

**Minutes, Deans and Chairs Meeting
July 6, 2020, via Zoom**

Diane McFarlin called the meeting to order at 2:00 p.m.

COVID-19 Updates

- McFarlin mentioned that COVID cases at UF have doubled in the last 10 days.
- UF is ordering a supply of N95 masks and face shields. CJC has ordered, and will be ordering more, plexiglass sneeze guards.
- McFarlin discussed the Fall semester plans for hybrid and other courses. UF Health will be heavily involved with any decisions made.
- She also reported on enrollment and said that Zina Evans has reported a higher than normal percentage of decline across campus for first-year students due to financial concerns, fear of COVID, and enrollment at other universities.

Update on Budget

- McFarlin said the State University System is holding back 6% of the budget. She also mentioned that further cuts could be made in January.
- CJC is planning the 6% reduction and working on clarifying guidelines CJC is to follow. The 6% at CJC will hopefully be realized through attrition and reduction in operating expenses such as travel.

Progress Report on IDE Efforts

- Joanna Hernandez and Keisha Reynolds reported on IDE efforts. Hernandez thanked everyone for their work on this.
- Hernandez mentioned that since Memorial Day, CJC has held six town halls. She discussed ideas that came out at the most recent discussion and mentioned ideas for moving forward.
- Reynolds noted that we should pause to connect with our colleagues and to really get to know them. She mentioned it is time to take action and discussed areas for improvement moving forward. She said this is particularly important with CJC recruitment and retention--everyone plays a part in this. She mentioned the importance of accountability. She also mentioned that CJC could put more focus on help with Tenure & Promotion.
- Reynolds announced the new avenues for anonymous reporting at the college level: cjcreporting@jou.ufl.edu and (352)392-6262.
- Kiousis mentioned the Fall retreat would take place on August 19. Reynolds suggested an icebreaker.

Annual Endowment Reporting

- Gaylord said most people have completed their Annual Endowment Reports and thanked everyone for their effort.

McFarlin thanked the Deans and Chairs and closed the meeting.

Attendees: Diane McFarlin, Mira Lowe, Robyn Goodman, Randy Bennett, James Babanikos, Marcia DiStaso, Dave Ostroff, Jeff Pole, Keisha Reynolds, Randy Wright, Margaret Gaylord, Tom Kelleher, Laurent Burman, Ted Spiker, Spiro Kiousis

Meeting Adjourned at 3:00p.m.

Respectfully submitted by Sarah Fitzpatrick