

Faculty Committee/Workgroup Annual Report Form

- 1) Indicate type of committee: Steering Standing Workgroup/Ad hoc/Sub-Committee
- 2) Committee name: **Student Affairs Committee**
- 3) Charge and/or responsibilities of the committee or workgroup:

Standing committee charge (as given in the UFCD's Constitution):

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.

Additional charges from the Dean for 2015-2016:

The Student Affairs Committee should continue to take an active role in identification and discussions on current issues concerning students. The committee should meet at least quarterly to conduct its business to ensure satisfactory progress on tasks assigned to it. This year, I am asking the committee to work with and develop committee guidelines to work with the Cultural Climate Committee. The Student Affairs Committee should work with the Cultural Climate Committee to develop programs that enhance student life at UFCD. The Student Affairs Committee to develop strategies to promote professional, productive relationships between students and faculty including a faculty/student, mentor/mentee program. Continue work with the college administration to develop a student lounge. 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. Each standing faculty committee is charged with reviewing relevant outcome measures from the college strategic plan. The committee should evaluate performance on these measures and when appropriate, action plans for improvement should be instituted using the Plan-Do-Check-Act (PDCA) cycle. The PDCA is the college model for outcomes assessment and evaluation.

Individual Faculty Member Responsibilities: The regular members of this committee are expected to attend regularly scheduled meetings of the full committee which will generally last from 1 to 2 hours. Additionally, members may be asked to assist with subgroup or project work at the chairperson's discretion.

- 4) Dates of all meetings during the past year: 9/4/2015, 10/16/2015, 11/20/2015, 02/19/2015, 04/15/2016
- 5) Agenda established by the committee for the past year:
 1. Election of new Vice Chair
 2. Dental student lounge
 3. Identification of Instructional Support student volunteers
 4. Campus Outreach proposal
 5. (a) Inability to see available chairs on Axiom, (b) increase in RVUs
 6. (a) Sim lab cleanliness, (b) ECO/Canvas consolidation, (c) personalized group calendar, (d) quality of Mediasite recordings, (e) student parking on-campus, (f) access to previous year Mediasite lectures, (g) use of smart board technology
 7. (a) Course time run-over, (b) scheduling conflicts/course overlaps, (c) incorrect uploads in ECO, (d) class attendance, (e) faculty/staff professionalism, (f) printing services, (g) new water fountains
- 6) Outcome measures (address committee's assignment and the charges given by the Dean):
 - a. Completed during the year
 1. Dr. Abi Adewumi was elected to serve as the Student Affairs Committee (SAC) Vice Chair beginning Fall 2015.

2. The student members of the SAC were instructed to form a working group to create a proposal for repurposing MDL-3 into a dental student lounge. Andy Alvarez, SAC rep from the Class of 2018, gathered a proposal team of eight students from his class to begin working on the proposal. Andy and his team presented their initial proposal to the SAC on November 20, 2016. Drs. Dasilva, Adewumi, and Probert assisted the team in finalizing the proposal before presenting to Dean Garcia on March 7, 2016. Charles Lesch, Facilities Manager, also attended this meeting in support of the students' proposal of renovating MDL-3 into a dental student study space. As facilities manager, Charles verified the cost estimates and renovation possibilities. Dean Garcia was receptive of the proposal and stated that she would like to follow up with Charles to discuss further details of the project.
3. The following students volunteered for Instructional Support assistance during lectures and were trained by Marc Turchin: Tai Chan (2016), Gio Aldama & Omar Alkorek (2017), Will Baldock & Brad Sleeth (2018), Bei Chen, Ramy Athanassios, & Mina Ghorbani (2019)
4. A proposal was brought to the SAC by Dr. Shannon Wallet and Siri Seebunpang (2018) to increase the visibility of UFCD as a treatment center through on-campus outreach. Inserting dental health care booths into UF main campus activities and fairs could offer more patient experience to first and second year dental students. Outreach could also bring new patients to UFCD, making it beneficial to the College as a whole.
5. Dr. Dasilva met with Cara Boring regarding verification (via Axium) of open chairs in other clinics. Once the Axium upgrades were complete, Dr. Dasilva sent step-by-step instructions to the SAC student representatives on how to verify open chairs in other clinics. The students were instructed to share this information with their respective classes.
6. Dr. Dasilva met with the RDS department to discuss the rumored increase in RVUs. At this time, there will not be an increase in RVU requirement.
7. Drs. Dasilva and Adewumi met with Dr. Carol Stewart and Richelle Janiec on October 21, 2015 to discuss sim lab and student clinic cleanliness concerns. Dr. Stewart and Richelle suggested the SAC student reps compile detailed lists of concerns and go on a tour with Richelle Janiec to go over specifics.
8. Dr. Dasilva and Andy Alvarez met with Gail Childs to discuss the possibility of an ECO/Canvas integration. The student's reported that having important class information in both ECO and Canvas can be confusing, and that it would be helpful if everything was housed in one place. Gail shared with Dr. Dasilva and Andy that there are no current plans to integrate ECO and Canvas.
9. ECO calendars containing student schedules are synced to their phones. The students reported confusion when many of the group activities do not pertain to them or they have to "hunt" for their group activities. A solution would be to have personalized group calendars. This information was passed along to Steve Kostewicz, Manager of Application Support and Development.
10. Students reported worsening audio on Mediasite recordings. Marc Turchin reported audio quality is dependent on the room being used and offered his services whenever there are Mediasite issues. Students followed up with a request for access to all previous year recorded lectures. As of now, students must request access to view specific lectures as need.
11. Students reported a lack of available parking on-campus. Dr. Dasilva met with UF Transportation and Parking Services and was told that UF has enough parking spaces to accommodate all students and staff, however, not all parking is close to the building of interest. Because this is an issue at the University level, the SAC felt not much could be done to alleviate the parking concern at this time. It was suggested to notify Dean Garcia of this issue, so that it might be included in the College's future expansion/renovation. A follow-up regarding scooter parking was brought to the SAC. A map identifying all available scooter parking was sent to the SAC students reps, who were instructed to share with their respective classes.
12. Course time run-over, scheduling conflicts, ECO uploads, class attendance – SAC rep Sara Sardano (2019) met with Gail Childs to discuss these issues and received guidance on how to resolve these concerns.

