

College of Education
Faculty Policy Council Meeting
November 21, 2022; 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, Ben Skinner, Anne Seraphine, Wei Li

SESPECS: James McLeskey, Valentina Contesse, Alisa Hanson

STL: Hyunyi Jung, Magdi Castañeda, Anthony Botelho

Approval of the Agenda

Meeting called to order at 2:06 pm. Motion to approve – James McLeskey at 2:07 pm, Anthony Botelho seconded with consensus of the group at 2:07 pm.

Approval of Last Meeting's Minutes (October 17, 2022)

Motion to approve – Magdi Castaneda at 2:10 pm. Alisa Hanson seconded motion with consensus of group to follow. Minutes stand approved with no corrections at 2:10 pm.

Announcements/Reminders

- Upcoming FPC Meeting Dates for 22-23: January 23, February 20, March 20, April 10 (Spring faculty meeting, Norman Conference Center)
- 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
 - Some committees use other forms for communication and meeting taking; don't need to do duplicative work, meeting minutes just needs to be shared with Hada Herring to add to the website
- The [new HB 7 BoT regulation draft circulated in the UF Faculty Senate on Oct 20](#) with a comment period for 2 weeks starting Nov 8, 2022. All comments are to be sent to regulations@ufl.edu attention Courtney Brown, Legal Assistant II. Judge Walker has struck down the order at the University level. If you have comments, look at the regulations.
- OER Brown Bag: *Brainstorming ideas for navigating school districts' research requirements*, Dec 6, 2022, 11:30a - 12:30p in 2002 Norman.
 - All are welcome to join!

Deans' Reports

- Associate Dean Thomasenia Adams
 - Grant activity – start new fiscal year
 - October – 5 awards and total was over \$863,000 (happy with productivity of colleagues)
 - 21 proposals submitted
 - 33 awards for this year, so far
 - \$33.3 million
 - A little bit ahead of where we were at this point last year
 - 68 proposals submitted to varying agencies
 - Several active awards
 - 2 at the stage ready for review

- Professional development leave – apps in for that
 - Sabbatical – apps in for that
 - Waiting for committees to establish
 - Research Opportunity Seed Funding
 - Teacher scholar of the year (active award – searching for candidate)
 - Distinguished teaching scholar (candidate identified)
 - Reminding faculty to seek external awards too
 - Tenure and promotion
 - School completed their process
 - Met with tenure and promotion committee
 - Members: Kara Dawson, Steven Smith, John Kranzler, Danling Fu, Kakali Bhattacharya, and Walter Leite
 - Will look at applications and provide recommendations to the Dean
 - Pleased to introduce OER new admin – ‘Quita Campbell
 - Can be reached out to for anything OER-related
 - Brown Bag – impromptu activity
 - OER learned many colleagues are having issues with school district requirements
 - Planned seminar on Dec 5th in this room, all things tenure and promotion
 - Pre and post award (spring event)
 - Let OER know if you need any help in regard to pre and post award
- Associate Dean Erica McCray
 - Faculty and staff affairs – number of searches
 - 14 searches (already started on will be getting started in next couple weeks)
 - DEI – injunction order
 - HB7 resources been removed – remove any links related to this for any public areas
 - Last week - A week of activities in partnership with EduGator central and other entities with campus
 - Info about faculty for request of visiting scholars – communicate with this office to make sure paperwork is processed accordingly here and for their own country
 - Last meeting – conversation with new faculty, types of PD (a lot coming out of OER), make sure coordinating with school directors
- Associate Dean Tina Smith-Bonahue
 - Presented by Ashley MacSuga-Gage
 - Academic issues – registration opened for Spring
 - Thank you to all admin and staff at EduGator that systems are in place to answer student questions
 - Advisors and program coordinators for guiding students in course selection
 - Recent legislation – more transparent – laypeople review syllabi and course material – important to syllabi are created intentionally – need to serve students will
 - Adjunct/teacher assistant – need to include faculty course lead on syllabus
 - Syllabus that posted is the same as the one shared with students
 - Need to be posted 3 days prior to first day of class
 - Reminder that this time of year brings light in vulnerability to our students
 - Demonstrate grace while maintaining academic rigor

