

## Committee on Committees (COC)

### Minutes

Wednesday, February 28, 2024

1:00 p.m.

via Zoom: <https://ufl.zoom.us/j/99136621674?pwd=R1BZeUdOYUpBVIRkM0Z1d0plOW9yZz09>

Meeting ID: 991 3662 1674 Password: 586658 Dial in: +1 305 224 1968

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**Present:** Lori Knackstedt, Gail Hansen de Chapman, Jay Watkins, Nian Wang, Alison Reynolds, Laurie Bialosky, and Joe Riley.

**1. Call to Order – Lori Knackstedt, Acting CoC Chair**

- The meeting was called to order by Acting CoC Chair Lori Knackstedt at 1:01 p.m.

**2. Approve January 31, 2024, Minutes**

- The minutes were tabled.

**3. Lakes, Vegetation & Landscaping (LVL) Committee – Gail Hansen de Chapman, Chair**

**Appointment:** Ten faculty members, five appointed by the President, or the President's designee and five elected by the Senate from the faculty at large, plus one student member. (7 members)

**Chair:** Chair elected by committee. This election will take place during the last meeting of the committee in each spring semester so that committee leadership will be in place at the beginning of the following academic year.

**Responsibilities:** Committee is responsible for items that affect the use of University lakes, including guidelines for use of such lakes in order to preserve their ecological integrity and research capabilities, and the management and well-being of natural areas containing non-domesticated plants and animals. It provides recommendations concerning enforcement of policies regarding the removal of trees and other vegetation. It provides input to the University Land Use and Facilities Planning Committee regarding planning of major landscape elements such as green space, open space, and significant architectural features to ensure their compatibility with existing and planned landscaping and master planning. It provides recommendations to the Vice President for Business Affairs about construction on campus, specifically concerning: programming, including general site suitability having an impact on trees, landscape, natural areas and lakes; schematic design, including tree removal, plans for transplants, replacements and/or mitigation based on building footprint, utility corridors and other construction activities; and design development including new landscaping, appropriateness and inclusion of any mitigation for tree removal.

Term: 3 years/1 year - student

o **How well is your committee functioning?** Very well – good balance of hard-core conservationists and with those who prioritize functionality and architecture.

o **Is your committee membership size and make-up (i.e. of administrative liaisons, faculty, etc.) appropriate?** Yes, now that they have 10 members.

**o Are your meetings well attended? Are administrative liaisons attending?** Yes. Meeting monthly unless there are no proposals to review (rare). Visitors outnumber the committee members. Landscape Architecture firms also attend these meetings.

**o Are you experiencing any issues that should be brought up to Faculty Senate that would help your committee accomplish your charge(s) or mission?** No

**o Are you working on any major issues that you'd like to share with us today?** Surveying on- and off-campus conservation areas; working on tree mitigation formal document; list of plants on campus; looking for an urban forestry manager.

**o Do you work closely with any other chairs or committees to address any mutual topics or topic/issue overlaps?** UF Grounds, LUFPC, IFAS Facilities and Grounds

**o Does your committee have Standard Operating Procedures (SOP)? If so, where are they posted, and if not, would it be useful to your committee to create and use it?** No

#### 4. **Land Use and Facilities Planning Committee (LUFPC) – Jay Watkins, Chair**

**Appointment:** The Land Use and Facilities Planning (LUFPC) Committee consists of 20 faculty members, ten appointed by the President or his/her designee and ten elected by the Senate from the faculty at large, plus three student members.

**Chair:** Chair elected by committee. This election will take place during the last meeting of the committee in each spring semester so that committee leadership will be in place at the beginning of the following academic year.

**Responsibilities:** In conjunction with the Lakes Vegetation and Landscaping Committee, the Preservation of Historic Buildings and Sites Committee, and the Parking and Transportation Committee, this committee will be responsible for providing recommendations on the overall appearance and development of the campus to the Vice President for Business Affairs. This committee shall also provide recommendations regarding the enforcement of the University of Florida Master Plan policies and guidelines. Its responsibilities are to participate in the development and updating of the University of Florida Master Plan, to recommend policies for land use and facilities development, and to review and recommend approval/denial of all requests for land use changes. The committee will monitor the execution of the University of Florida Master Plan by reviewing and recommending approval/denial of all project sites during the Programming and Schematic Design phases; review and recommend approval/denial of architectural design of buildings and landscaping, building additions/renovations, and utility projects during the design development phase; provide input on minor projects (\$1 M and less) that impact the footprint building exterior of potential historic building's interior; and assist in upholding the policies, procedures and standards set by the University of Florida Master Plan. The committee will work with other committees referenced above in an integrated and holistic approach to campus planning and development.

Term: 3 years / 1 year - student

**o How well is your committee functioning?** It is functioning well, but building project managers don't always seek advice from the committee.

**o Is your committee membership size and make-up (i.e. of administrative liaisons, faculty, etc.) appropriate?** Yes

o **Are your meetings well attended? Are administrative liaisons attending?** The committee doesn't meet every month; only if a project is on the agenda. Attendance is high.

o **Are you experiencing any issues that should be brought up to Faculty Senate that would help your committee accomplish your charge(s) or mission?** No

o **Are you working on any major issues that you'd like to share with us today?** Closing of graduate student housing

o **Do you work closely with any other chairs or committees to address any mutual topics or topic/issue overlaps?** Sustainability; Parking & Transportation, Lakes Vegetation and Landscaping, Infrastructure Council

o **Does your committee have Standard Operating Procedures (SOP)? If so, where are they posted, and if not, would it be useful to your committee to create and use it?** No, this committee does not have one, but they have an orientation slide deck posted: [https://facilities.ufl.edu/wp-content/uploads/2024/01/Committee-Orientation-LUFPC\\_Updated.pdf](https://facilities.ufl.edu/wp-content/uploads/2024/01/Committee-Orientation-LUFPC_Updated.pdf).

## 5. Committee Assignments were made for the end of the year report as below:

### Committee reviewed this academic year by CoC:

- Senate Steering Committee—Reported Oct 2023
- Honorary Degrees and Distinguished Awards—Reported Nov 2023
- Graduate Council – March 2024
- University Curriculum Committee—Reported Nov 2023
- Lakes, Vegetation, & Landscaping Committee – February 28
- Land Use and Facilities Planning Committee – February 28
- Preservation of Historic Buildings and Sites Committee—Reported Jan 2024
- Infrastructure Council—Reported Jan 2024
  - Committee on Committees (each year) – To report Apr 2024 {Steering Comm meets Thurs Apr 25; Materials due to Faculty Senate Secretary by Weds Apr 17

## 6. **Adjournment**

- The meeting adjourned at 1:53 p.m.

Minutes Submitted by Acting CoC Chair Lori Knackstedt

Resources:

- [Committee on Committees SOP](#)
- [Constitution of the University of Florida](#) & [Bylaws of the Faculty Senate](#)