# MINUTES

**Committee Members Present**:

Kevin Hyde, Annie Egan (Vice Chair), Wilfredo Gonzalez, Jill Davis,

Stephen Joost, Ally Schneider, John White

**Committee Members Absent** (Excused):

Adam Hollingsworth

## Item 1 – Call to Order

Vice Chair Egan called the meeting to order at 12:01 pm.

## Item 2 – Public Comment

Vice Chair Egan asked Vice President Stone if the Committee had received any requests for public comment. Vice President Stone confirmed that the Committee had received no requests.

## Item 3 – Consent Agenda

Vice Chair Egan asked if there were any questions or comments about the Consent Agenda. There being none, she asked for a MOTION to APPROVE. Trustee Gonzalez made a MOTION to APPROVE and Trustee Schneider SECONDED. The consent agenda passed unanimously.

## Item 4 – Introduction and Update from Interim Provost Dr. Karen B. Patterson

Dr. Karen Patterson, Interim Provost, introduced herself and provided the Board with an update on Academic and Student Affairs’ initiatives that support faculty and students’ success.

Interim Provost Patterson spoke of the Office of Faculty Enhancement’s work. She described luncheons between new faculty and the Provost, faculty consultations, classroom observations and feedback to faculty that had taken place before the pandemic. She also spoke of the implementation of a Virtual Faculty Lounge to continue the Office of Faculty Enhancement’s activities during the pandemic and to create a forum for faculty to find and share information.

Interim Provost Patterson shared that the following workshops had taken place in the Virtual Faculty Lounge:

* Promotion and Tenure panel discussions
* “Providing Support for Students and Yourself: A Mental Health Perspective”
* “Teaching in the Time of COVID – and Beyond”
* Writing workshops
* A Research Collaborative Meet-and-greet for Faculty

She relayed that, through zoom, check ins with new faculty, community-based learning forums, and professional development collaborations between faculty and the Carpenter Library and Center for Instruction and Research Training (CIRT) had been able to continue virtually without interruption.

Interim Provost Patterson also spoke of the activities of the Office of Undergraduate Research. She highlighted the undergraduate research conference that UNF hosts – the Showcase of Osprey Advancements in Research and Scholarship (SOARS) research poster conference. The conference typically takes place each April in the Student Union and has the broad support of faculty mentors. Interim Provost Patterson praised

Dr. Karen Cousins, Director of the Office of Undergraduate Research, who collaborated with CIRT so that UNF could host the conference virtually due to COVID. Interim Provost Patterson stated that the conference was successful and that UNF was the only university within the State University System that went to an online platform for its undergraduate research conference without delay. (She noted that some of the universities cancelled it all together or delayed their conferences.) Interim Provost Patterson relayed that because of UNF’s success with being able to pivot immediately and deliver the conference on time and virtually, UNF has been invited to present virtually at the annual Florida Statewide Symposium: Best Practices on Undergraduate Research, hosted on October 23 by Embry Riddle.

Interim Provost Patterson highlighted that Caroline Howard, the SOARS Undergraduate Researcher of the Year, was contacted by *First Coast News* regarding her research represented by her poster “*History of Redlining in Jacksonville leaves long-term* *impacts on wealth.”* (August 26, 2020). Interim Provost Patterson noted that Ms. Howard worked throughout the course of her research process with faculty mentor, Dr. David Jaffee, Professor of Sociology. Interim Provost Patterson also shared that five other UNF students had had the opportunity to exhibit their posters at the inaugural *Undergraduate Research Posters at Capitol Hill* event in Tallahassee (pre-COVID, in February 2020).

Interim Provost Patterson next drew the Board’s attention to *PANDION: The Osprey Journal of Research & Ideas* (Volume 1, Numbers 1 and 2). She noted that the creation of the Journal was in response to President Szymanski’s frequently asked questions about what initiatives the University is implementing to assist with student retention. Interim Provost Patterson noted that the students’ research articles had been downloaded 585 times globally since July 31.

Finally, Interim Provost Patterson emphasized that the pandemic has given UNF the opportunity to be more creative and adaptive and that the University has done so. She furthered that faculty have met these challenges successfully and are working together with the Administration in support of student success.

