

Senate Steering Committee Minutes
February 7, 2019
3 – 5 p.m.
Tigert 226

Present: Ken Gerhardt, Katie Vogel Anderson, Ana Spiguel, Bernard Hauser, Rick Stepp, Ray Thomas, Serdar Kirli, Adam Kozloski, Gus Duran, Matt Williams, Patricia Sohn, Suzan Alteri, Laurie Bialosky, Fred Southwick and David Quillen.

Call to Order

Katie Vogel Anderson, Chair

The meeting was called to order at 3:00 p.m. by Faculty Senate Chair Dr. Katie Vogel Anderson.

Approve January 10, 2019 Minutes

Katie Vogel Anderson, Chair

The minutes were approved.

Reports

• **Chair's Report**

Katie Vogel Anderson, Chair

- The second Distinguished Professor lecture of 2019 will take place immediately following the 2/21 Senate meeting. Dr. Krista Vandeborne will present “The role of Magnetic Resonance Imaging in the pursuit of a treatment for Duchenne Muscular Dystrophy” at 5:00 p.m.
- In November, the University of Buffalo passed a [resolution supporting University of Buffalo international students/education](#). It was agreed to send a resolution to be drafted at a council to show UF support of international students and colleagues, particularly given the international community support expressed in the President’s November Senate report and given the recent drop in international student admission applications across the country.
- The Faculty Senate Chair and Chair-elect attended the Advisory Council of Faculty Senates (ACFS) meeting last month. ACFS members will now have the option of participating in monthly Zoom meetings prior to the Board of Governor (BOG) meetings for discussion of any relevant issues. Prior to last week’s BOG meeting, the ACFS Zoom discussion focused on UCF and the investigative report regarding the expenditure of E&G funds to finance a new building. Details are available by viewing the [BOG website](#).
- Off Campus Life is running their annual “I Love GNV” (Gainesville) social media campaign from 2/11 through 2/15. Post a picture of something you love about Gainesville on Twitter, Facebook or Instagram using the hashtag #iloveGNV and tagging @UFOffCampusLife. After posting online, participants can come to the Off Campus Life office, show OCL staff the post and receive a custom designed I love GNV t-shirt.
- A copy of [The Independent Florida Alligator article discussing Governor DeSantis' order prohibiting the use of Airbnb for state of Florida employee travel](#) was forwarded by a Senator with an inquiry about consideration of a Senate resolution opposing this decision. The Steering Committee agreed that this item falls outside the scope of Faculty Senate and foregoes consideration of a resolution.
- Dining Services is embarking on a master planning process and requests a representative from the Faculty Senate to serve on their steering committee. Volunteers will be solicited at the Faculty Senate meeting.
- The University Information Technology Committee has forwarded a request regarding the [LEAD Dashboard](#) – Learning Analytics at UF. UF IT developers have deployed a new student grades and activity dashboard, UF LEAD. It is now available to all instructors using Canvas (under Settings > Navigation). All are encouraged to use the dashboard and provide feedback. Please contact Dr. Doug Johnson, wanderer@ufl.edu to connect and engage with this group.

- **President's Report**
-No report given due to a travel conflict.
 - **Provost's Report**
-No report given due to a travel conflict.
- Sustainability/Carbon Neutrality**
- An overview was given of the Office of Sustainability; its primary programs, including the [Green Recognition for Offices & Workspaces \(GROW\)](#) program (which is an assessment and consulting service to establish best practices); office goals; and recent action items, such as the Climate Action Plan 2.0 program and working group tasks forces. A breakdown of where UF excels and where improvements are needed in sustainability will be provided to Senate, as well as an office overview and how Senators and faculty can be involved and help. The solar readiness of the new parking garages was also discussed.

BOT Regulations (Lights)

Ana Spiguel, Senior University Counsel for Academic Affairs and Business, Research

- This item will now be presented to Faculty Senate in April.
- Lights are typically completed by the University Constitution and Regulations Committee (UCRC) and the Senate in the Spring (typically in February) in time for any faculty or public comments to be considered at the Spring (typically in March) Board of Trustees meeting where proposed regulations are reviewed and voted on. This Spring, the BOT will vote on regulations in June and lights will be presented at the April 18th Senate meeting.
- Faculty Senate Parliamentarian Ana Spiguel answered an inquiry about the assignment of red, yellow, or green lights to regulations. The UCRC has adopted a color-coded key for easily informing the senators of proposed regulation changes that may affect the senators or their colleagues:
- **Red** – proposed changes affect the faculty; please review and comment as appropriate.
 - **Yellow** – proposed changes may affect or be of interest to faculty; senators may want to review and comment as appropriate.
 - **Green** – proposed changes likely have minimal effect on faculty and do not necessarily warrant further review by the senators.