- Best practices for syllabi
 - Thoughtful on what to include in the syllabus
 - Make sure dates are correct
 - Include readings (can add other readings may be included)
 - ID course lead (that are faculty)
 - Deadlines from university – Tina will send to all the instructors (will send after this meeting)
 - Student health center
 - Self-care class note (online questionnaire – 5 days excused from class)
 - Email EduGator Central – student is extreme threat – call 911
 - Ride along counselors with UF PD
 - CWC – helpful flow chart – U Matter is helpful resource
 - Caller at EduGator Central will connect you with someone who can provide support regarding any students that may be in distress
 - Question – how can we support virtual/distance learners?
 - CWC – does virtual counseling
 - Can work with local crisis center to have people physically check on the student
- Initiative – teaching apprenticeship – popular – delighted to be included in policy discussion – stay tuned
- Celebration – shout out to everyone who made the international week a success
- Almost all grad programs represented – pizzas and prizes – contacts obtained during this event
- Senior Associate Dean Tom Dana
 - Dealing more with admin, facility, IT, and ETC, amongst other things
 - IT – introduce Katherine (goes by Kat) – support supervisor at IT office, will send occasional alerts (please attention to these)
 - Budgetary situations
 - Pay additional assessment on every fund we spend money on (somethings not on every fund, can vary)
 - Going backwards, how can we increase our efficiency?
 - Grant submission – finding places in our operations that work is being directly attributed to grant – left to overhead to cover (could be good or bad)
 - Examining ways that certain types of expenses that attributed to grants are getting charged properly – so that we can free up state dollars for other uses and purposes
 - Grants
 - IDC
 - That balance in the IDC counts against us – looks like money in reserves – we need to know what is in IDC pools – coaching people on how and when to spend these (so it doesn't just look like it is just sitting there)
- Gator management – middle of audit for entire college – not only fiscal, but also other activities (e.g., data management – not necessarily for just research)
 - E.g., data in stage for analysis but not ready for publication – where is this located?

- What are the allowable places to store these data – opportunities to learn this will be shared on Spring (sharing snippets of on-boarding book)
- Example:
 - Questionable practices:
 - Using Google Documents (anything on Google)
 - Do you log-in and authenticate to get on Gdrive – then you are not on secure systems if you are not doing this
 - Understand that this is easier to share with people outside of UF
 - People working remotely and opening programs through the browser is safer than directly from your computer
 - This may require additional dollars to address these issues
 - Cost \$250 for 1 TB of data/person
 - E.g., video can take up lots of space (deal with a couple hundred users)
 - \$40/month/user of a file server in our college x 250 x 12 = lots of money
 - Kat says IT team is super open to help with whatever you need ☺
 - Google Drive – 5 Gb – will be dropping down
 - You can purchase premium (this isn't live yet)
 - Per user quota or you can purchase per group
 - Need to examine if this is something paid by college or research
- Dean Glenn Good
 - Multiple faculty and staff searches are underway.
 - The state continues to examine aspects of DEI.
 - UF's new President Ben Sasse begins in early February of 2023.
 - COE affiliated faculty, students, and alum excelled in receipt of UF's International Education awards. Please join in congratulating: Danling Fu honored as *2022 Senior Faculty International Educator of the Year*. Tara Mathien recognized as the *COE Junior Faculty International Educator of the Year*. Riya Chakraborty (Holmes Scholar and doctoral student) received the *Alec Courtelis International Student Achievement Award*. Priscilla Zelaya (EduGator alum) received *UNESCO-Hamdan Prize for Teacher Development*.
 - Merit raises are still being negotiated with the union. If negotiations are delayed much further than the salary increases may not be until last October.
 - Budget - Discussion between UF central administration and the college deans continue. It is looking like we will have an 8.5% increase in overhead assessments for FY 2023-24 over what we have been assessed this year.
 - Trend – Online instruction growing fast in the state and nationwide. The college is seeking to expand our online offerings, especially for professional degrees programs.
 - Phased retirement – UF HR is considering it. At this time faculty should visit with their college administration to determine the specifics of the phased retirement.
 - Post-tenure review – it already exists at UF and throughout the SUS. There is some uncertainty about how the SUS Board of Governors tweak the proposal. But is it understandable that the SUS, UF, and colleges want some consequences for employees who do not perform their assigned work.
 - College Holiday Party on December 9, 2022 in the Norman Conference Center.