Trustee Egan noted that she had received her copy of PANDION and very much enjoyed reviewing it. She expressed interest in seeing something similar in terms of showcasing the faculty’s research (whether that be virtual or a hardbound copy). Trustee White noted that the University has a Faculty Commons through which faculty can highlight their research, and that the digital space offers a wide array of potential opportunities. President Szymanski emphasized that publishing faculty’s research on the UNF website would preclude faculty from publishing in other places, but that the University can create additional offer opportunities for faculty to translate their research.

## Item 5 - Guana Tolomato Matanzas National Estuarine Research Reserve (GTM-NERR) Sublease

Vice Chair Egan invited Dr. John Kantner, Associate Vice President for Research and Dean of the Graduate School to present on the Guana Tolomato Matanzas National Estuarine Research Reserve (GTM-NERR) sublease.

Associate Vice President Kantner relayed that the Finance and Facilities Committee (which met directly before the Academic and Student Affairs Committee meeting) had approved the sublease, and that he and Chris Wrenn, Associate General Counsel were speaking before the Academic and Student Affairs Committee meeting, today, as they wanted to share with the Committee, information on this exciting opportunity for the University.

Associate Vice President Kantner stated that he has been working on this project since he arrived at UNF several years ago. He spoke about the National Estuary Research Reserves System (NERRS), established by the National Oceanic and Atmospheric Administration (NOAA) in collaboration with states in order to have a nationwide systemic means of conducting research on anything related to the coast and area just offshore. Associate Vice President Kantner relayed that there are 29 NERRS centers in the United States, which do research on coastal resilience, sea rise, flooding, innovation, shore nourishment and other areas, as well as that have educational components. He shared that Florida has three of these centers and UNF is very fortunate to have one close by.

Associate Vice President Kantner relayed that UNF has collaborated with GTM-NERR for quite some time and that the relationship has been pivotal in helping establish UNF as a leader in the coastal sciences (coastal Biology and Coastal Engineering). Associate Vice President Kantner mentioned that UNF has had coastal engineers and historians work at GTM-NERR, and relayed that there are archeological resources at GTM.

Associate Vice President Kantner highlighted that UNF has staff at GTM who work on UNF’s collaborations with the state. He relayed that UNF has received funds from NOAA to hire their education research staff. He shared that these individuals support activities for UNF students and that many students have developed their honors and master’s theses at GTM-NERR.

Associate Vice President Kantner also relayed that there is quite a bit of sponsored research activity that takes place at GTM. He stated that as of 2013, UNF received a significant grant from the National Science Foundation (NSF) for their *Research Experiences for Undergraduates* initiative. The project is set up so that students are paid to collaborate on research projects with faculty that take place at GTM-NERR. Several dozen students have participated in this program.

Associate Vice President Kantner shared that UNF also has several contracts with the state of Florida. The Universities agreements with the Florida Fish and Wildlife Commission provide UNF with funding each year to do American field counts.

Associate Vice President Kantner spoke of Dr. Kelly Smith’s work with undergraduate students each year to count eels at the Guana Dam.

Other research projects associated with UNF’s Coastal Engineering program include the importance of mangroves to maintain the coastline and resist hurricanes as well as studying ocean swells. Associate Vice President Kantner added that there is also a more recent collaboration with St. Johns County, the Florida Department of Environmental Protection and others to establish a wave gauge station that is just offshore. This will allow the University to track how the ocean is flowing, what the ocean does when beaches are being nourished, what beaches do when they are being eroded, and wave activity during hurricanes and tropical storms.

Associate Vice President Kantner noted that while there are many interesting activities happening at GTM-NERR, the space (with its small number of classrooms and its auditorium) is fairly small and not scalable. Dr. Kantner relayed that, because of this, UNF pursued subleasing an area close to the currently existing education center. The subleased area would allow UNF to build a state-of-the-art center for its research and teaching needs at the site.

