tries to allocate nominees by their first-choice selections of priority committees and also ensure that there is a diverse representation of nominees to encompass varying viewpoints for multiple colleges, units, academic fields, etc. The committee has a FAQs and charts available online on several [pages](#) throughout the Faculty Senate website. Chair Dempere communicates with committee chairs if there are either large vacancies or

many nominees for few spots. She also consults chairs if they have any special projects and prefer a certain college, academic field, or demographics. The committee has been advised to identify nominees for the five Faculty Senate Policy Councils first, due to the smaller pool of eligible nominees. During the nomination period, announcements are routinely made at Faculty Senate meetings to encourage Senators to nominate themselves or a Senate colleague. Additionally, Academic Personnel Board (APB) membership eligibility is also restrictive, so targeted emails have been circulated in the past several years and has increased the number of nominees for consideration. Positive faculty feedback has been received regarding the nomination/election process.

Recommendations/Concerns: None at this time.

5) Academic Assessment Committee

Presenters: Tim Brophy, Chair, AAC Chair and Maria Leite, Assistant Director of Institutional Assessment
Report date: January 10, 2022

Report: This is a joint committee with 8 members who regularly attend meetings. The committee directly oversees and hosts the annual assessment conference. This sub-committee assesses the outcomes and how this is related to improvement of general education. Monthly updates are sent to UCC. This committee has an SOP and Dr. Brophy shares this with members. Dr. Brophy indicated that the SOP will be posted on the website for ready accessibility by general audience or faculty who are interested. The committee has received recognition for excellence in assessment, which Dr. Brophy attributes to a well-functioning internal assessment procedure that is institutionally overseen by the committee.

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) accreditation of the University will occur again 2024. Due to SACSCOC's request for more information about the structure of combination programs (Bachelors/Masters etc. degrees) the committee plans to spend a considerable amount of time on this issue. The committee is requesting 4 additional members in FY 2022-2023. It is suggested that these additional members will be elected by the Faculty Senate (2) and appointed by the President (2).

Recommendations/Concerns: The Committee on Committee agrees that forming an SOP and adding additional members would aid the Academic Assessment Committee in being able to complete their duties.

6) General Education Committee

Presenters: Angela Lindner, GEC Chair - Associate Provost of Undergraduate Affairs and GEC Chair
Report date: January 10, 2022

Report: The committee has 32 members, including administrative liaisons and student members. Engineering Faculty Council members have also recently attended as guests. A Co-chair is elected by and from the committee's Senate representatives. The committee is functioning very well. Attendance and participation are strong and the members are engaged. There are several standing sub-committees, for example, self-assessment, review, audit and diversity sub-committees. This committee works collaboratively with faculty who are requesting addition/modification of courses. In the past year, 13 general education courses and 40 Quest courses have been evaluated by the committee. The major challenge with general education at UF is the size of it (6500+ new students per year). A mini retreat with faculty from all 16 Colleges will be organized to address these concerns regarding general education

courses. Currently, an associate provost leads the general education program and Dr. Lindner advocated for direct faculty governance in this process; thus, a faculty director with a physical space, and increased role functionality will be helpful. In addition, a physical space is needed for this program as is present in other national universities. Many universities have a separate general education office which is led by faculty.

Recommendations/Concerns: No concerns noted. Dr. Phalin commented that often first-generation students do not always engage with faculty, may feel intimidated, or realize they should actively interact with faculty. To encourage faculty-student interactions, social and soft skills aspects could be included as part of the education. Also, collaboration with the UF Government and Community Relations Office could be helpful to ensure that importance is expressed to the legislature. Talking with business groups such as the Chamber of Commerce could be helpful in adding to the perspective that general education courses are needed for success. Dr. Wang commented that COVID impacted teacher-student interactions. Continuing conversations regarding the values of in-person learning and remote learning is needed. Dr. Phalin expressed enthusiasm for remote participation especially for students who are caregivers or are working. Dr. Knackstedt also agreed that ZOOM options increase student engagement. This leads to equal access and addresses equity issues. Dr. Brophy agreed with this but also stressed the need for in-person interactions with students.

