Committee on Committees (COC) Minutes

Wednesday, November 20, 2024

4:00 p.m.

via Zoom: https://ufl.zoom.us/j/94929972491?pwd=qTYiFyfa0M87QhLbGaJ9w56BPPyGdB.1

Meeting ID: 949 2997 2491 Password: 467786 Dial in: +1 305 224 1968

Present: Joseph Riley, Rana Alissa, Thomas Hawkins, Tobin Shorey, Karen Whalen, Amelia Dempere, Jennifer Hofer, Ray Issa, Sudeep Sidhu and Kelly Jacoby.

1. **Meeting was called to order at 4:01 – Joseph Riley, Acting CoC Chair**

2. **Approve October 23, 2024, Minutes**
   The minutes were approved.

3. **Academic Policy Council – Karen Whalen, Chair**
   The council has active members and functions well. This council has great attendance, including visits by Sarah Lynne, the Faculty Senate Chair, and members participate with robust discussions in every meeting. It also has great support from the Faculty Senate staff, and its liaisons, Chris Hass, Associate Provost for Academic & Faculty Affairs, and Tom Kelleher, Associate Dean for Academic Affairs in the Graduate School, who are always there and supportive. In their supporting shared governance roles, the liaisons are very active in the meetings as well. The committee has a mix of faculty from across the university in addition to members from the UF College of Medicine in Jacksonville.

   Works the committee is doing:
   1) Chair Lynne brought the Presidential Qualities Resolution to this council to be reviewed and updated by the Academic Policy Council and other committees. It will then be presented before the Faculty Senate in October.
   2) John Jordi, Instructional Assessment Coordinator, & Alexandra BittonBailey, Director, Center for Teaching Excellence, are coordinating an AI initiative that has been presented to the council. Council reviewed an MLY Alerts Model to be used in GatorEvals. The MLY Alerts Model is a tool that enables organizations to interpret text feedback from students and it aids in detecting keywords or flag words when students submit faculty or course evaluations. For example, it flags for UF when a student mentions suicide or harassment in the classroom, or other such serious allegations or distress/alarm signals in an evaluation. The plan is to establish a committee to determine what concerning words are, and if they are present, to establish a protocol and structure to handle them.
   3) The Board of Governors proposed a regulations amendment for textbooks in each unit and department requesting attestation that the faculty reviewed the textbooks and the materials are appropriate. This will be in effect in the Spring. Chair Lynne has asked this council to work on the language of the attestation statement to meet the BOG regulation and to be added to the syllabus statement to be used by faculty. Council's final language/version will be given to Associate Provost Hass who will disseminate it to the faculty.

   Questions asked:
   1) Working with other committees and chairs of other committees to avoid committees overlap: Thus far, the only topic several committees are working on is the Presidential qualities resolution which has been shepherded by Chair Lynne.

2) Standing Operating Procedures: Dr. Whalen is not aware that there is any at the current time, however Dr. Whalen is interested to know about other committees' SOP's.

4. Parking & Transportation Committee (PATC) – Thomas Hawkins, Chair

The committee is a joint governance committee. Some members are students, and some members are appointed by the administration or elected by the Faculty Senate. There is great participation. There are openings for the presidential appointments, and recruitment is still ongoing.
There is diverse faculty committee membership from the colleges of CLAS, DCP and Medicine, and many liaisons are from the planning, design, construction, and development services on campus; the latter of which often work with private development firms. The committee is inviting members from transportation services in the city of Gainesville and Alachua County, including the transportation planning manager, to visit the committee.

Works the committee is doing:

1. The committee evaluates proposals of projects on campus such as building modifications that impact the university transportation services and makes recommendations to the administration on whether these proposals are consistent with the campus master plan.
   Someone from the university police department always attends the committee meetings as a liaison who educates people about important matters such as vehicle theft and crime prevention techniques.
2. The committee picks up random issues regarding parking for example: parking enforcement regarding parking on sidewalks and landscaped areas, which has been a big issue that a) damages the infrastructure, b) is a safety hazard for pedestrians and bikers and C) not every driver can be issued a ticket if they don't belong to a UF department; UPD is the only entity which can issue a ticket, and this has not been a priority item for UPD.
3. The university is considering making the historic Northeast campus an automobile free/ pedestrian-only zone and only allow emergency vehicles or absolutely necessary vehicles. However, planning on how to satisfy essential campus delivery needs and other high priority vehicles continues. UPD has been involved in the planning for this project.

Issues:

1) Dr. Hawkins would like more information on the administration and Faculty Senate's joint charge for the committee to ensure that they are meeting their charge.
2) No standard operating procedures exist, and Dr. Hawkins would like to have that established.
3) Regarding quorum, the committee is well attended by some members consistently but not by others.

Critiques:

Members don't receive training on the campus master plan.

Questions:

1) The powered scooters and the electric bikes are becoming more dangerous because they are on sidewalks and streets with pedestrians. Dr. Hawkins stated the basic framework: the Florida legislature can regulate them, as they are treated like bicycles under the state law and bicycle operators can act like motor operators and use the road or they can choose to act as pedestrians and use the sidewalks. Thus, the university's hands are tied. Signs might be helpful or UF may wish to regulate the rental policies from the rental companies. The needed changes should be from the university administration and UPD on how to educate, instruct, and regulate.
2) The possibility of regulating the speed between the road and the sidewalks was discussed. Dr. Hawkins is not sure it is possible to do so. However, he stated that they are regulated differently

when the speed is >20ml/hr.

Recommendations:

Establish an education platform regarding traffic rules and safety.

There might be some student groups who would volunteer to establish safety rules and do the work regarding the regulations.

5. **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

6. **Committee/Council 2024-2025 Invitations Schedule**
   - **Academic Policy Council (APC) – Nov 20, 2024**
   - **Parking & Transportation Committee (PATC) – Nov 20, 2024**
   - 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

➢ **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 28
- Land Use and Facilities Planning Committee – Reported February 28
- 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)

7. Adjournment

- The meeting adjourned at 4:37 p.m.

Minutes Submitted by CoC member Rana Alissa and Faculty Senate Secretary Laurie Bialosky.

Resources:

- *Committee on Committees SOP*
- *Constitution of the University of Florida* & *Bylaws of the Faculty Senate*