Dr. Kantner stressed that doing so would help cement UNF’s leadership in coastal science research. Associate Vice President Kantner also highlighted that a further benefit of the location of the site is that it gives UNF professors and students access to research opportunities pertaining to both the intracoastal and the ocean. Trustee Gonzalez asked if UNF had received any federal grants for the project. Associate Vice President Kantner confirmed that the University does receive federal grants, and the funding that pays for employees that are shared with the current facility is from a NOAA grant which the state receives and sends to UNF. Associate Vice President Kantner added that the new center will open up multiple additional opportunities for future funding (from NOAA and perhaps other entities)– especially because it will be built on a federal site. Trustee Gonzalez relayed that he would be happy to work with UNF to seek additional grants.

Trustee Schneider relayed that she knows fellow student who work with UNF professors at GTM, and that these students have each expressed that they have had very positive experiences. She stated that the thinks this is an excellent idea. There being no formal action required and not additional questions or comments, Vice Chair Egan thanked Associate Vice President Kantner and Mr. Wrenn for their presentation on the Guana Tolomato Matanzas National Estuarine Research Reserve (GTM-NERR) Sublease.

## Item 6 - Update on *Informed Ospreys Program*

Vice Chair Egan invited Dr. Joann Campbell, Associate Vice President and Compliance Officer, and Dr. Andrea Adams-Manning, Dean of Students, to provide an update on the *Informed Ospreys Program*. Associate Vice President Campbell stated that the workgroup developed the program, which included training on Title IX issues, the Violence Against Women’s Act, the Clery Act, the Drug-free Schools Act, training in Diversity and Inclusion, and awareness of Mental Health issues. Associate Vice President Campbell stressed that through the hard work of the individuals in the workgroup, the project had been completed in ten months and within the budget. She added that the final results of the project had exceeded expectations. Associate Vice President Campbell stated that she was excited about the project as it will affect students’ lives in a personal way.

Dean Adams-Manning provided the Board with the context for developing the project. She relayed that when she became the Dean of Students 15 months ago, she noticed the need for training, in these areas of appropriate civic behavior, for incoming students. She had noticed the need for additional training in sexual assault prevention, alcohol and other drug use, diversity and inclusion awareness and sensitivity, Bystander

behavior, as well as training for the awareness of mental health issues and resources available at the University.

Dean Adams-Manning referenced the current training offerings and relayed that, because the current vendor~~s~~ dropped critical programming, including the student sanctioning model, the University reviewed the student training modules from other vendors to determine if the University could provide a more comprehensive training program. She noted that because of this review, the University will now be able to offer the training for students, faculty and staff through one hub (and the University will be able to track all progress). Dean Adams-Manning made a recommendation for changing vendors for the anti-hazing training to our new vendor for easier progress tracking.

Dean Adams-Manning relayed that the University had been using Kognito for the mental health training, but had noticed a low student participation rate. She stated that the University had deemed that the program Safe Colleges has content better suited for the University’s population and that the program conveys the messages that the University needs. Dean Adams-Manning confirmed that the University will be making the change to Safe Colleges.

Dean Adams-Manning stated that the overall goal of the University for this training is to provide an educational foundation through online courses as students enter the university system and to build on that education through departmental hands-on educational opportunities throughout the students’ years at UNF. She advised that the program is on track to launch Spring 2021 semester. Dr. Adams Manning showed the program website to the Board. It provides an overview of the program, a description of training modules and related policies, instructions to access modules, information for students and parents, and contact information for the Office of the Dean of Students ([Informed-Ospreys@unf.edu](mailto:Informed-Ospreys@unf.edu)).

Dean Adams-Manning relayed that she and another staff member have developed a “concierge” approach to address questions about the programs, but she advised that the University may need and want to expand the infrastructure associated with the training. She relayed that, by purchasing Cornerstone modules, the University now has unlimited means to train and educate students with any kind of training - including professional development training. But, Dean Adams-Manning advised, with this expanded capacity to train, the University will need expanded capacity to triage and address questions. She recommended reviewing how the University utilizes its Center for Professional Development and Training (CPDT). She noted that CPDT currently only serves employees and stated that she believes it would be highly effective to have an additional staff member in the Center, in the future, who would be focused on student training and professional development, as CPDT has expertise in that area.

