Committee on Committees (COC) Minutes

Wednesday, January 22, 2025

4:00 p.m.

via Zoom: https://ufl.zoom.us/j/95760568878?pwd=44DfCGfkOaPYaxiSyQlvLNEcOPYzLG.1

Meeting ID: 957 6056 8878 Password: 400974 Dial in: +1 305 224 1968

Present: Alison Reynolds, Ashley Ghiaseddin, Laurie Bialosky, Rana Alissa, Amelia Dempere, and Jennifer Hofer.

1. **Call to order – Alison Reynolds, Committee on Committees Chair**
   - The meeting was called to order by CoC Chair Alison Reynolds at: 4:02 p.m.

2. **Approve November 20, 2024, Minutes**
   - The minutes were approved.

3. **Research and Scholarship Council – Ashley Ghiaseddin, Chair**
   - Is the Committee functioning well: Yes. In general, these councils do better when they have set items to accomplish or issues to discuss. After a couple of meetings earlier this year, council members identified topics they wanted to pursue, which has helped the council function reasonably well.
   - Is the Committee membership size and faculty liaison appropriate: Yes. The council has representation across colleges. It has 14 members, 4-6 of which are liaisons. Attendance is not bad: usually 8 members attend the meetings. Only one liaison does not regularly attend; however, most of them do. The University Libraries and the Office of Research always attend, as well as the Graduate School representatives, for example.
   – Is the Committee experiencing any issues to be brought to the Faculty Senate: No.
   - Would you like to share if the Committee is working on major issues: One of the council members started discussing how to enhance grant submission support using best practices from other institutions, so the council is looking for ideas on how best to accomplish this. The office of Strategic Research Development is sharing with us how we can work on this. Most recently, council members were also interested in strengthening research with community partnerships and they will be inviting Mendy Dunn, the Clinical and Translational Science Institute (CTSI) COO, to give a talk. The current College of Education community engagement officer is also interested in attending the next Research and Scholarship Council meeting. Chair Lynne is supporting this initiative.
   Last year the focus was on reform in the Office of Research, and they have some traction on that, including strengthening processes in IACUC. This year they are looking to partner with the community.
   - Do you work closely with other chairs and any overlap: No.
   - Do you have standard operating procedure (SOP): the council has no SOP that was adopted; the council's mission and responsibilities are on the website and available for people to refer to. A vice-chair/ co-chair who can step-in in case the chair is unable to attend has been established. The note-taker rotates monthly amongst council members.
   Ashley does not think the council needs to have a specific SOP. The current MO is mainly to have the agenda ready and reviewed. The only time the meeting was cancelled was when there were no agenda items for discussion.

Questions asked by the Committee on Committee members: Discussing issues, such as using IRB to enroll humans for research, can be a major research issue. Who typically brings these issues forward for the council's agenda - the members of the council, or faculty, or who exactly?
Answer: usually issues are brought by the council members, but Ashley would prefer that the Faculty Senate Chair or the Steering Committee also bring issues forward for council discussion.

4. **Update on the 2023 – 2024 Committee on Committees Report to the Senate Steering Committee**
   - View: http://senate.ufl.edu/committees--councils/ for a committee/council overview;
   CoC reviews only the committees highlighted below:

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

5. **Committee/Council 2024-2025 Invitations Schedule**
   - **Research & Scholarship Council – Jan 22, 2025**
   - Academic Assessment Committee – Feb 26, 2025
   - Professional Curriculum Committee (PCC) – Feb 26, 2025
   - General Education Committee (GEC) – Mar 26, 2025
   - Senate Nominating Committee – Mar 26, 2025
   - Academic Freedom, Tenure, Professional Relations, & Standards (AFTPRS) Committee – Reported Oct 23, 2024
   - University Information Technology Committee – Reported Oct 23, 2024
   - Academic Policy Council (APC) – Reported Nov 20, 2024
   - Parking & Transportation Committee (PATC) – Reported Nov 20, 2024

   ➢ **Committee on Committees (Annual) – April 24, 2025 – To report every April to the Steering Committee**
   {Steering Comm meets Thurs Apr 24, 2025;
   Materials due to Faculty Senate Secretary by Wed Apr 16, 2025;
   CoC final/working meeting is Apr 9, 2025}

Committees reviewed in 2023-2024 by CoC and CoC members assigned for Annual CoC Report *(next review AY2026-27)*:

- Senate Steering Committee—Reported Oct 2023
- Honorary Degrees and Distinguished Awards—Reported Nov 2023
- University Curriculum Committee—Reported Nov 2023
- Preservation of Historic Buildings and Sites Committee—Reported Jan 2024
- Infrastructure Council—Reported Jan 2024
- Lakes, Vegetation, & Landscaping Committee – Reported February 2024
- Land Use and Facilities Planning Committee – Reported February 2024
- Graduate Council – Reported March 2024

➢ Committee on Committees (Annual) – April 25, 2024

Committees reviewed in 2022-2023 by CoC *(next review AY2025-26)*:

- University Constitution & Regulations Committee (UCRC) – Oct 2022
- Academic Personnel Board – Nov 2022
- Welfare Council – Nov 2022
- Compensation & Equity Committee – Dec 2022
- Student Petitions Committee – Dec 2022
- University Libraries Committee (ULC) – Jan 2023
- Sustainability Committee – Jan 2023
- Budget Council – Feb 2023
- Research Policy Committee – Mar 2023

➢ Committee on Committees (Annual)

6. Adjournment

- The meeting adjourned at 4:25 p.m.

Resources:

- Committee on Committees SOP

- Constitution of the University of Florida & Bylaws of the Faculty Senate

Minutes Submitted by CoC member Rana Alissa.