Senate Steering Committee Minutes
March 12, 2020
3 p.m.
Tigert 226

Present: Joe Glover, Katie Vogel Anderson, Richard Scholtz, Kent Fuchs, Ray Thomas, Linda J. Stump-Kurnick, Laurie Bialosky, Sylvain Doré, Taylor Rose, Hannah Norton, Keith Diem and Rick Stepp.

Call to Order   **Ray G. Thomas**, Chair
-The meeting was called to order at 3:00 p.m. by Faculty Senate Chair Ray Thomas.

Approve [February 6, 2020 Minutes](#)   **Ray G. Thomas**, Chair
-The minutes were approved.

Reports

- **Chair's Report**   **Ray G. Thomas**, Chair
  -Coronavirus COVID-19 updates were discussed including that campus remains operational: the Reitz Union and University Libraries are staying on schedule; Campus personnel, including OPS, RA's and GA's are continuing to work and access to labs are being maintained; the infirmary is checking in patients at the front door and are moving those needed to a more biologically secure annex; the university is maintaining a list of FAQ's and phone bank for parents who are calling in with inquiries and concerns; updates are being time-stamped to ensure campus has the latest information; discussion continues on how to best manage large events in the evolving climate and is being considered in two-week time increments (including hosting meetings while observing proper social separation and spacing; utilizing Zoom whenever possible; and maintaining strong lines of communications regarding scheduling options and notices of event cancellations or postponements.) Other points of discussion included: A *Wall Street Journal* opinion piece by a former FDA Chair discussing virus transmissions; the importance of messaging to faculty and campus regarding social distancing measures; and contemplating if the focus at the upcoming Faculty Senate meeting(s) should be on the virus only.
  -Other items reported by the Chair included:
  -House Bill 7087, referred to as the "merger bill" that would have directed both Polytechnic University and New College to UF, did not have a companion in the Senate, and the bill did not pass this session.
  -The Chair met with CIO Elias Eldayrie and Saira Hasnain to discuss two-factor authentication and in-class use.   He also attended the February meeting of the University Information Technology Committee where they discussed two-factor authentication. Full adoption must happen sometime this calendar year. The March 11, 2020 edition of the *Faculty Update* newsletter contained the information below and was entitled "Two-Factor Authentication and In-Class Use of Mobile Devices":
  'All newly admitted, incoming students are required to use two-factor authentication when logging in with their GatorLink credentials. The University's mandate of a multi-factor environment for access to University systems will (or may) impact the way some instructors manage device use in the classroom.
  Many teaching faculty do not allow smartphones and other devices in class, either during lecture and/or quiz days. Since in most cases a device will be required to authenticate to e-

Learning and other UF campus-wide services, instructional faculty are asked to review their current policies and allow for devices to be out during the first five minutes of class so students may authenticate access. (An option for students without smartphones, who experience a broken device, or who leave their phones at home exists in the form of getting a pre-authorized code. Details about how to get a pre-authorized code will be available on the it.ufl.edu/2FA website by the end of the spring 2020 semester.)

Language about allowing a smartphone or other device during the opening minutes of a class period should be included in all course syllabi beginning with Summer A/C 2020. Additional details about two-factor authentication will be provided in a forthcoming edition of the *Faculty Update*.'

At the February meeting of the University Information Technology Committee, some faculty inquired about the app that users can install to obtain the passcode necessary for account login. The Chair then sent the following inquiry to the General Counsel's office: Does by installing and using this app on their personal device subject them to the Sunshine Law, and thereby make any information/data on the device discoverable, even if the device's only UF-related use is for the purpose of receiving passcodes to log in to their UF account?

The General Counsel clarified that neither the ownership of the device (nor the platform used to store, create, send or receive information) are the criteria for assessing Sunshine law requirements. The "content" of the information is the relevant factor. If there is content on a personal device related to UF business (e.g., text messages on a personal phone relating to UF business) then that content is a public record and subject to retention requirements and disclosure under the Sunshine laws (with certain exemptions for research data, student records, etc.)

-The Alachua County Board of County Commissioners has requested that for the civic good the faculty, staff, and students have the opportunity to fill out their census during the work day on Wednesday April 1, 2020. It is estimated that the census takes on average 20 minutes to complete and may be done by phone, mail, or online. The decennial census is critical to us all. A complete count determines our representation in Congress and the amount of federal resources allotted to area needs in health care, social services, infrastructure, education, and food security.

-Discussions about the Keene Faculty Center to facilitate collaboration and interaction are continuing.