Dean Adams-Manning gave descriptions for each of the modules. She noted that some of the modules are required to be completed prior to the students arriving on campus with others required to be completed within the first and subsequent weeks of being on campus.

Trustee Egan made an observation that other universities she knows make this type of training mandatory; they tie it to students’ abilities to register. Trustee White echoed a concern of student’s having a potential ability to “opt out.” Dean Adams-Manning relayed that currently the University has registration holds tied to the accounts of students who have not completed the Campus Clarity training, but that the University has been working to review more broadly how it uses registration holds.

Associate Vice President Campbell noted that prior to using associated registration holds, (per data from Enrollment Services) the University had experienced strong participation levels by students for these trainings, and the aim is to take that approach again. She relayed that a strong communications plan has been developed and will be used in conjunction with the rollout of the program. She emphasized that the Compliance Office and Office of the Dean of Students will continue to monitor student

participation levels and their offices will be reaching out to students who have not completed the training. (She relayed that the offices might need additional staffing or resources to do so.) Associate Vice President Campbell also stated that, upon reviewing student participation levels, if necessary, the Compliance Office and Office of the Dean of students will reach out to the Provost’s Office and Enrollment Services to discuss additional options available to bolster student participation.

Trustee Schneider asked if it was correct that there were no registration holds for students who did not complete the student COVID training. Dean Adams-Manning confirmed that was the case. Trustee Schneider relayed that it could be useful to review student participation/completion rates for COVID training to estimate potential completion rates for the *Informed Osprey Program* (without any registration holds tied to non-completion). Dean Adams-Manning agreed and referenced the many communications the Office of the Dean of Students have sent to students recently regarding COVID and anti-hazing training. Dean Adams-Manning asked Trustee Schneider for her perspective as to whether or not she believes the students are perceiving the training as mandatory and/or the messaging may needed to be adjusted. Trustee Schneider stated she believes there will typically be a high completion rate for incoming freshman as they work to complete all required material at the start of their first year. She relayed that there could also be potential challenges with some junior and seniors completing the modules if there are no consequences tied to non-completion.

Trustee Egan stated that she believes there is messaging about the University itself in how it frames whether the training is mandatory or not. Dean Adams-Manning clarified that the University has been and will continue to communicate that the training is mandatory, but at this point and time the University is not tying a registration hold to non-completion. Trustee Egan asked what other ‘penalties’ there might be for non-compliance. Trustee Davis relayed she thinks it is important to have students complete the sexual assault training (especially in light of new federal regulations) in the first semester. Dean Adams-Manning agreed and clarified that it is the University’s intent that students complete module 1 of the training (with alcohol, title IX and Bystander training) prior to arriving on campus and that when students do arrive, the University plans to have Academic Advisors work closely with students who have not completed the training and ensure they do so before they register for their courses.

President Szymanski relayed that there is consensus within the University community that students’ completion of the training is a priority. He noted that the Compliance Office and the Office of the Dean of Students will be discussing with Interim Provost Patterson (who is new in her position) the array of tactics for implementation because each member of the community is invested in the students’ completing the training. The President thanked everyone who worked to develop the program for all their hard work. He relayed that the University will continue to strategize about ways to encourage the students to complete the training. He stated that, as the University has had to do with conditions related to the pandemic, the University might also have to take the tack of adapting in the moment if a first approach does not work.

Trustee Egan confirmed that the Board strongly supports this training program and the University in doing what it needs to do to have completion compliance. Trustee Schneider agreed and stated that if the University does not want to move directly to implementing registration holds for non-compliance, there are other means. She relayed that the offices could partner with the Student Involvement Center implementing a requirement for students wanting to join a club that the executive team of that club has to have completed the training. She noted that the offices could also likely partner with the Office of Fraternity and Sorority Life to encourage program completion.

Vice Chair Eagan thanked Associate Vice President Campbell and Dean Adams-Manning for the presentation.

## Item 7 – Adjournment

There being no other business, Vice Chair Egan adjourned the meeting at 12:58 pm.