Assembly for Action

Adam Kozloski, Co-Founder/Conference Chair
Assembly for Action

- A primary goal of Assembly for Action is to bring students to action and help establish student long term community service commitments of six months or more. What faculty can do to support this effort will be discussed at Senate. Currently, IFAS is heavily involved in this project and a goal is to increase additional units' involvement in faculty mentoring for Assembly for Action. Inquiries were answered regarding the organization's project approval path as well as current projects. An [Assembly for Action informational handout](#) was distributed.

Integrated Risk Management (IRM) Tool

Stephanie M. Lastinger, IRM Facilitator, UFIT
Ryan Davison, Business Relations Manager - Faculty and Research, UFIT
Chad Young, Risk Program Manager, UFIT
UF Information Technology

- At the request of UFIT, the Steering Committee agreed to table this item until March.

Office of the Faculty Ombuds Overview

Ken Gerhardt, UF Faculty Ombuds

-At Senate, Dr. Gerhardt will share his contact information and discuss what the Office of the Faculty Ombuds does and does not do. This office serves faculty who are not covered under the Collective Bargaining Agreement between the University of Florida Board of Trustees and the United Faculty of Florida (UFF) and who therefore would not be served by union grievance officers. In 2017, Dr. Keith Stone was appointed as the [College of Medicine Faculty Ombuds](#); Dr. Gerhardt serves faculty located in the other five Health Science

Center colleges. Neither acts as a mediator or fact-finder and does not advocate for faculty or for the university. The Ombuds' responsibilities are informal, completely confidential, and independent and include assisting faculty by discussing various scenarios and grievance processes and responsibilities; offering a faculty perspective; listening to concerns about policies, regulations, and how they are being managed; and referring faculty to the [Title IX](#) or [Employee Assistance Program](#), when appropriate.

The Ombuds does not report to the university or to any faculty and is housed in the Human Resource Services building at 903 West University Avenue. Contact can be made by appointment in person or by phone. An informational [Ombuds PostCard](#) and the [Ombuds Business Card](#) was shared.

Council Reports

Academic Policy Council

Patricia Sohn, Chair

-Angela Lindner, Associate Provost for Undergraduate Affairs, discussed with council policies being reviewed in dealing with animal tissues handling in undergraduate courses.

-Dr. Lidner also discussed policy on faculty assignments being due on holidays and weekends. There is currently not a formal written policy in place. Council agreed with not having assignments due on holidays and weekends and encourage faculty to provide deadline extensions.

Infrastructure Council

Bernard Hauser, Chair

-Mark Helms discussed deferred maintenance as part of a follow up to a request from a faculty member whose office had flooded to explore funding issues surrounding building maintenance. ISES, a company working with UF Facility Services, reviewed property issues and calculated what it would cost to bring a given building back up to specifications. Immediate, critical, and non-critical needs were accessed in E&G (Education & General funded) buildings on campus. The projected ten year facility renewal needs includes the following categories: recurring deferred renewal needs (i.e. repairs or replacement/rebuilding of major building components that are, or will be, at the end of their useful service life within the next 10 years); recurring projected renewal needs (i.e. repairs or replacement/rebuilding of major building components that have already exceeded their economically useful service life); and nonrecurring needs (i.e. random repairs, code upgrades, etc.) These combined expenditures placed the ten year facility renewal needs at approximately 700 million dollars. 76 buildings were determined to be in excellent to good condition. Using a facilities condition index scale, which rates the overall condition of facilities reviewed (by 'excellent', 'good' 'fair', 'below average' 'poor' or 'complete replacement indicated'), UF was determined to be in the category of 'fair', which places UF near the top of ISES' clients.

- Council is interested in VP Reynolds' office providing a presentation of the university's landscape master plan. UF is prioritizing a strategic development plan and utility master plan.

