

To: Dr. Abi Adewumi, Chair, Student Affairs Committee

Copy to: Dr. Shannon Holiday, Chair, Faculty Assembly
Dr. Shannon Wallet, Associate Dean for Faculty Affairs

From: Dr. Isabel Garcia, Dean

Date: January 2, 2018

Subject: Charge to the Student Affairs Committee, January 2018 – June 2019

Thank you for your service to the University of Florida College of Dentistry as Chair of the Student Affairs Committee for 2017- 2018.

As stated in the constitution and bylaws, this committee serves as a general forum to promote scholarship, wellness, motivation, professionalism, and extracurricular activities among the students and between the students and the faculty. The committee should meet at least quarterly to conduct its business to ensure satisfactory progress on tasks assigned to it.

According to the constitution and bylaws, the committee consists of the president of the ASDA, the president of the Dentistry College Council, four student members, one from each class, the Director of Student and Multicultural Affairs, the ASDA faculty advisor, and four full-time faculty members elected by the Faculty Assembly. The Committee elects the chairperson and vice chairperson from the four faculty members elected by the Faculty Assembly. The vice chairperson will become chairperson upon completion of the chairperson's term.

This year I am asking the Student Affairs Committee to:

- Review and revise the constitution and bylaws as necessary to reflect the mission and membership of the Student Affairs Committee.
- Develop committee guidelines to work more closely with the new Director of Student Affairs to take an active role in identification and discussions on current issues concerning students and developing programs that enhance student life at UFCD.
- Develop committee guidelines (such as initiating joint committee meetings) to work more closely with the Associate Dean for Faculty Affairs and the Faculty Development Committee. This joint initiative should be focused on developing strategies to promote professional, productive relationships between students and faculty and students and administration.

Each standing faculty committee is charged with reviewing relevant outcome measures from the college strategic plan. The Student Affairs Committee should:

- Administer, review and report the findings from the student's annual dental school learning environment (DSLE) survey.

The committee should refer all committee action items to the Faculty Advisory Board (FAB) on an ongoing basis for FAB's review, discussion and subsequent action, as needed. The committee should evaluate performance on these measures and when appropriate, action plans for improvement should be instituted

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using the Plan-Do-Check-Act (PDCA) cycle. The PDCA is the college model for outcomes assessment and evaluation.

I am looking forward to another productive academic year for our college and thank you for your efforts on behalf of the Student Affairs Committee

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