

Faculty Governance Council
Meeting Minutes
February 12, 2024

Attendees: Julio Duarte, Chris McCurdy, Shuana Buring, Teresa Cavanaugh, Cary Mobley, Jason Frazier, Nathan Seligson, Chris Xing, Amie Goodin, Randall Doty, David DeRemer, Robert Huigens

- Volunteers for Retreat Development Committee
 - College Retreat is scheduled for May 20, 2024.
 - Julio Duarte, David DeRemer and Teresa Cavanaugh will volunteer to participate on the retreat planning committee.
 - Samantha Hart will notify Chris McCurdy and Peter Swaan of the volunteers.
- New Faculty Meeting agenda item rec from Dean: COP leadership who serve as faculty senators can attend/participate faculty meetings during their terms.
 - The Executive Council proposed that FGC consider putting a caveat in the policy that in general assistant/associate deans are not considered faculty. However, if they are serving as a faculty senator they should be considered as such and be able to attend the faculty meetings.
 - **Motion Passed:** Assistant/Associate deans who are actively serving as faculty senators should be invited/encouraged to attend general faculty meetings during their term.
- FGC Individual Review
 - Bylaws
 - Description
 - Same as bylaws except also:
 - Members willing to serve on the FGC will be placed on the appropriate ballots within their respective unit. The procedure for voting within a unit will be determined by that unit.
 - The chair and vice-chair will be elected by the council for one-year terms. There is no limit as to how many times one may hold any of these positions.
 - Duties and responsibilities
 - Committee reviewed and discussed the current the FGC Website (from bylaws)
 1. Provide an additional mechanism for the views of faculty to be expressed and solicited by the College Administration. ***Discussion to combine 1 & 2. Julio Duarte will configure language and place changes in the Dropbox for FGC to review and provide feedback.***
 2. Provide a faculty forum for deliberation, advice and suggestions with regard to college policies. ***Discussion to combine 1 & 2. Julio Duarte will configure language and place changes in the Dropbox for FGC to review and provide feedback.***
 3. Receive, consider, and refer matters from and to the faculty as a whole, based on recommendations from standing committees, special committees, or individual faculty members.

4. Make recommendations to the College Administration concerning review of the structure for standing committees within the college.
 5. Monitor and coordinate progress of committees related to the mission and goals of the college.
 6. Call for a faculty meeting, create or convene special committees and consult on the agenda of scheduled faculty meetings/retreats.
 7. Recommend and revise policies to the College Administration.
 8. Consult with the College Administration on policy implementation.
 9. Assist the Associate Dean in the annual updates of the college's policy and procedures manual.
 10. Work with the College Administration in developing, implementing, and monitoring the College's strategic plan.
- Verbiage to be changed on the website.
 - The Administration will, *periodically but no less than twice annually*, report to the Faculty Governance Council on policy issues relevant to the faculty.
 - **Remove:** Periodically but no less than twice annually.
 - Chair & Vice-Chair
 - No change
 - Chair-elect
 - Will be elect annually. Chair elect will become chair.
 - Ex officio
 - Currently the Associate Dean for Professional Education (PharmD) and Associate Dean for Faculty Development (Research) hold these positions.
 - Does FGC need two ex officio positions.
 - **Julio Duarte will speak with Shauna Buring to get her insight as to why the FGC was set up to have two ex officio's.**
 - Members
 - FGC has two types of members:
 - Dept. & Distant Campus Representatives:
 - Both campuses should be represented individually.
 - Associate Deans at each campus are receptive to this change.
 - Faculty from distant campus would be able to serve in a dual role position.
 - Faculty who are in good standing with >50% appointment in COP are eligible to be a representative.
 - Senators: Eligibility comes from UF policy.
 - **Julio Duarte will write language for FGC to review.**
 - Structure and personnel
 - Chair
 - Chair-elect
 - Ex Officio
 - Representation from each department and each distance campus (JAX and ORL) if not already represented.
 - COP senators during their terms

- Subcommittees may be formed as needed.
- Reporting procedure
 - FGC reports to the Executive Council and General Faculty.
 - Language will be changed to FGC reports on issues to the Executive Council as needed throughout the year.
- Current charges:
 - Complete duties listed in bylaws.
 - Review, reorganize, and update committees and policies related to them.
 - Update faculty meetings and related policies.
 - Charges will be assessed annually.
- Potential for combining or sunseting FGC?
 - No
- Does FGC want to know where the committee chair minutes are housed.
 - An option may be to house meeting minutes on the COP policy webpage.