-A council member raised the issue of a 'food desert' in the Fifield Hall area of campus. The current Aramark contract with UF disallows the presence of food trucks on campus.

-Parking and Transportation Committee Chair, Keith Rambo, shared the [December 2018 Strategic Parking and Transportation Plans](#) with council including virtual gated parking lots.

-A concern was raised regarding lack of classroom electrical outlets. Council Chair will follow up with the Director of Academic Technology, Mark McCallister, who serves as an administrative liaison on both the Infrastructure Council and the University Information Technology Committee, since the latter is reviewing classroom design.

Welfare Council

Suzan Alteri, Chair

-Council is discussing faculty mentoring information being located on a central site.

-Faculty onboarding material has been reviewed and discussed.

-Council has discussed the benefits of and encourage faculty to join the National Center for Faculty Development and Diversity (NCFDD), for which UF has provided institutional faculty membership.

Budget Council

Serdar Kirli, Chair

-Council discussed the new recommended p-card limits with Lisa Deal, Director of UF Procurement.

-The recommendations were based on prior transactional history and recommended limits to units. P-card holders are able to request limit increases. Purchasing 101 training sessions are available to all units.

-Council agreed that, going forward, a 'year-end view' or a snapshot of the [financial transparency portal](#) at

the department level at the end of each fiscal year (June 30th) will be created and archived.

-Council would like to learn about off-book and online programs so Andy McCullough, Associate Provost for Teaching and Technology, and Evangeline (Evie) Cummings, Assistant Provost and Director of UF Online, will discuss both at council this spring.

Research and Scholarship Council

Sylvain Doré, Chair

-The Faculty Senate Chair read a report summary from the SCORS Chair who is traveling:

-One of the latest SCORS' goals is to create various consolidated documents and tools to increase faculty research productivity and grant application competitiveness:

1) Michael Mahoney was invited to review a proposal from SCORS to setup a central list of UF equipment which could: i) Aid the onboarding of new faculty by identifying who has which research tools and where they are located. (There would be an option to opt-out if equipment is unavailable); ii) Confirm to funding agencies/reviewers that the expertise to use such unique equipment is readily available; iii) Facilitate PI applications for competitive equipment grants, especially because one requirement is to document that such equipment is either not currently available at UF or is already being used at 110%; iv) Help faculty locate the best equipment to purchase by consulting other PI's who already own this equipment and can identify needed improvements or features; v) Assist faculty members who have equipment from an equipment grant but have difficulty identifying UF contacts and experts to maximize its use.

SCORS is happy to report that such a list already exists at UF but needs some work before becoming optimally functional.

2) Working with University Libraries and the Office of Research, SCORS is working to set up a list of examples of successful applications for research equipment grants, research grants, various training grants, etc. for NIH, DOD, NSF, and other associations and foundations, including various boiler plates for various resources/expertise already available within UF.

-At the next SCORS meeting, Czerne Reid, Chair of the University Libraries Committee (ULC) will present "Use of the Institutional Repository (IR@UF) to Archive UF Grant Proposals."

3) In an effort to reduce waste in animal research, SCORS will explore the possibility of donating samples after an animal has been processed. This can be especially helpful for expensive aging studies or for obtaining precious control specimens.

-SCORS, with Dr. Cathy Lebo, Assistant Provost and Director of Institutional Planning and Research, and Stephanie Gray, Assistant VP, Sponsored Programs, had a discussion about [Florida ResearchNet](#) that is still very active. This is a portal identifying subject expertise across Florida's universities and was originally mandated and is being supported by the Board of Governors. This tool allows outside viewers and stakeholders to view research capabilities, activities, and scholars at any of the Florida universities. To increase data accuracy, a review of the information being sent to Florida ResearchNet is underway.

-SCORS is continuing discussion with Dr. Lebo and University Libraries about how various tools such as Discovery, VIVO, and ORCID can potentially be integrated in a way that all UF faculty members feel their efforts are adequately captured and relayed to the public, prospective students, and amongst faculty peers.

Approve [February 21, 2019 Faculty Senate Agenda](#)

Katie Vogel Anderson, Chair

The agenda was approved as amended by deleting the Regulations (lights) and the IRM Tool presentations and by adding the new presentation title to the Distinguished Professor lecture.

Adjournment

Katie Vogel Anderson, Chair

The meeting was adjourned at 4:33 p.m.