b. Still pending

1. Dental Student Study Space – A follow up with Dr. Garcia regarding the status of the proposed renovation of MDL-3 will be scheduled soon.

2. **Main Campus Outreach** – SAC student reps will gather consensus from their respective classes on this proposal. Once student consensus has been determined, the next step would be for Dr. Wallet and Siri to present the proposal to the Clinical Affairs & Quality Assurance Committee. The SAC also discussed the need for faculty support in order for this project to be sustainable.
3. **Sim Lab & Clinic Cleanliness** – SAC student reps were asked to compile detailed lists of their concerns and to schedule tours with Richelle Janiec. Sara Sardano & Andy Alvarez will cover sim lab while Alison Novakovic & Mahmoud Mona will cover student clinics.
4. **Access to Previous Lectures** – Drs. Dasilva and Andy Alvarez are invited to meet with the Curriculum Committee on June 2, 2016 to further discuss this request.
5. **Faculty Use of Smart Board Technology** – It was reported that some faculty still do not utilize the smart board technology while giving lectures. Dr. Dasilva will meet with Marc Turchin for an update on the smart board technology instructional video.
6. **Faculty/Staff Professionalism** – It was suggested that Sara Sardano meet with Dr. Patty Probert to address these professionalism concerns. As of April 2016, Sara had not yet met with Dr. Probert, but told the committee she would be scheduling and appointment soon.
7. **Printing Services** – Dental students currently lack convenient printing services. The free printing quota (300 pages) is provided by the University Student Government and is currently only available for use in the Reitz Union. The Committee suggested contacting Siri Seebunpang, our USG rep, about advocating for this service to be available in the Health Science Library.
8. **New Water Fountains** – It was reported that the water fountains in the dental building are poorly functioning and outdated. A suggestion to replace these fountains with new water fountains/bottle filling stations would benefit the students, staff, faculty, and patients at UFCD. Dr. Dasilva contact Charles Lesch on April 19, 2016 regarding this suggestion. Charles reported that the Physical Plant Division maintains the water fountains, and that he would submit a request for replacement. If PPD is unable to replace them, the SAC will need to find an alternative funding source. There are other requirements that need to be considered, including ADA height requirements, meaning the cost could escalate quickly. Charles will update the SAC as information is received.

- 7) **Obstacles to following an agenda and/or completing the outcome measures:**
 We noticed that many of the concerns reported by our student representatives were often better addressed by other departments/committees. The Student Affairs Committee is and will continue to be a safe place for students to voice their concerns and ideas, however, we are concerned that the student population may not be utilizing other committee representation effectively.
- 8) Did this committee or workgroup submit any recommendations to the UFCD FAB during this year?
 No
 Yes (If yes, what was/were the issue(s) and was action taken?)
- 9) If 'yes' to #8, did the committee or workgroup receive timely feedback as to the disposition of the recommendations?
 No (Please explain.)
 Yes
- 10) Identify issues that the committee suggests be considered by this committee in the coming year: **The dental student study space has been a Student Affairs Committee agenda item for many years. The committee is pleased with the initial steps taken to push the project forward, however, there is still much to be done. The SAC will continue to strongly advocate for this project and will continue to monitor its progress moving forward.**
- 11) Any other comments you would like to share: **None**

12) List the members, their title/role, type of memberships and how many meetings each attended:

Name	Role	Type of membership	Number of meetings attended	Number of excused absences	Number of unexcused absences
Dr. Maggie Ribeiro-Dasilva	Chair	Elected Faculty	5	0	0
Dr. Abi Adewumi	Vice-Chair	Elected Faculty	2	3	0
Dr. Virginia Dodd	Member	Elected Faculty	2	3	0
Dr. Tim Garvey	Member	Elected Faculty	2	3	0
Alison Novakovic	Member	ASDA President	3	2	0
Daniela Lemoine	Member	DCC President	1	4	0
Matthew Novak	Member	Elected Student	1	4	0
Mahmoud Mona	Member	Elected Student	4	1	0
Andy Alvarez	Member	Elected Student	4	1	0
Sara Sardano	Member	Elected Student	2	0	0
Marc Turchin	Member	Ex Officio	1	1	0
Dr. Patty Probert	Member	Ex Officio	2	3	0
Anthony Licari	Support	Appointed	5	0	0