



UNIVERSITY OF CENTRAL FLORIDA

Chairs and Directors Regular Meeting
February 10, 2021, 1pm, Zoom

MINUTES

Attendance

Dean's Office: R. Caldwell, S. Cruz, E. Del Barco, T. Dorman, T. Dupras, K. Matta, A. Spiotti, J. Steele, L. von Kalm

Chairs: F. Jentsch, X. Li, E. Mucciolo, L. Mustaine, J. Schultz, G. Worthy, C. Yestrebky, S. Zhang,

Directors: J. Bacchus, D. Beidel, P. Bohlen, M. Dagley, K. Hamann, R. Littlefield, S. Masyada, M. Sigman

Associates: M. Neider

• Introduction

Matta

Kathryn introduced Amber Spiotti, COS' new Assistant Director for Alumni Engagement. Amber relocated from Jacksonville and has a degree in Journalism. She has expertise in many different areas of events and communications that will benefit COS and outreach to our many alumni.

- Alumni engagement projects are on-going.
- Already scheduled meetings 1-1 with Chairs/Directors.

Welcome Amber.

• Summer/Fall Teaching Schedules

Dupras/Dorman

- Email sent by Teresa to all Chairs/Directors on Monday – Directive from Dean's Council - that summer ACD will be scheduled with COVID restrictions in place.
- There will still be courses on campus but no specific number. For Summer B and Fall scheduling, being told to plan as a normal semester. No more space limits.
- May have to look at differently if not as far along in vaccine program.
- Discussion on International students and who is being asked to provide GAA courses.
- Seresa indicated that the exceptions granted to work from home will extend into summer. There will likely be another call for exceptions toward the end of the semester for summer for those whose situations have changed.
- Have had no communication regarding staff but will follow up.
- Dr. Dagley indicated that STEM normally offers face-to face. STEM students stayed home this year. However, reached a larger population of FTIC last summer by offering V1. It is OK to offer again. The only catch will be if number of face-to-face classes changes.
- Modalities – Dr. Dorman indicated that the existing modes were being fine-tuned. The university wants to have these modes effective Summer B and Fall semesters. No longer using V1- just video mode. Flex attribute or live attribute. Or have courses using digital video.
- This fall will hopefully be last to review modalities. Will share information with supplement soon.
- Will also share information on training. Training outside of contract period discussed. Training is considered working for the university. Seresa indicated that the contract period would be extended one week prior and one week after, allowing access to systems and email.

- **Budget Update**

Dupras/Cruz

- Have no information currently on what the State is doing.
- First time discussion with new Senior VP for Administration and Finance, Gerald Hector. Discussed carry forward. Should know in the next week or so what will be allowed for carry forward funds (UCF will carry forward more funds this year than last).
- BOT is aware. Asking for more frequent carry forward updates. Really looking into existing and projected carry forward. Have not spent down CARES funds at a rate expected.
- Please think about resources to help students. Feel that this is the time to do this. Hope to be supported. Spend at a reasonable rate.
- University received \$86M in CARES fund. \$25 M of that will have to be spent on students.
- Have not seen rules on spending remaining CARES funds. Once parameters known, can go forward and make suggestions for CARE funds. Potential things to ask for:
 - Graduate student assistance. Graduate students have suffered setbacks on research and funding. Will discuss with Dr. Klonoff.
 - Robert Littlefield discussed faculty having issues with children at home, particularly related to extra expenses.

- **CPE**

Dupras

- CPE season is coming up.
- Zack will help organize.
- Only one evaluation is allowed, and it must be based on the actual year including COVID extension, if any. Faculty who wish to know where they stand without the COVID extension should discuss with the Chair/Director.
- 70 or more CPEs this year so Dean will be scarce during review period.

- **Annual Fundraising Campaigns**

Matta

- March 1-24. Faculty/Staff can give all through year. Encouraging first-time donors and participation. Campaign was postponed due to COVID. This hurt annual dollars.
- Working with Judy's team to discuss and share COS priorities.
- Anyone interested in volunteering to help – need univ volunteers. Please let Kathryn know.
- Will be counted for Day of Giving on 24th
- Encourages new, younger donors to support what they love.
- COS typically does well.
- An internal message will be shared. Marketing will be going through different platforms to be able to donate.

- **Searches**

Dupras

- Searches are underway in Physics and SPSIA for the new Chair/Director.
- Search committees will convene and be charged. Ads will go out.
- Provost confirmed that a national search is being launched for the Dean in the College of Sciences.

- **COS Advancement Update**

Matta

- There were 130 applicants for the COS Assistant Director for Alumni Engagement position. The position was offered to Amber Spiotti.
- 30-minute introductions with Amber are planned.
- The other position – Millie’s replacement – is in progress. Hoping to hire by end of February. One-on-one meetings will be scheduled between the new hire and the department/school chairs/directors.
- Ray Allen is moving to a different role outside the university. Jeff Coates will remain in contact with Ray for any issues that need attention.
- COS Alumni Board Spring priority is “Diversity & Sciences.” Please feel free to send Kathryn recommendations for alumni to serve on panel (scheduled for end of Spring). Will share information.

Meeting Adjourned 2:07pm

Respectfully submitted,
Maggie LeClair

Reminders

Chair/Director **ONLY**

Chairs/Directors **REGULAR**

February 24, 1pm, Zoom

March 10, 1pm, Zoom