

**College of Journalism and Communications**  
**Faculty Senate-called Faculty Meeting**  
**Minutes of April 21, 2016**

**Members attending:** Babanikos, Carlson, Chan-Olmsted, Chen, Coffey, Esterline, Ferguson, Foley, Freeman, Grogan, Hon, Kalyanaraman, Kelleher, Kelly, Kim, Y.H. Lee, Leslie, Lewis, McNealy, Men, Molleda, Morton, Ostroff, Pelfrey, Roberts, Sheehan, Spiker, Tappan, Torres, Treise, Tripp, Walsh-Childers, Weigold, J. Wright, Zheng

**Not in Attendance:** Calvert, Chance, Christiano, Dodd, Goodman, Kaplan, Krieger, Leeps, Morris, Sorel, Wanta, Wells (Sabbatical/leave: Rodgers, M. Lee)

**Others attending:** McFarlin, Bennett, Brad Noblitt (TAG)

Agenda Item	Discussion and/or action taken
<b>Call to order</b>	Pelfrey called the meeting to order at 11:02 a.m.
<b>Minutes from 02-17-16 meeting (ACTION)</b>	Minutes approved unanimously. Pelfrey: Thanked Tappan for taking the minutes and Coffey for serving as parliamentarian.
<b>Adjunct Support Plan</b>	Kiousis: The process has been ongoing for about 1.5 years. Thanked the Faculty Welfare and Development committee for pushing this forward. A plan has been developed. College will launch an annual adjunct orientation. Still needed: Identify additional space for private meetings between students and adjuncts.  No questions or discussion. No written materials were distributed.
<b>Faculty Senate Chair: Overview Report for the Year</b>	Pelfrey: The College Faculty Senate met every other week all year. Minutes have been posted on the college website. Reminder that meetings are open to everyone.  A key dates calendar has been developed and posted to the website.  Informational sessions for the senate included: Mary Ann presented to the senate about shared governance. Randy Wright reported on the security work group's activities. 2020 Task Force made regular reports to the senate. Chairs of each College committee participated in CJC Senate meetings and shared updates on their respective committee's activities.  Thanked Michael Leslie for workshop on faculty mentoring.  For 2017: The nominating process for college and university-mandated committees needs to be revamped. It has not been sufficiently participatory and efficient.  Senate subcommittee formed to look at the CJC constitution and by-laws and recommend revisions, if needed. That work will continue into 2016-2017. Members: Pelfrey, Tappan and Coffey.  The College lacks a policies and procedures manual. Same senate subcommittee is working on that, too.
College Committee Reports by Committee Chairs 2015–2016	
<b>Research Committee</b>	Treise: The committee only meets as needed. Symposium and “Superweek” went well. Satisfaction rating for the research symposium was 4.8 out of 5. Some want to expand it to include researchers from outside our college.

	<p>Awards were decided. Summer research funding decided.</p> <p>Yu Hao Lee reported on the success of SONA in its first year. Kalyanaraman thanked Lee for his efforts regarding SONA.</p> <p>A printed summary was distributed for the Research Committee.</p>
<b>Graduate Committee</b>	<p>Treise: Decided awards, considered appeals (e.g. 2.9 GPAs), worked with distance learning proposals.</p> <p>Provost has asked that we develop best practices for mentoring grad students. To further that, a survey was developed and distributed to our grad students; received substantial feedback.</p> <p>Did teaching assistant evaluations in mid-term for first time, with good results.</p> <p>Discussed changes in qualifying exams.</p> <p>Grad coordinators completed self-evaluations.</p> <p>Boot camp for international students ready to start in Summer B. Retired faculty member, Johanna Cleary, will teach it.</p> <p>New professional master's track was not approved until late by the UF Graduate School and so there was not much promotion of it. There are 37 applicants to that program.</p> <p>No written materials were distributed.</p>
<b>Curriculum and Teaching Committee</b>	<p>Weigold: Simplified critical tracking requirements. Worked on third English requirement. Considered new course proposals from Journalism and Telecom. New Honors requirement proposed. Assessment procedures will become more important at the university level, so departments will need to review the data and use the data to make changes in curriculum. If the assessment measures are inadequate, Weigold is prepared to help department chairs revise them.</p> <p>No written materials were distributed.</p>
<b>FEO/Sabbaticals and (other) Opportunities</b>	<p>Walsh-Childers: Only one application for sabbatical: Kelly; she asked to defer it for a year.</p> <p>FEO or the "alternative sabbatical award": No applications were submitted for either one. A survey will be distributed to find out why. Want to find out how we can encourage more faculty to apply.</p> <p>"Alternative sabbatical award" is up to \$50K and is intended for less than a full semester. It is an alternative to the FEO, which is only for faculty not in the bargaining unit (essentially administrators).</p> <p>Kiousis noted that the "alternative sabbatical award" is funded by the university.</p> <p>A printed summary was distributed from the FEO/Sabbaticals committee.</p>
<b>Tenure and Promotion Committee</b>	<p>J. Wright: A void exists in our T&amp;P document related to creative-track faculty and grants. The committee has devised new language to revise the college's T&amp;P document. The changes will be discussed by the faculty in fall 2016. Kelly's work was invaluable in this process. Some changes still to be added and discussed further, such as distribution requirements for creative work. Sorel worked effectively on the creative works section.</p> <p>Kiousis added: Some language should be added as to whether work is nationally or internationally recognized.</p> <p>Kelly asked that items in the T&amp;P document be numbered to make discussion easier.</p>

