

**Minutes- CLAS Faculty Council  
December 10, 2019**

**In attendance:** Stephanie Bogart, Andrea Caloiaro, Megan Forbes, Alessandro Forte, Aida Hozic, Ellen Martin, Dave Richardson, Tarek Saab, Martin Sorbille

**Guests:** Charles Murphy, Chris McCarty, Selma Hershfield

Meeting Chaired by Andrea Caloiaro

Called to order at 12:45

**1. Approved minutes from 11/12**

**2. Announcements**

- Andrea will send survey to determine schedule for spring semester.
- Dean Richardson will present results of Survey of Associate Deans during the first meeting next spring.
- Gator Evaluations- only available this fall for 6 days in class. There will be 10 days for the spring and Faculty Council requested at least 10 days in subsequent semesters
- Andrea is meeting with M. Fields to get an update on the Keene Faculty Center.

**3. Campus tours evaluation update - Charles Murphy (Dir. of Freshman and Int'l Admissions)**

- UF campus tour run by student Cicerones (voluntary student organization) - any changes need to go through them. May want to think about a unique CLAS tour.
- **Charles Murphy** - Render Experiences' data report- Final report not in yet. Company reviewed the tours on a very busy day (Columbus Day). The company is also planning to run a training session for the tour guides that can be incorporated into ongoing training. The current plan is for a complete overhaul of the tours for the first time in years.
  - Murphy's office manages the schedule and has input on script. Cicerones involvement is a hybrid model. Evaluating whether this is the best structure given that the number of tours has doubled in recent years from 25,000 to 50,000+ visitors.
  - Current model- 30 min. info session with Q&A, then 90 minute tour with the cicerones.
  - Main feedback: Current model provides information overload. Critical information needs to be more accessible. Also, more story-telling and experience focused.
  - Consultant feedback: Keep tour group/leader ratio lower than average class on camps. Current space is inadequate and not well branded. For large university – it could be useful to offer tours geared for specific groups. Add in a residence hall, part of a marketing to the parents'

approach. More information about outcomes (Alumni stories and pathways).

- Admissions presentation was too focused on admissions process, like standardized test scores, AP/IB credit - leads to that becoming the focus of the tour/visit. Visitors are more likely to remember how they felt during the visit rather than the facts.
- Some are easy fixes, some will be more complicated.
- Questions about accessibility issue for tours- they do ask about accommodation needs when registering for tour. Video is closed captioned. They are working on finding speakers (megaphones) that will work without interferences or other issues.
- Question about adding tours in other languages. Have been waiting for report to come out to figure out how to incorporate Spanish, Creole, Portuguese.
- Doesn't foresee basic structure with Cicerones changing, but they can provide more guidance.
- They are aware of the need to emphasize academics more to respond to the changing applicant pool with more academically competitive students. Can they add information about discoveries and milestones that are being made on campus? The tours only currently address this in broad strokes (and facts) but not with interesting details.
- How could a CLAS tour get incorporated? This is complicated for CLAS given the diversity. Could add extra sessions. Finding resources is a complication.

4. **OPS budget-** Dean McCarty. Selman Hershfield (Finance Committee) was also present.

- Andrea provided context- Initiative to refine data/information about OPS budgets. How are Department/Centers using OPS funds? Can they set up a way to departments/centers to itemize budgets?
- Chris- overall message- We can no longer charge Distance Learning Fees that are used to support Distance Learning TAs. Many of these TAs have also been used to support residential courses (multiple modalities for courses). The DL fees have been important for helping to balance the OPS budget.
- McCarthy ran through the details of the CLAS budget to illustrate how the issue relates to the loss of DL fees. CLAS typically gets ~\$1.3M in OPS back from departments. They use some of this money to fund summer semesters.
- OPS and OE- allocations have not changed in a long time. Departments can request more.
- There are only provisions for giving departments more OPS, but not for reducing it. Some departments have fewer grad students, or grad students obtain research grants. Both reduce the unit's OPS need. This enables OPS funds to be reallocated.

- Relationship between OPS TA support and SCH- ideally expect about a 1:1 relationship, but more like 0.3-0.4. Most funds do go to teaching assistantships. Chairs can use it for an RA, or start ups include RAs.
- Recommendations from Finance Committee 2 yrs ago- Increase budgeting transparency, recognize that one size doesn't fit all, re-evaluate OPS distributions
- Process is taking time. Too late now to change for next academic year.
- Schedule for change in DL fees- Fall 2020- can use DL fees for TA stipends, but not to cover tuition waivers, will get waivers from the Provost. By Spring 2021, however, DL fees may not be used for either tuition or stipends.
- Reality is that UFO is a small program and is heavily subsidized by residential students. *Discussion about whether we should offer fewer online options.*
- They are no longer collecting any DL fees. Thus, no money for online course development. (Loss of \$2.7M out of ~\$204M).
- Advice from CLAS-1) Don't change GS offers for next year- Waivers from Provost and then Harfe has some money to cover; 2) Offer fewer DL courses.
- The OPS reallocation is on hold until the DL funding issue is resolved.
- Lack of DL funding is going to have a big impact on summer courses.
- Could we collect the fees and use it for something else, if not for TA/RA tuition waivers and stipends?

## 5. Updates and further discussion

1. Discussion about whether the Faculty Council might draft a statement of principles about Shared Governance at the College level, which could be published on the following:
  1. CLAS shared governance website
  2. Emails soliciting faculty nominations for committee (to aid new and recent faculty in understanding the role and importance of shared governance)
2. Update on expansion of Shared Services and ongoing challenges.
3. An upcoming brief update from the subcommittee on guidelines for requesting department status (Valeria, Megan, and Nina)
4. Results from the recent Qualtrics surveys for GSWS and T&P Clarifications.