7) Academic Freedom, Tenure, Professional Relations and Standards (AFTPRS)

Presenter: Raymond Issa, Chair

Report Date: Monday, February 14, 2022

Report: Dr. Issa provided updates on the AFTPRS Committee. AFTPRS Committee meetings are well-attended. For the last three years, no complaints from non-bargaining unit faculty have been filed. No major issues have been noted for this committee functioning. A possible reorganization of the responsibilities of this committee is being considered, with attention to handling complaints related to academic freedom.

Concerns/Recommendations: None at this time.

8) University Information Technology Committee

Presenter: Ray Issa, Committee Chair

Report date: February 14, 2022

Report: The mission of this committee is to assist university leaders in implementation of policy and development of plans for, and to advise the Faculty Senate on all information and communications technology. There are 18 voting members that compose this committee consisting of 1 member from every University College and Unit, each member serving a three-year term. The university chief information officer and two appointees of the same serve as non-voting liaisons to the committee. This committee interacts predominantly with the Infrastructure Council, reporting monthly on needs and changes to information and communication technology campus networks, and the Academic Policy Council, on the implementation of certain academic policies related to information technologies. The committee stresses the importance of two-way communication between the faculty and this committee to ensure faculty information and communication technology needs are met, and necessary changes are made. Currently there is no AI subcommittee. All AI related issues are addressed by the committee

proper, though suggestions have been made to develop a subcommittee related to the AI initiative. No changes are requested at this time as meetings are well attended, and business is conducted efficiently.

Recommendation/Concerns: The committee should determine whether an AI subcommittee is warranted. There are no other recommendations or concerns with this committee at this time.

9) Academic Policy Council

Presenter: Richard Scholtz, Council Chair

Report date: December 13, 2021

Report: This council has responsibility over the area of all educational policy, this includes: the creation, modification, or deletion of academic programs and units; curriculum; academic standing; academic units' relationships to one another; policy concerning instruction; and policies defining academic requirements for the administrative positions of academic significance. At present, chairs from the University Curriculum Committee (UCC); the General Education Committee (GEC) and the Graduate Council serve as liaisons.

The council is functioning well and is trying to recruit a vice chair to help with council business and with preserving institutional memory.

The size and attendance are very good and have helped in generating fruitful discussions. There is a large diversity of thought in this council and representation is strong.

Council liaisons participate and provide information that is both germane and timely to the council's function.

Much of what occurs in this council is reported to the Faculty Senate Steering Committee, such as the recent policy topics of: student attendance, Gatevals, terminally ill and posthumous degree awards, and minimal Canvas usage (which was adopted for Spring 2022 and will likely be adopted on a permanent basis).

This council currently has no SOP. While it would be useful, council business has consistently been quite brisk (particularly this academic year) and effective, so it is not a priority.

This council has moved from a one-hour meeting time during the pandemic back to its 1.5-hour meeting time to assist in effectively facilitating council business.

Recommendation/Concerns: None at this time.

10) Committee on Committees (CoC) self-report

Presenter: Paramita Chakrabarty, Chair

Report date: April 28, 2022

Report to Steering Committee: Dr. Chakrabarty reviewed the broad goals of the CoC, which is to review the Senate Councils and Committees and identify any concerns regarding their functioning. In 2021-2022, the CoC met regularly via hybrid and were well-attended by its six faculty members and Senate Secretary who advises the committee regarding presentation scheduling, agenda-setting, and review of the minutes by the Chair and acting Vice Chair. To increase efficiency and function, the CoC selected an individual as vice Chair from within its committee members. As recommended through self-evaluation

last year, CoC is actively using a Standard Operating Procedures questionnaire. This SOP is shared with the invited Councils and Committees prior to their appearance in front of the CoC. This has been helpful during presentation and follow-up discussion sessions. The CoC reviewed eight committees this academic year and reviewed a petition for the formation of Professional Curriculum Committee. The recommendations and actions taken following these presentations are detailed in this annual report. A list of scheduled presentations for the 2022-2023 academic year is also attached.