

**College of Education
Faculty Policy Council Meeting
January 23, 2023; 2:00pm-4:00pm
Rosenberg Room (2021 Norman)**

Chair: Julie Brown

Chair Elect: Ashley MacSuga-Gage

Dean's Office: Erica McCray, Tina Smith-Bonahue, Glenn Good, Thomasenia Adams

HDOSE: Chris Redding, Cathy Atria, Anne Seraphine, Wei Li

SESPECS: James McLeskey, Valentina Contesse, Alisa Hanson

STL: Hyunyi Jung, Magdi Castañeda, Mark Pacheco, Anthony Botelho

Approval of the Agenda

Meeting called to order at 2:03 pm. Motion to approve the agenda – Ashley MacSuga-Gage at 2:04 pm. Anne Seraphine seconded with consensus of the group at 2:04 pm.

Approval of Last Meeting's Minutes (November 21, 2022)

Motion to approve meeting minutes amended by the suggestions provided by James McLeskey - Mark Pacheco at 2:08 pm. Anne Seraphine seconded motion with consensus of group to follow. Minutes stand approved with corrections at 2:08 pm.

Announcements/Reminders

- Upcoming FPC Meeting Dates for 2023: February 20, March 20, April 10 (spring faculty meeting)
- All FPC committee representatives are reminded to upload their committee meeting minutes to the shared Google Drive folder so Hada Herring can make them available on the website
 - We welcome using other formats. Just let us know.
 - Reach out if you need the link for Google Drive.

Deans' Reports

- Dean Glenn Good
 - The College held its first Donor Recognition Dinner in 3 years due to the pandemic. Donors and their students were very enthusiastic and generous. We have managed to double the number of scholarships awarded!
 - Hector Silva, the College's new Director of Finance, will start on Monday, January 23rd.
 - Ben Sasse, UF's new President, will start at UF on Monday, February 6th.
 - Finances:
 - UF is increasing the administrative overhead assessment on colleges by 8.5% for FY 2023-24, and an additional 8.5% increase is proposed for FY 2024-25.

- The COE will meet the increased FY 2023-24 overhead assessment increase via use of one-time fund reserves (so called “rainy day” funds) and savings resulting from faculty and staff departures.
 - It is unclear if the Board of Trustees is aware that most colleges will need to reduce their number of faculty to meet projected increases in administrative overhead assessments. UF’s “Top 5” US News ranking could be negatively impacted if UF’s student-to-faculty ratio increased due to faculty reductions by colleges.
- Associate Dean Thomasenia Adams
 - Grant activity for December: 4 new awards, which adds up to a little over 2.2 million dollars
 - 11 proposals to date (for fiscal year)
 - 42 awards funded - total amount 41.7 million!
 - Faculty has submitted 90 proposals
 - internal funding opportunity
 - Announcement for B.O. Smith, Haines, Fien, and Rosser education professorship
 - Holding off on CRIF (delayed for this year) - to be more conservative of college IDC funding - school has IDC funding in meantime
 - Several seminars sponsored out of OER
 - Feb 20 - joint seminar with College of Engineering - talk about other opportunities for collaboration between faculty
 - April - session on all things pre- and post-award - many rules coming from federal government, and with new staff, we want to make sure everyone is informed and on the same page
 - OER - service unit - if you need anything regarding pre/post award let Adams and Rosabel Ruiz know - they are open to ideas to support faculty
- Associate Dean Tina Smith-Bonahue
 - Scholarship season - applications are due on Feb 5th
 - Shoutout to Advancement and Scholarship Committee - spent hours combing through applications!
 - Want to increase the number of people who submit for scholarships
 - College undergrad teacher/mentor of the year - lots of great nominees - consciousness and passionate committee making selection
 - Ad hoc Committee methodology courses for REM requirements - Walter L., Albert R., and Chris A. - hope to have more news for February meeting about this
 - Fellowship for doctorates - same funding opportunities as last year - details will be finalized at next meeting of deans/directors
 - Graduate school issued a policy regarding doctoral student appointments. In 2018, all students on state money needed to be appointed 0.5 FTE, but there are loopholes to this, so it was not always enforced; latest guidelines state that all assistantships must be at the 0.5 FTE level and will be enforced
 - Report is due in April - CAEP site visit in Spring 2024 - anticipatory guidance
 - The Center for Teaching Excellence requires that all online classes be reviewed for quality markers. The only thing asked now is to plan on how to review them.
 - Apprenticeship and Teaching - college is launching a pilot program at the graduate level - recruiting now - launching classes in the summer - facilitating conversations with state stakeholders around possibility of expanding apprenticeship

