Committee on Committees (COC) Minutes

Wednesday, March 26, 2025

4:00 p.m.

via Zoom: https://ufl.zoom.us/j/99801318874?pwd=JyCPeetyNYQhXGVp0r5W795VFRlLH5.1

Meeting ID: 998 0131 8874 Password: 529266 Dial in: +1 305 224 1968

Present: Alison Reynolds, Katie Vogel Anderson, Patricia Takacs, Tobin Shorey, Rana Alissa, Amelia Dempere, Laurie Bialosky, Jennifer Hofer, Joseph Riley.

1. **Call to order – Alison Reynolds, Committee on Committees Chair**

   - The meeting was called to order at 4:02 by Alison Reynolds, Committee on Committees Chair.

2. **Approve February 26, 2025 Minutes**

   - The minutes were approved.

3. **Senate Nominating Committee – Katie Vogel Anderson, Chair**

   - The committee functions well. They are busy in the spring and hold a virtual open house in January to educate about and to encourage university-wide and Senate committee nominations, so it is a rarely active committee until the spring nominations and balloting season.
   - The size of the committee: eight members, plus one administrative liaison. Four members are from the College of Medicine, which might not be a good representation from all colleges, despite the committee's attempts to make its membership more academically representative; however some members have left UF or resigned during their terms, which helped lead to the lack of diversity among academic units within the committee. Chris Hass is the administrative liaison.
   - The meeting is attended via zoom by a core group of four members who attend frequently. Half of the committee is very active and functional, while the other half is frequently absent active despite establishing the meeting times based on member meeting poll survey results for the best time for attendance. The committee's administrative liaison generally attends the first meeting and is responsive to attend more when needed.
   - The committee reported no major issues other than the poor attendance by half of the members.
   - The committee works closely with other committees: the chair of this committee will reach out to the chairs of UCC and PCC for input on the faculty makeup/areas of expertise needed to make their curriculum committees well-rounded, highly functional, and efficient.
   - The committee has an internal SOP used in the past and the chair and Faculty Senate Secretary will review it for any needed updates.

   Question: How critical and important to have a vice-chair to assist? The committee does not have a need for a vice-chair but is open to future consideration of one, if helpful.

4. **General Education Committee (GEC) – Patricia Takacs, Co-Chair & Toby Shorey, Chair**

   Takacs and Shorey both joined the meeting.
   - The committee functions very well. The committee is represented by faculty and students, and it has robust subcommittees: assessment, audit, oral communications/public speaking, writing and review subcommittees.
   - The size of the committee is appropriate. The committee has 23 members, 5 liaisons, and 2 student members.

- The meetings are well attended: mainly in-person and some join via zoom for convenience. The meetings are mostly well attended by members. The liaisons attend the meetings as well.
- The committee is not experiencing any major issues other than questions about the future of General Education overall and its place in the University.
- The committee is working to improve communication with the UCC and with Quest. The subcommittees accomplished a syllabus checklist to decide the courses. The Audit Subcommittee/ History department created template audit checklists and will work on Physics and Math to finish them by the end of this year calendar. The assessment subcommittee is working on student policy adjustment and will be on the agenda of the senate APC next month. The Oral Communication and Public Speaking subcommittee is investigating how to include specific requirements in General Education, and the Writing Subcommittee is examining the possibility of new writing outcomes. Lastly the Library Subcommittee has created a page for experience of learning.
- The committee works closely with many departments but mostly UCC and Quest. In terms of faculty senate committee interaction, they have productive discussion with UCC course description task force, such as writing better course descriptions and also unifying curriculum and syllabus expectations between the University Curriculum Committee and the General Education Committee.
- The committee does have an SOP in Teams. At the beginning of the year, they updated the General Education Committee handbook and compiled a hard copy to share with the members and liaisons.

5. 2025-2026 COC Chair Election

Eligible members: Hofer, Rana, Reynolds and Sidhu.

- Alison Reynolds was nominated as the 2025-2026 CoC Chair. The motion was unanimously approved.

6. 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 *or his Designee, per Dr. Fuchs* & UF Faculty Senate
Presidential Committees	UF Faculty	Nominated by UF Faculty & appointed by UF President	UF President *or his Designee, per Dr. Fuchs*
(5) Senate Policy Councils	*Current (at the time of the election) **Faculty**	Nominated by UF Faculty & elected by UF Faculty Senators	UF Faculty Senate

Name	Faculty membership consists of:	Seat filled by:	Reports to:
	Senators		

7. Committee/Council 2024-2025 Invitations Schedule

- **General Education Committee (GEC)** – Reported Mar 26, 2025
- **Senate Nominating Committee** – Reported Mar 26, 2025
- Professional Curriculum Committee (PCC) – Reported Feb 26, 2025
- Academic Assessment Committee – Reported Feb 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
- Research & Scholarship Council – Reported Jan 22, 2025

➢ **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 Weds 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)

- The CoC agreed to utilize the next (April 9) meeting date to compile the individual submissions to create the annual CoC report due on April 16 for presentation at the April 24 Faculty Senate Steering Committee meeting.

8. Adjournment

- The meeting adjourned at 4:43 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.