- Provost Glover provided the initial “go ahead” to continue planning for a new Education building on the Norman soccer field. The College will need to raise funds for construction as well as have funds to cover recurring 2% of the cost of the building for annual deferred maintenance assessment. The college may opt to partner with others if desired.

Discussion and Action Items

- Standing Committee Updates
 - Budgetary Affairs – James McLeskey
 - Going to meet on December 2nd at 3:30 SESPECs conference room
 - Emerging budget plan
 - Getting ready for the spring (expect a lot more will happen in spring)
 - Will share with FPC following meeting
 - Glenn reached out to Amy Hass to represent that president elect Sasse can attend one of our FPC meetings (March/April)
 - College Curriculum – Ashley MacSuga-Gage
 - No additional items
 - If you are going to submit something for January, need this by December 19th (shorter term around for this piece)
 - Diversity & Inclusion – Anne Seraphine
 - Time spent reviewing draft survey for faculty retention – to send to both tenure/non-tenured faculty
 - Thinking of administrating this beginning of February
 - Followed by a data sharing event
 - Decided to share plans with Dr. McCray – get feedback and discuss timeline
 - Meeting next in January
 - Faculty Affairs – Hyunyi Jung
 - Sabbatical and Professional development committee
 - Recommend we follow policy – FAC (interpreting this, regardless of title (clinical, scholar, lecturer))
 - Non-tenure track representations – FAC – approved amended constitutional language state that the committee should be comprised of two tenured faculty from each school
 - COE wide Joint appointments – will present in January for further discussion
 - Lectures, Seminars & Awards – Valentina Contesse
 - Individually reviewed applications for 2022 international educator of the year award
 - 2 awards
 - Meeting in January 2023 to review upcoming awards
 - Long Range Planning – Chris Redding
 - No update this month
 - Research Advisory – Mark Pacheco
 - No update provided but will upload meeting minutes to google folder
 - Technology & Distance Ed – Magdi Castañeda
 - Continue with main goal diversifying applicants to graduate programs
 - ETC attended recent meeting to discuss how can we market our online program to diverse applicants

- Ecosystem of marketing and recruitment/geographic representation in COE
 - Challenges because sometimes we don't have information regarding geographic location
 - Have ETC (Jason/Kevin) meet with program coordinators to increase diversity
 - Will be meeting in December
- Faculty Senate Update: Julie Brown
 - Closing on Thursday of this week, November 24th, 2022 – this is for FL Board of Governor's Proposed Regulation, post-tenure....
 - Should be 30 days, but the deadline is shorter
 - Decision-making process flow chart review
 - At several locations, there should be a space for faculty input
 - Concern with new set of regulations that came out did not reflect faculty input (situations where faculty that once had a voice don't feel that their perspectives are still continuing to be part of the process)
 - Several resources for you to examine (USF, FAU) –
 - Big concern is the language of the regulation
 - With new regulations that are proposed, if a faculty member is determined to not be performing to their expectation, no involvement of faculty in the appeal process
 - Targeting faculty with longest rank (age discrimination)
 - HB7 – reduces academic freedom, violating 1st amending rights, and BOGs
 - The BOG should not adopt this regulation unless and until
 - Faculty system-wide have sufficient participation and input
 - The BOG studies the reg's potential impact on recruitment and retention
 - Statements committing the SUS to academic freedom and tenure are added
 - Call to action – submit public comment – can copy and past bullet points for commenting period
- Shared Governance ad hoc Committee Update: Ashley MacSuga-Gage
 - Asked if there is money to conduct the survey – and was told no
 - Going back to drawing board to see how to conduct survey
 - Options to collect survey data that was low/no cost
 - Could use Qualtrics, but need to teach people how to use it (make sure everyone is on the same page on its functionality)
 - Goal is to have survey done and get results by February, to have recommendations in the spring – but at this juncture, possible this deadline will change
- Discussion item: Professional Development Leave committee representation
 - Should the sabbatical and professional development committee membership requirements be changed?
 - October FPC meeting – FPC approved a motion to create two separate committees in 22-23 year for sabbatical and PDL committees, as stated in the 2013 FPC-approved document
 - If so, what should the requirements be for committee memberships?
 - Kara – follow FPC policy for this year