- If you were around the last day of class in Fall, you may have met Lily the service dog. Be on the lookout, because Lily will be back!
- Senior Associate Dean Tom Dana
 - Audit of our college - UF internal office - received draft report of the audit - almost every outcome is the same - series of recommendations about updating SOPs across everything done at the college - particularly IT side of the house, information security, software approved considering security concerns - moving away from standard Dropbox, need to make sure everyone is using the UF approved business Dropbox
 - Google Docs, and other suite of Google items - there is a UF version that is secured and encrypted - there will be new guidance for using this
 - Data sharing agreement across individuals - could be between faculty/students/collaborators at other universities, etc.
 - Some of this needs to take place within 6 months, but will rollout between 1-2 years
 - Salary distributions (part of audit) - involved in grant/self-funded/contract activity - this will need to be done through a standardized process
 - We need to think of our budget from a longer range view - maybe saving/creating new revenue? The idea is creating a multi-year plan - Hector (Silva) will be critical for this (thinking of a 5-yr plan)
 - Budgetary affairs suggested a budget reduction plan - not being implemented, but it exists
 - Foreign gifts/contracts - extra scrutiny on purchases of countries of concern (e.g., North Korea, Cuba, China, Russia, Iran, etc.) - the issue is if there is no intermediary in the US (e.g., when you are ordering through Amazon, goods cannot come from just China; would need an intermediary in the US)
 - Faculty receive notice on different types of training that need to be completed by UF HR - sometimes it expires, and you forget about - some trainings are annual or periodic - trying to get 100% compliance (26% has not done information security training around technology) - please do it. Reminder notifications will be sent.
- Associate Dean Erica McCray
 - Faculty and staff side - held all staff meeting January 3rd - got feedback on what is and is not working regarding staff culture - keep the ship running - need to make sure they feel valued and seen - plan is to do this prior to the start of each semester
 - Number of faculty searches - some nearing end, a flurry of activity on campus with visits - thanks to everyone for being part of this process (e.g., chairing or participating in the presentations/meeting) - hopefully will get good colleagues!
 - Merit and market - reviewing faculty and staff salaries - make sure they are staying competitive as can be - retaining people but being mindful of budget constraints
 - DEI piece - info request from chief diversity officer back in Dec - another info request about any position focused on DEI in the colleges, what FTE, and how they are funded - after providing info, the FL House of Representatives sent a request for information to all university presidents - from Jan 2021 to date of request (i.e., January 12, 2023) - 16 bulleted item list, related to DEI faculty, vendors, contractors - asking for salaries, roles, - documents created by DEI (recommendations, requests, etc.) - requesting communications to and from DEI personnel (emails will be scanned; including those that were trashed) - not requesting names (will go through emails to remove names) - information needs to go to the House of Rep by Feb 14th

- Community of international engagement - UFIC - Number of programs that faculty are taking advantage of - faculty recognized for international educator of the year - exchange students are here - a study abroad work - if you are interested, then please let us know

Discussion and Action Items

- Standing Committee Updates
 - Budgetary Affairs – James McLeskey
 - Met on December 2nd - Departments are doing great!
 - On Feb 17th in the SESPECS conference room, we will be talking about the 8.5% assessment
 - College Curriculum – Ashley MacSuga-Gage
 - Quiet - no submissions required them to meet; completing electronic votes when needed
 - Diversity & Inclusion – Anne Seraphine
 - met via zoom on Jan 17th; No actions taken
 - Faculty Affairs – Hyunyi Jung
 - Worked on three tasks
 - COE policy for professional leave committee
 - Reviewed document from the BAC related to merit policies
 - Discussed CBA alignment but thinks last year’s committee already addressed it.
 - Lectures, Seminars & Awards – Valentina Contesse
 - Co-chairs and her met last week, don’t need to meet until awards are announced. They have not received proposals for lectures/seminars.
 - Long Range Planning – Chris Redding
 - No updates
 - Research Advisory – Mark Pacheco
 - Met on zoom on December 8th - received and recommended two proposals
 - Technology & Distance Ed – Magdi Castañeda
 - Met in the beginning of December - continues quest to seek to diversify enrollment and admissions - Tina and Scott Davis met with them - discussed trends - biggest challenge is that the teaching force is not a diversified group - UF has largest group of home scholars (may be a good place to look into to increase diversity)
- Faculty Senate Update: Julie Brown
 - The Advisory Council of Faculty Senate held an emergency meeting on Jan 10th - regarding the governor's request. Information shared during the senate meeting was not too much on the education component, but that the house is requesting information on patients that are being treated for “gender dysphoria” - Are there HIPAA violations associated with this? This is also happening in the College of Medicine.
 - Meeting this week with the Board of Governors at FIU to draft a unified response to this.

