

GENERAL FACULTY MEETING

AGENDA | MONDAY, FEBRUARY 28, 2022 | 10:00AM | ZOOM

1. Minutes from Dec 7, 2021 Faculty Meeting for approval
2. College update (Saby)
3. College procedures and guidelines (Gary)
4. Associate Dean of Research position (Saby)
5. Travel & Expenses (Gary)
6. Use of Honor Lock (Gary)

GENERAL FACULTY MEETING
MINUTES | TUESDAY, DECEMBER 7, 2021 | 3:00PM | [ZOOM](#)

1. The Minutes for the October 5, 2021 General Faculty Meeting was presented to the faculty. A motion was made and seconded to approve the minutes as distributed.
2. A Draft of the WCB Strategic Plan was presented by Rich Lutz as an information item. Discussion took place and faculty and staff were encouraged to reach out to him for questions, comments, or recommendations.
3. The UG Committee voted to approve the “UG - Sales Internship MAR 4XXX”. The item was sent to faculty using the UF voting site which resulted in one vote to discuss and approve at a regular meeting. This item was presented to the faculty for discussion. A motion was made and seconded and the item was approved as distributed.

UG - Sales Internship MAR4XXX results



4. Other Business - none
5. College Report (Gary McGill)

A new procedure for voting on curriculum items was discussed. Going forward all curriculum items will be presented to the faculty using the UF Voting site. This online voting process should allow for a quicker turn around on moving items through the system. Faculty can still request that an item be discussed at a regular faculty meeting.

A new procedure for scheduling faculty meetings to once or twice a semester will be implemented. The meetings will be offered as zoom but may be switched to in person as needed. Also, more meetings could be scheduled as necessary.

GRADUATE FACULTY MEETING (Immediately following the General Faculty Meeting)
MINUTES | TUESDAY, DECEMBER 7, 2021 | 3:00PM | [ZOOM](#)

1. The Minutes for the October 5, 2021 Graduate Faculty Meeting was presented to the faculty. A motion was made and seconded to approve the minutes as distributed.
2. Other Business - none

From: [McGill, Gary A](#)
To: [Warrington Faculty and Staff Mailing List \(WCBAFACSTAFF-L@LISTS.UFL.EDU\)](#)
Subject: Foreign Travel and UF Owned Assets
Date: Friday, January 28, 2022 1:48:00 PM
Attachments: [image001.png](#)
[image002.png](#)

FYI. Nothing new, but worth a reminder. Thanks.

Gary McGill, PhD, CPA (Texas)

J. Roy Duggan Professor

Senior Associate Dean

Director, Fisher School of Accounting

Director, Hough Graduate School of Business

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From: Novello, Maggie

Sent: Friday, January 28, 2022 1:37 PM

To: Sprain, Courtney Jean <csprain@ufl.edu>; Stanton, John F <johnstanton@chem.ufl.edu>; Rubin, Juliette <julietterubin@ufl.edu>; Hollis, Harold A <halhollis@ufl.edu>; Jung, Kyung Sung <kyungsung.jung@warrington.ufl.edu>; Kwark, Young <young.kwark@warrington.ufl.edu>; McGill, Gary A <gary.mcgill@warrington.ufl.edu>; Marsiglietti, Arnaud <a.marsiglietti@ufl.edu>; Molstad, Aaron J <amolstad@ufl.edu>; Agnelli, Sara <saraclassics@ufl.edu>; Justine Dallal York <j.allen@ufl.edu>; Rawlings, Tanner M <Tanner.Rawlings@urology.ufl.edu>; Batra, Nikhil Varun <Nikhil.Batra@urology.ufl.edu>; Miyagi, Hiroko <Hiroko.Miyagi@urology.ufl.edu>; Sumerlin, Brent <sumerlin@chem.ufl.edu>; Russell Terry <Russell.Terry@urology.ufl.edu>; Dominguez Gutierrez, Paul Ramon <paul.dominguez@urology.ufl.edu>; Archer, Jeremy Scott <Jeremy.Archer@urology.ufl.edu>; Ashouri, Kenan B <Kenan.Ashouri@urology.ufl.edu>; Abboud, Marc Andre <Marc.Abboud@urology.ufl.edu>; Wiseman, Brian Patrick <Brian.Wiseman@urology.ufl.edu>; Madaa, Michael <Michael.Madaa@urology.ufl.edu>;

Dewdney, Megan M <mmdewdney@ufl.edu>; Pinkerton, Morgan G <morgan0402@ufl.edu>; Stedman, Nicole LaMee Perez <nstedman@ufl.edu>; Schmidt, Stephan <SSchmidt@cop.ufl.edu>; Smith, Craig <csmith@arts.ufl.edu>; Foster, Jamie S <jfoster@ufl.edu>; Lecours, Vincent <vlecours@ufl.edu>; Michaud, Noah S <michaudn@ufl.edu>

Cc: WebHelp <WebHelp@ad.ufl.edu>

Subject: Foreign Travel

Did you know that all **UF owned** equipment traveling outside of the United States is required to receive a foreign travel authorization **before** leaving the country? Personally owned items are not included in this requirement.