- The sabbatical committee (3 members) will only be comprised of “full time faculty members in the college”
 - For the PDL committee (3 members), eligible faculty are all full-time faculty members who are not in tenured or tenure-earning positions with and without promotion may be nominated and can vote.
 - Will revise proposal and then share with FPC to discuss (more clarity with composition of committee and alignment with CBA)
- Discussion item: Process for review of requests for courses eligible to fulfill requirements for the doctoral degree (current list of eligible courses can be found here: <https://education.ufl.edu/research-evaluation-methods/research-and-evaluation-methodology-major/courses/>)
 - Process for non-REM courses to be reviewed and their eligibility for minimum for research requirement course determined
 - COE – Tina – has approval to support substitute/alternative courses
 - When this was amended
 - Non-REM courses – COE faculty offering a research methods course can propose the course to be considered by an FPC ad-hoc committee of three representatives (one from each school) in consultation with the dean for approval and additional to the list of non-REM methods courses.
 - Background
 - Short-term:
 - Process for forming the ad hoc committee
 - Long-term:
 - Sustainability
 - Consistency in decision-making authority body
 - What should be the process for forming the ad hoc committee (or alternative)?
 - Should be part of CCCs activities
 - Ashley - Could invite REM to have additional members present at these meetings (whoever is associate dean, would be at these meetings to approve)
 - Ben seconded this proposal – value of having representatives for everywhere
 - Would this policy need to be revised if it goes through CCC?
 - Look at responsibility of CCC and see if it works already on the charge of CCC – James recommendation
 - Can try and see if this works in next semester, and then go from there – James
 - Doing it with CCC could be better as a long versus short-term solution
 - Concerns with CCC is not having the appropriate expertise, although CCC does ask for outside expertise
 - Three are presently awaiting approval
 - Could also send out notice and ask people who want to come, and build the ad-hoc committee in that way for now
 - Beyond review, charging them to figure out a more sustainable approach to do this long-term

- There is no additional guidance regarding the people, beyond just one member representative from each school, and that they are working with the dean
 - Sounds like we need clarity on who these individuals could be?
 - What expertise do they need (qual or quant)?
 - REM is within HDOSE, so would it always be a REM person as part of committee, or could others from HDOSE be able to be part of it (long-term)?
 - Who is in charge of forming the ad-hoc committee and making sure they are meeting?
 - It would make sense to form an ad-hoc committee, as part of the policy, but we need clarity when reaching out to directors, is the expertise related to methodology, course content, etc. – what criteria should Julie list?
 - Maybe list the three courses (title and description) that need to be evaluated
 - Relevant expertise based on topic
 - Work with directors to make this ad-hoc committee
 - Could you create an ad-hoc meeting per course that needs to be reviewed (not sustainable but can be done for short-term)
 - Will explore potential for it to being situated within CCC long-term
- Discussion item: Request for names of potential panelists who can speak to the following tentative topics as they pertain to Florida legislation HB7 and HB1557: (1) *Impact on school-based work and research*, (2) *Ensuring the agency and advocacy of faculty*, and (3) *The student experience*.
- Eliciting suggestions for potential panelists
 - We are interested in hearing the perspectives of panelists who can speak to the following tentative topics as they pertain to Florida legislation HB7 and HB1557?
 - Impact on school-based work and research
 - Ensuring the agency and advocacy of faculty
 - The student experiences
 - Email Julie/Ashley regarding this

Adjournment

- Motion adjourned: James McLeskey at 3:57 pm, Anthony Botelho seconded with no objections.