	<p>The report from the T&amp;P committee was emailed by the committee chair in advance of the meeting. Also, a draft of the revisions to T&amp;P under discussion was distributed in printed form at the meeting.</p>
<p><b>Faculty Welfare and Development</b></p>	<p>Leslie: The committee organized a mentoring workshop that was held in the college. One point highlighted the idea of serving as a mentor for life, even as the mentee moves to another institution. Thanked Pelfrey for her role in backing the workshop.</p> <p>The committee worked with senior administration to have the Professional Summer award and the Research Summer award reinstated for faculty.</p> <p>Happy that some improvements have been made for adjunct faculty, including an increase in compensation.</p> <p>Called for a college-wide dialogue about diversity in the coming year.</p> <p>Pelfrey confirmed the value of the mentoring workshop.</p> <p>A printed summary was distributed for this committee.</p>
<p><b>Budget and Long-Range Planning</b></p>	<p>Tappan: The committee met twice this year. Followed the protocol that was outlined last year by the committee for its role in the college.</p> <p>Details of expenditures from the Jerry W. Davis Communications Technology Fund were obtained.</p> <p>Interfaced with Technology Committee about issues concerning the Weimer classroom labs.</p> <p>Recommended support for 2020 Task Force plan.</p> <p>A report, a memo, and a summary of the Davis expenditures were distributed.</p>
<p><b>Technology Committee</b></p>	<p>Sheehan: The committee takes more of a strategic than a tactical approach. Already shared a “state of college technology” report from TAG at the December faculty meeting.</p> <p>Details of a classroom labs proposal were emailed to all faculty on April 19. The proposal would affect only the 4 labs on the Weimer atrium, rooms 2050, 2056, 3024 and 3028. There is agreement that those 4 labs need to be updated. Other labs will not be affected.</p> <p>TAG submitted a proposal for updating the labs. Sheehan thanked Brad Noblitt and Rob Carr (TAG) for their work. The committee recommends that the college proceed immediately with cosmetic improvements, e.g. painting, and “go ahead slowly” with the technology part of the proposal, including a transition to student-supplied laptops only, without desktop computers supplied by the College. The committee recommends that the College look closely at the UFIT proposal and work with them to reconfigure a subset of our labs instead of all 4 labs at once.</p> <p>Kelly asked about putting 32 seats in each lab and asked how furniture could be moved. Noblitt: 32 seats is a directive from the Registrar. Furniture will all be on wheels and, therefore, movable.</p> <p>Coffey: Telecom has concerns about the ENPS system, which might require a desktop. J. Wright: UFIT says we are welcome to add any necessary tech to the labs and support it ourselves, so a computer for ENPS could be added.</p> <p>Tripp asked about support issues in evening classes.</p>

	Pelfrey: Mark McCallister of the UF Office of Academic Technology will be at the next college faculty senate meeting, on April 27. Faculty with concerns should attend. Also, this matter of the labs is not a voting matter for the faculty, but rather a matter of consultation whereby the faculty provides important input for the decision.
<b>Other Business</b>	Pelfrey thanked Zenna Brown for taking minutes in senate meetings throughout the year. Ferguson thanked Pelfrey for “the wonderful job she has done” this year as faculty senate chair.
<b>Adjourn</b>	The meeting was adjourned at 12:14 p.m.