- Questions about post tenure regulation - movement to stifle and try to remove tenure personnel through post tenure report - not on Board of Governor's agenda this week - paused - likely going to be considered, but not right now.
 - The council thinks this is a good thing, to make sure they provide an appropriate response.
- Opening up a new satellite campus in West Palm Beach called the Global Technology and Innovation Campus. They are discussing with Palm Beach College the possibility of renting space. This campus will have a graduate/professional focus - engineers, law, and business - no official buildings, as of yet
- Proposed 27-28 academic calendar - additional time off allocated (every 5-6 years we get five weeks off during winter break)
- Shared Governance ad hoc Committee Update: Ashley MacSuga-Gage
 - Survey going out via email
 - Listening sessions - starting the week of Feb 13th and up to spring break with each of the colleges. The goal is to hear personnel thoughts on shared governance.
 - Tentative date - education will be on for Feb 27th (time TBD, and date needs to be confirmed)
- Discussion item: FAC recommendation on Sabbatical and Professional Development Leave
 - Cara Dawson - serving as chair for faculty affairs
 - Timeline - in September discussed composition of sabbatical and professional development leave committee - operating with CBA - not operating in alignment with 2013 COE policy - discussion - FAC responsible for reviewing policy and made recommendation - in October, FAC recommended that we stay with the 2013 COE policy, and that they would continue to review relevant policies for the future that are more practical - in November, we discussed what is here, proposed policy wording - as of now, the goal for today is to inquire further about the proposed amendment or to support or further suggest on policy, to then later go for a vote
 - Kara Dawson (Chair) - FAC giving charge to rewrite this
 - Aligned with CBA; streamline with one committee; should be equal representation between tenure and non-tenure track position; 6 individuals need to meet together to get more perspectives, but only could vote within their own respective groups (e.g., tenure vote for tenure group); should remain as advisory to the Dean
 - Mark asked if there will be a new committee every 3 years? The answer is yes.
 - James - there are issues with a lack of history on committees; might be good to retain some individuals (e.g., rolling) - Kara says team is open to changing this
 - Anne agrees that it would be good to retain a few individuals
 - How do we do this though?
 - People can be part of it for 1, 2, or 3 years (can choose people randomly; 12 people on ballot, 6 elected - whoever is voted the most, alternatively?)
 - PK Yonge are non-tenure faculty and they can get a PDL
 - Glenn - does this committee need a PKY representative? - Thomsania says we haven't historically had them on committees - but this committee will be voting on PKY personnel

- PKY does not often put in a PDL application - process has not been problematic, historically
 - James wonders if there is another way to handle PKY PDL requests - maybe a separate approval process, since it is very different from what is done at COE - could connect with Brian to explore this separate process? Thomasenia wants to add that what is received from PKY is what is approved by the PKY director - information comes from the Provost to the Dean - the university recognizes PKY as part of our system - the Dean is who has to submit the PDL to the university - this is who the system is built for - what we could consider is that once PKY approves, we could consider if that should go straight to the Dean or if it should be reviewed by college committee first - this will require a much bigger conversation due to the differences in constitution
 - Thomasenia - this should be tabled for now
- A certain number of PDLs are offered, and PKY is included in this number (bucketed together with non-tenure faculty in the college) - PKY pays for their own PDLs though
 - James emphasizes that this committee is not in the constitution - shouldn't be an issue with this regarding PKY
 - James would like to know historically how often this has happened as an issue. Thomasenia has said that in the past 9 yrs, this has not been an issue.
- Because of budget, PKY does not often submit for PDLs
- However, this could cause conflict between PKY and non-tenure track college staff if more is submitted than what can be awarded; non-tenure track at COE has also increased over the years; lack of representation of PKY, what does this mean for them?
- PKY is officially part of COE
 - Maybe have a 1, 2, 3, and 4 year model instead, to have representatives from all schools (proposing a 7 member committee)
 - Does PKY get to vote on the committee membership - do they vote only on PKY staff, or everyone?
 - Still challenged with the number dynamic - 3 from COE, and only 1 from PKY - is this still fair? Dean ultimately makes the decision though
- FAC will revise language based on what was discussed today - will then send to faculty in survey format to get their input - is it okay to provide multiple options?
 - Would PKY want to even be part of this? Maybe FAC could talk to their own FPC? and FAC can report back to us at our next meeting?
 - What constitutes full-time tenure staff? Assistant/associate?
 - The PDL process is already done for this year - so this is in preparation for next year; this does not need to be rushed
- Discussion item: Potential COE-wide policy regarding joint appointments
 - Coming from FAC
 - Potential COE policy regarding joint appointments
 - Seems dependent on the school/college - nothing across all schools

- Put paragraph together that could be used college wide - memorandum of understanding between school and college
 - Took what STL had, worked with Thomasenia regarding CBA and constitution -
 - wanted to keep this more general, because each case is different
 - Mark - MOU is drafted in collaboration?
 - Tenure evaluated by home, with input from other college
 - Joint tenures could be appointed in the other college, they just need to be clarified in the MOU
- Have the bylaws of the schools been examined? There was nothing really specific about this - SESPECs has affiliate faculty not joint (more courtesy-type of appointment) - affiliate does not have exchange of money
- Has the rights and responsibilities as outlined by the school's bylaw - rewording it to include this instead "full participants...all the rights and responsibilities of the school faculty..." - issue is the voting right
 - Thoughts on instead taking out rights and responsibilities?
 - Recommendation -as outlined under the MOU - writing this instead
- You are either voted into a joint appointment or come up as a hiree with a joint appointment
- MOU is typically a 1-page document, indicates which is the tenure home, who pays the salary, but does not discuss school-level activities
- FAC should revise this so that it is clear that they do not have voting rights (not voting, serving on committees)
 - Ultimate thought is to table this for now
 - Should FAC get opinions from people currently holding a joint appointment? Answer is there is just one person currently in COE with a joint appointment.

Adjournment

Motion adjourned: Mark Pacheco at 3:59 pm, Valentine Contesse seconded with no objections.