

CLAS Faculty Council Meeting

December 9, 2020

Those present: Charles Baer, Rori Bloom, Stephanie Bogart, Andrea Caloiaro, Daniel Contreras, Paula Golombek, Selman Hershfield, Aida Hozic, Nancy Rose Hunt, Valeria Kleiman, Eric Potsdam, Tarek Saab, Lea Schwartz, Ben Smith, Martin Sorbille, Catherine Tucker, Alexander Wong. And Dean Richardson (=DR below)

Meeting was called to order 10:42 am. Stephanie motion to approve minutes. Request to remove chat was motioned and approved. The minutes of the November 18th meeting were approved.

Stephanie Report

Informed that working on a survey about non tenure track title changes for instructional title series and has working group developing this. The survey will go out before break

Dean Richardson Report

Informed us that the university is getting a testing protocol for students. There are some uncertainties at this point, but the plan stands right now, confirmed with provost but also subject to change, as follows:

All student tests concluded by Jan 10th; dorms, Greek houses, etc. are required to be tested. Because it is unclear when results might be available, DR proposed that first meeting be done online given this situation regardless of mode of class communication. Logic is that we should be able to get results before meeting f2f and able to talk f2f with students about the syllabus, etc. unencumbered by mask. DR's understanding from provost is that the university will remain flexible given uncertainties and changing conditions surrounding Covid.

There will be searches in spring, especially concerning provost's initiative (faculty 500 and AI). Uncertain at this point as to other searches (Attrition pool which releases salary which may be used to hire new faculty to maintain steady state but this is uncertain at this point). DR expressed cautious optimism about economy and impact on hiring with vaccine rollout to happen. DR cautioned that searches may not be completed by end of year given late start under pandemic conditions.

Collective Bargaining Agreement (CBA) informational session: DR believes faculty council has provided helpful assistance to new faculty. Also, DR suggested that informational sessions for new faculty on collective bargaining should be offered and believes that FC would be the appropriate messenger.

DR noted that the administration is working on the preparing teaching document for spring semester focusing on various components for syllabus and info for faculty on policies concerning Covid.

Questions after DR report:

Will there be a consistent, **written**, policy about student testing? DR confirmed that the policy remains as the memo that DR introduced in his opening remarks to this meeting. Reiterated that Lizardo's role is to confirm the policy put in place by university. DR said he would pass on this concern to the relevant authorities.

How are we to know that students got tested? DR response: results will be on official roster and note whether student has been cleared or not. Students will also be able to show cleared status on their phones.

Is it possible to be informed of student status, specifically changes in status, in a way that doesn't overwhelm emails or put onus on faculty? DR response: he will find answer to this question.

Alexander Wong noted that students cannot opt out

Stephanie update on CLAS Student Council and informing student body concerning issues

Stephanie presented write up from Lea Schwarz from SC to make info available to students and suggested that she/they discuss with Joe Spillane. Selman suggested that having a web page link would be something he/we could put on our syllabus and discuss with students. Aida suggested working with Joe Spillane would be best because AA could set this page up; also suggested talking to Communications Office on campus to have info on College page.

Stephanie concluded by saying she would connect Lea with Joe

CLAS Diversity and Inclusion Steering Committee (DISC)

Eleni presented info on the mission, objectives and strategies, and communication of the DISC. She recognized that university is faculty, student, and staff but highlighted they begin their undertaking by focusing on faculty. She recognized this is a long-term mission that needs sustained, recognized efforts.

Eleni noted that steering committee will focus on how to facilitate and support work in RST work is evaluated and credited equally to other activities

Objectives and strategies recruiting, hiring; mentoring; curriculum reform (trickle-down effect to students; reach out to Center for HUM and others to find ways to support faculty who might want to diversity their courses; and retention

Communication: better communicate resources out there; noted that they are doing a great deal but need to better communicate this to faculty; using the liaison network in more effective ways (liaison orientation at beginning of year, training for them to share with departments, and conveying info in CLAS newsletter so that DISC activities are part of the everyday work of the College); DI activities can be seen as part of CLAS or separate

Gave website: <https://diversity.clas.ufl.edu/>

Feedback: In response to DR's question about departmental language to recognize faculty efforts, Eleni noted that how they are acknowledged needs some effort. P and T guidelines are top down so cannot change them. Cautions that this committee cannot change these guideline and that while content may not always be diversifiable, another option is pedagogy or service through outreach.

Aida interjected that the key issue is how to ensure that any of these initiatives are being implemented. Suggested two ways: endorsement and financial support. EG could do in teaching changes to enhance their courses in order to adopt a more inclusive diversified syllabi. Stressed we need to find ways to incentivize and reward faculty to participate in DI issues.

DR followed up that while beneficial to look at syllabuses, departments need to re-visit their by-laws. Aida suggested need results from NTT faculty survey. And that departments need update bylaws.