-Join the University Press of Florida in celebrating 75 years of excellence in book publishing. This event will be held at Smathers Library, Room 100, March 19th 9:30-4:30 and includes books for sale published by the University Press of Florida and University of Florida Press; speaker panels featuring authors, press staff, and guests; informative displays and activities; giveaways and door prizes; and birthday cake. *Note: This event was canceled.*

-There is a proposal for the new Gender, Sexualities, and Women's Studies department. They hope to finalize the details of the document, such that it will be ready for electronic CLAS faculty vote after spring break, and (after CLAS faculty approval) can begin the process of Faculty Senate review by the end of the spring semester.

-The Chair is working to organize a "Freedom of Speech on Campus" forum.

-The Chair has received the following answers from UF HR/Kognito in response to questions posed by faculty regarding the Kognito training and issues of employee privacy:

1. What data is Kognito collecting and how is it being used?

For users that create accounts they are asked to consent to the user agreement in order to successfully create a user account. The user agreement provides a description of the type of data we [Kognito] collect and what we do with it. Please see the Privacy Policy linked here, https://kognitocampus.kognito.com/privacy-policy and refer to the section: "How We May Use Your Information."

2. Faculty have also expressed concern about receiving advertisements for mental health service after taking the training.

Users that create an account are not asked to consent to any marketing materials and our marketing policies do not allow us to market directly to end users. We [Kognito] only allow people to opt in for marketing materials when they are on Kognito.com or in the Kognito store. Both are optional and not required for them to consent to.

3. There are concerns about how AI and machine learning software could be used to analyze user responses that are being provide during the training, and how this information could theoretically be used to psychologically profile a trainee.

We [Kognito] know that everyone learns differently, so to adapt our system to provide a successful learning experience for all users, we use machine learning and AI to tailor the experience for each individual user as they progress through the simulation to adapt to their level of proficiency with the content. The goal of this is to provide every type of learner with a successful opportunity to learn the content. We do not store this data for any other reason.

4. Do you know if the CIO and the risk assessment team reviewed the Kognito software prior to contracting with the vendor, and if so, were there any concerns raised in that review of the product?

A risk assessment was completed on 5/3/2017. The only concern was the inability for the product to have Single Sign On and permit use of GatorLink credentials. The advisement was to post a banner on the wellness page to inform users not to use their GatorLink credentials.

-The Institutional Response Task Force, of which the Chair is a member, has been meeting to acknowledge awareness of the AAU Sexual Assault Climate Survey data and the institutional commitment to reducing these numbers through a collaborated and multi-pronged strategic effort. Healthy relationships training and Green Dot bystander intervention training was discussed in addition to the need for a "Sexual Assault Prevention Button" on the UF website front page, along with a much more robust information and reporting portal along with a completely redesigned Sexual Assault Prevention website.

-The Chair is still attempting to clarify the UF policy regarding the reimbursement of travel expenses related to childcare dependency. There is still some ambiguity about what is meant by "support for excess child care expenses" and what documentation would be required by UF to justify the expense.

- **President's Report**   **Kent Fuchs, President**
  -President Fuchs discussed steps the university is taking to ensure the safety of students, faculty, staff, and the public during the corona virus outbreak, including: the cancellation of all athletic events until March 30; providing notice yesterday that classes will be delivered online through March 30 and that students are urged to return to their homes although campus dining halls and dorms will remain open. State university system officials are evaluating measures and best practices to be taken during the virus outbreak and will be making announcements for an approximately two-week timeline. Between 50,000-100,00 students and guests participate in more than 15 commencement ceremonies at differing times, so a decision regarding commencement plans will be made soon and in consideration of daily COVID-19 updates. All are urged to be sensitive to those with new and significant strains in their professional and personal lives due to the changing and challenging COVID-19 environment.

- **Provost's Report**   **Joe Glover, Provost**
  -College of Journalism and Communications Dean, Diane McFarlin, will step down as dean after the next academic year and a search committee will commence.
  -The appointment of Dr. Sabyasachi "Saby" Mitra as the Dean of the Warrington College of

Business, effective August 1, 2020, has been announced.
-The Provost previewed a forthcoming artificial intelligence initiative which will focus largely on work force development and training.
-Associate Provost for Teaching and Technology, Dr. Andy McCollough, announced yesterday that all classes at the university must be moved online as soon as possible and no later than Monday. Dr. McCollough has relayed to the Provost that the Herculean faculty effort in moving courses online has been an overwhelmingly positive and successful one.
-It was noted that the Employee Assistance Program is a good resource for faculty and employees during the virus coping period.