This authorization is required because Federal and State laws make it illegal to take UF owned equipment, including laptops, to certain foreign countries. The restricted countries and equipment categorizations change often but Asset Management and the Office of Research are here to reduce the stress about traveling internationally with UF equipment. Please initiate a Foreign Travel Request and then Asset Management and the Office of Research will do the rest. Once the equipment has been approved for travel to the foreign country, Asset Management will provide you with an authorization letter establishing the ownership of the equipment which will assist you in clearing the UF equipment through foreign and domestic customs.

Filling out the [Foreign Travel Request](#) form is simple. The form asks for the UF decal number of the equipment, UFID of the traveler, dates of travel (**Enter using the calendar icon**), and the countries to which you will be traveling. If your equipment, including laptop computers, does not have a UF decal, please contact Asset Management at property@admin.ufl.edu or (352) 392-2556. We will provide you with a UF decal number to be placed on the equipment.

Don't wait until the last minute to complete a Foreign Travel Request. If the equipment and/or the country require extra vetting or an export license, then you may be traveling without the UF equipment because the process to get the export license from the Federal government can take up to a month (specifically countries listed below). Also, if it is known at the time of purchase that an item will be transported outside the United States, please ask the vendor for the Export Control Classification Number (ECCN) and inform your department's property contact so that information can be included in the property record.

Having the ECCN on file will reduce the time it takes to process a foreign travel authorization for equipment and, when needed, an export license.. Screening by Asset Management normally requires approximately 48 hours to process. If no export license is required, then Asset Management can process your request very quickly.

Currently, the countries which require additional vetting include:

Afghanistan, Balkans, Belarus, Burundi, Central African Republic, China, Crimea Region of Ukraine, Cuba, Democratic Republic of the Congo, Cyprus, Eritrea, Fiji, Haiti, Iran, Iraq, Cote d'Ivoire, Lebanon, Libya, Lebanon, Liberia, Myanmar (formerly Burma), North Korea, Syria, Rwanda, Republic of the Sudan (Northern Sudan), South Sudan, Somalia, Sri Lanka, Russia/Ukraine, Venezuela, Vietnam, Yemen, Zimbabwe.

Please share this information with any of your faculty, staff or students who may travel outside

of the United States with owned UF equipment or may be shipping UF owned equipment outside the United States.

Thank you for your assistance to help ensure that UF follows export control regulations for equipment, so travel becomes a little less stressful.

Asset Management
property@admin.ufl.edu
(352) 392-2556



Maggie Novello

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From: [McGill, Gary A](#)
To: [Warrington Faculty and Staff Mailing List \(WCBACSTAFF-L@LISTS.UFL.EDU\)](mailto:Warrington Faculty and Staff Mailing List (WCBACSTAFF-L@LISTS.UFL.EDU))
Subject: Mod 3 & 4 and use of Honorlock
Date: Monday, February 14, 2022 10:34:00 AM
Attachments: [image001.png](#)

Dear Warrington Faculty,

As we get close to the start of Mod 4, I want to remind you that the college will continue to pay for Honorlock through the entire Spring semester (Mods 3 & 4), ***only if you are teaching hyflex or providing recordings to students who prefer to continue to stay remote***. Warrington is neither suggesting nor recommending you continue to accommodate students. Rather, we are opting to provide some consistency for faculty who prefer to accommodate students who are still testing positive or concerned about being in the classroom. This option for remote testing will not continue through the summer terms or indefinite future (unless, as always, you teach in a fully online program).

Consequently, please be aware of the following:

1. If you have videos from prior terms that do not include student audio/video, you may use those recordings to accommodate students who miss class.
2. Nothing has changed regarding office hours. It was and will remain appropriate to offer students a virtual office hours option (Zoom, MS Teams, etc.). Students may request an in-person meeting, but you can hold such meetings in an alternative location (e.g., outside).
3. Most of our classrooms have the technology to teach HyFlex and almost all our classrooms have the technology to record class sessions.

Gary McGill, PhD, CPA (Texas)

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From: [McGill, Gary A](#)
To: [Warrington Faculty and Staff Mailing List \(WCBAFACSTAFF-L@LISTS.UFL.EDU\)](#)
Subject: REMINDER - Clarification on \$75 Meal Reimbursement Limit (\$75 *includes* taxes and gratuity)
Date: Monday, February 14, 2022 8:27:00 AM
Attachments: [image006.png](#)
[image001.png](#)

All, This information was provided back in 2020, but a reminder is in order. Thanks, Gary

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All, Based on a recent audit of our expenditures, it appears that we (and the College) have been interpreting the meal limit amounts incorrectly (based on the October 2019 guidance issued). As noted below, "Entertainment" dinners are limited to \$75 per person, including tax and gratuity. See table below with this information.

You might think that a recruiting dinner or dinner with a visitor would fall under a business dinner rather than an entertainment dinner. The rules state: "Business events should generally **occur during normal business hours and be located in a facility accommodating to the event purpose. This generally does not include theatres, restaurants, drinking establishments, or other locations not conducive to carrying on a business purpose.** Alcohol should only be consumed in accordance with the UF Policy on Alcohol and not exceed 30% of the total cost of food and drink."

Accordingly, our dinners fall under the "entertainment" category and are limited to \$75 per person, including tax and gratuity. (Also note the limit on gratuity at 15%.)

More detail on this policy along with definitions can be found at:
<https://www.uff.ufl.edu/docview/?docid=1960>

cid:image006.png@01D82176.CE048590



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