

Committee on Committees (CoC)

Minutes

Monday, September 19, 2022

10:00 a.m.

<https://ufl.zoom.us/j/98678411726?pwd=VXhYMXdtb1d5MU4wSUIXdC9KdUtgdz09>

Meeting ID: 986 7841 1726 Passcode: 311683 Dial in: +1 646 558 8656

Present: Paramita Chakrabarty, Amanda Phalin, Nian Wang, Amelia Dempere, Patrick Klager, and Lori Knackstedt.

- 1. Call to Order** – Paramita Chakrabarty, Chair, CoC
 - The meeting was called to order by CoC Chair Paramita Chakrabarty at 10:00 a.m.

- 2. Introductions / Welcome New Members**
 - New members were welcomed and committee introductions were made. The Faculty Senate Chair introduced herself to the committee members and shared her email information with committee members. She also informed the committee that a new Committee on Legislative Outreach will be formed later this year and this committee will come before CoC to present its mission and vision.

- 3. Approve April 18, 2022 minutes**
 - The minutes were approved.

- 4. Committee on Committees Overview & Mission / [Committee on Committees SOP](#)**
 - Chair Chakrabarty described the broad mission of the committee, stressing the use of the SOP as a valuable tool for committee functioning.

- 5. Update on the [2021 - 2022 Committee on Committees Report](#) to the Senate Steering Committee**
 - View: <http://senate.ufl.edu/committees--councils/> for a committee/council overview:
 - The Chair drew attention to this document that is posted on the [website](#).

Name	Faculty membership consists of:	Seat filled by:	Reports to:
Faculty Senate Committees	UF Faculty	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate
Joint Committees	UF Faculty	Nominated by UF Faculty; Typically 50% elected by UF Faculty Senators and 50% Appointed by UF President/President's Designee	UF President & UF Faculty Senate
Presidential Committees	UF Faculty	Nominated by UF Faculty & appointed by UF President	UF President
(5) Senate Policy Councils	*Current (at the time of the election) Faculty Senators	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate

Name
Faculty Senate Committees
Joint Committees
Presidential Committees
(5) Senate Policy Councils

6. Committee/Council Invitations Schedule

- View below / p. 2 of the [2021 - 2022 Committee on Committees Report](#) for this year's CoC Review Rotation List.

- Utilizing this [Appendix](#) list on p. 17 – 18 and below, establish the target CoC Review Rotation for this and the upcoming academic year review cycles, and adding tweaks to each monthly CoC agenda:

As of Sept 2022:

Reviewed in 2021 – 2022

- (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
 - Committee on Committees (each year) – Reported Apr 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
 - Committee on Committees (each year)

List of scheduled committee reviews in 2023-2024 by CoC:

- Senate Steering Committee
- Honorary Degrees and Distinguished Awards
- Graduate Council
- University Curriculum Committee
- Lakes, Vegetation, & Landscaping Committee
- Land Use and Facilities Planning Committee
- Preservation of Historic Buildings and Sites Committee
- Infrastructure Council
- Committee on Committees (each year)

- The Committee asked for volunteers for an Acting Vice Chair. As the current Chair will roll off assignment in 2023, it may be beneficial for future transitioning. Dr. Amelia Dempere volunteered for this position and the Chair thanked her for stepping up to take this responsibility. The Chair has asked other members if they were interested and there were no objections to Dr. Dempere serving.

The Chair discussed the idea that each member will take responsibility for inviting a Committee Chair to present to the CoC – this includes copying in the Coc Chair pchakrabarty@ufl.edu and the Faculty Senate Secretary @ lbialosky@aa.ufl.edu when sending invitation emails 3-4 weeks before the meeting and taking meeting notes on the day of the presentation. Committee members agreed to this plan.

The Chair will invite the next speakers to the meeting. It was decided that the committee would like to invite the University Constitution & Regulations Committee (UCRC) and the Academic Personnel Board (APB) for next month's meeting.

A request was made to record the zoom meeting so that it might be useful for note-taking for consolidating meeting minutes. This zoom recording will be deleted after each meeting. The Chair will consult with Laurie Bialosky whether this is allowed under the current meeting rules.

A committee member made a specific request for special accommodation. The Committee would like to enable Closed Captioning for these meetings. That involves changing the meeting settings in Zoom (done by the host), to "enable CC". Then during each meeting,

someone will request that the CC be turned on and the host needs to respond "yes".

7. Seeking Volunteer Note-takers

- See above

8. Adjournment

- The meeting adjourned at 10:25 a.m.

Minutes Submitted by Paramita Chakrabarty, COC Member

Resources:

- [Committee on Committees SOP](#)

- [Constitution of the University of Florida](#) & [Bylaws of the Faculty Senate](#)