In response to this discussion, Eleni suggested establishing a sub-committee to work with DISC about by-laws. 1 or 2 members from steering committee and other units to work on this issue to provide more input and legitimacy. DR agreed and suggested to explore a change to the CLAS constitution in regard to selection committee for chairs. Suggested that nomination process and voting needs to be available to all faculty. Aida said need to check with parliamentarian and CBA to get on council agenda for spring.

Stephanie confirmed this suggestion, Eleni will put on their agenda and work with Stephanie and Aida to start working on the spring.

Spring teaching

Aida asked DR if any discussion on testing be more frequent than two weeks as statuses can change. DR understands this concern: test UF uses will be “gold standard” so 3000 tests/day in January. Thus, not possible to do more often.

Valeria asked about procedures after testing: e.g., time between being tested and getting results where students were not quarantined. DR response: sign up for one of Lizardo’s one hour meetings (UF at Work) whose purpose is to educate faculty about the details of these issues (STP process).

Rory asked if student tests positive, who is a CT? DR response: DR’s understanding on contact tracing, without great certainty, if student tested positive, there are filters as to who CT is and situation described would not normally be considered (notified) a CT.

Can windows be opened? DR response: M Fields would be the person to ask as he has no updated info.

Will classes be available Jan. 4th: DR response: he hopes so.

What is process after ADA’s have been turned down for remote work application from C. DR response: If one is granted AWL for any reason, acceptable for chair to re-assign; if request did not fit under ADA criteria but request may have components appropriate for AWL, will provide faculty members opportunity to explain their cases. Constrained about AWL but may have other circumstances not covered under ADA that might necessitate AWL. Should also advise grad students to follow this procedure.

Stephanie asked about take away from high flex training: DR response: while presentations may provide incomplete knowledge, anyone requests 1on1 session has generally been satisfied; trainer and faculty can quickly identify what they need to know to be successful in that environment so encourages 1on1 sessions.

Aida asked if provost is covering the financial costs of classroom changes or college. DR response: only thing college has had to do is provide IT people/support. Equipment and installation has been handled by IT and provost’s office.

Spring scheduling of FC meetings

Stephanie confirmed that Monday 1-3 will be the time. First meeting will be Monday, January 25th, 2021. Will send an email with the following meeting dates. Will plan on having on zoom.

Updates from committees

Student evals: Charles, Martin, Tarek

Martin explained what they did and asked for feedback and next steps.

One outstanding issue was guidance from C Haas as to how these evaluations should be considered in T&P. DR response: Clarity is important and said changes clarified. DR favors changes.

Andrea asked about #6. Noted that what is there is not what previous committee had in mind. Thinks 6 of 7 responses need further modification. Martin said they can meet and reformulate. Stephanie agreed with Andrea's point. Aida noted that situations in which a faculty requires an expensive textbook that is not used should not be considered on the evaluation. Tarek noted that students sharing comments on the textbook is something students comment on. In sum, Stephanie asked if we want committee to re-visit this question. *Martin said committee will meet and then present the revision to FC in January.* The next step then will be that Stephanie will send an email to Sylvain so one of committee members can join the Senate in spring.

Stephanie asked if we should put in recommendations about how annual review looks at evaluations. Martin commented this is what Tarek was referring to. Charles noted that outliers tell you something but whether we need to explicitly put this in writing is unclear. Stephanie commented that her understanding is T&P looks at the numbers. Martin expressed concern about how the averages are understood for evaluation purposes: first six concern instructor and remaining four course. DR response: his expectation would be to look at individual questions AND the two averages, and then look at the high/low averages and then look at individual responses. Thinks committee members pays attention to individual numbers. Martin asked if that same logic applies to individual evaluation letters from chair. DR response: if chair just repeating number that doesn't tell much but rather should focus on more informative questions, that is chair should identify problem and confirm need to address. Says they don't stipulate how to respond but suggest best practices (like his example).

Chair and Associate Dean Evaluation Committee

Martin, Dan, and Andrea; timeline function of dean, chair surveys. Asked for feedback for items in blue. The committee hopes to deploy in spring (week before when we traditionally hold spring break) and asked for quick feedback on questions now or if we run out of time, provide feedback in January session or email Andrea directly.

Andrea unsure what policies are for adding a question for this year and then removing in subsequent years. DR response: keep in as issues under pandemic have been consistent throughout the year. Asked DR if needed to check with anyone about adding and DR thinks not.

Stephanie asked question concerning privacy issue: Andrea noted that consensus was to put survey under UF login constraints. Brought up opening up AD's surveys to others, such as committees (subcommittee members) who work with them. DR response: this is fine. Asked what components in

Appreciation to Stephanie for an outstanding job.

Meeting adjourned at 12:30