UFPD Response to Resistance   **Linda J. Stump-Kurnick**, UF Police Department Chief
-The Faculty Senate Chair will announce to Faculty Senate that this year's UFPD Response to Resistance report shows that the number of UF taser incidents and brandishing of weapons which occurred this year is zero (for the third year in a row).
-Chief Stump-Kurnick also answered inquiries and noted the resources afforded through the Victim Advocacy program and campus incidents reporting areas such as the Title IX Office and UFPD. Other discussion points included:
-Freedom of speech, particularly during protests, and defining what the threshold of classroom policies and speech rights are while still maintaining a healthy and open classroom environment.
-Every UFPD officer is CIT (Crisis Intervention Team) trained to help guide interactions between law enforcement and those living with mental illness.
-Newer UFPD hires typically hold at least a bachelor's degree. Familiarity with the college environment through officers' personal experiences ideally helps hasten a better on-the-job understanding of campus and student needs.

Council Reports
Infrastructure Council   **Richard Scholtz**, Chair
-Chief Stump-Kurnick was a guest at the last council meeting and discussed the campus security plan, including: forthcoming camera installations on facility parameters; the SafeWalk initiative which funds new surveillance cameras, more lighting and license plate readers; a planned security operations center to integrate technology in one university space; and the Gator Emergency Medical Response Unit volunteers program. Reports from council contributing chairs included updates on:
-the codification of the restricted use of Lake Alice (i.e. that boating and rafting is disallowed unless by permit, to distinguish the difference between recreational vs. research use)
–a new parking and transportation policy. Due to the forthcoming use of license plate readers, the university will disallow backing into parking spaces.

Welfare Council   **Suzan Alteri**, Chair
-Council updates include that the Compensation Committee is working on two resolutions proposals, one for parental leave and one regarding faculty titles to replace the title of Lecturer, possibly with the title of Assistant/Associate/Full Teaching Professor. Council will discuss both proposals at its next meeting.

Research and Scholarship Council   **Hannah Norton**, Chair
-The March 17th Research Reproducibility 2020 Conference entitled 'Educating for Reproducibility: Pathways to Research Integrity' has been postponed. Melissa Rethlefsen, Associate Dean and Fackler Director, Health Science Center Libraries, plans to present this topic to Faculty Senate in May, accompanied by the new reproducibility librarian who was recently hired, with a start date of

May 1st.

-Council heard from Michael Mahoney, Director of Research Operations and Services, who discussed the selection of and plans for a new online Institutional Animal Care & Use Committee (IACUC) protocol submission system. The new system is user friendly and will provide consistency and ease of transition for researchers arriving from other institutions. A soft roll out will take place in July, and a full rollout is expected in October. Council recommends that Mr. Mahoney speak to Faculty Senate in September.

-A task force is reviewing ELN (electronic lab notebook) options. Such a software tool would assist with data management and place online collaboration across different sites in one location. UF Research Computing, University Libraries, Clinical Translational Science IT, & UF Academic Technologies are working together to generate comparables and identify what the long-term financial model would be.

-The University Libraries Committee reported that the UF open access publishing fund is in its final semester of guaranteed funding from the Office of the Provost and is reviewing options for funding support from college deans.

Budget Council   **Ashley Ghiaseddin**, Chair

-At the last council meeting, a Childcare/Early Learning Facilities update was provided by the Faculty Senate Chair who previously met with Dr. Stacy Ellis, Director of Baby Gator Child Development and Research Center, when they discussed the childcare center in Diamond Village, and also with Dr. Patricia Snyder, Director of the Anita Zucker Center for Excellence in Early Childhood Studies, when they discussed childcare services for the community at large. Previous discussions focused on the early childhood collaboration at Innovation Square which was initially meant to be a University/city of Gainesville collaboration, but no further discussions have been had.

-Executive Chief of Staff, Dr. Win Phillips, and Matt Williams, Director of Sustainability are guests at tomorrow's council meeting, where they will discuss sustainability and divestment. It was noted that the General Counsel's Office is also having general conversations regarding brand usage, codes of conduct, and examining ideas surrounding the use of or partnering with ethical companies.

Approve [March 19, 2020 Faculty Senate Agenda](#)   **Ray G. Thomas**, Chair

-The agenda was approved as amended, to add a Zoom meeting link, and move Chief Stump-Kurnick's Report/Information Item to inclusion in the Chair's Report.

Adjournment   **Ray G. Thomas**, Chair

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