

The background of the entire page is a dark blue, semi-transparent image of the University of Florida's clock tower, surrounded by trees. The tower is a prominent, multi-story structure with a clock face visible in the upper section. The overall aesthetic is clean and professional, with a focus on the university's branding.

**NEW FACULTY**

**ORIENTATION**

UNIVERSITY *of* FLORIDA

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## WANT TO LEARN MORE ABOUT CANVAS & TEACHING ONLINE?

UF Information Technology hosts numerous online workshops for faculty to learn about Canvas and other instructional tools available at UF. Facilitated by eLearning Support & UFIT Training specialists, these offerings focus on a variety of topics, including:

- how to set up your course
- how to use Canvas (publish content, create assignments, manage the Gradebook)
- how to design engaging online course content
- how to incorporate other centrally-supported tools intended to increase student engagement.

A short list of workshops designed specifically to introduce faculty to the e-Learning (Canvas) platform and related technologies is located below. For more information, including dates for these workshops and other training opportunities, review the [UFIT Training calendar](#).

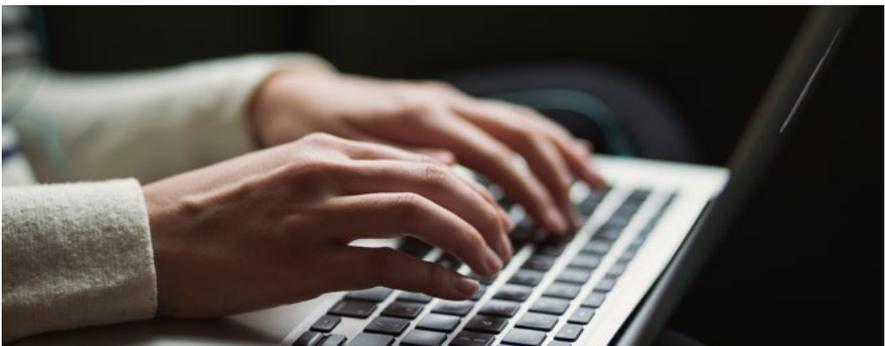
[E-Learning @UF: Build & Design](#)

[E-Learning @UF: Facilitate & Engage](#)

[Zoom](#)

[VoiceThread](#)

UF faculty can also explore the [Faculty Self-Service Resources course](#), an open, self-paced resource that guides faculty through the process of developing an online or blended course in Canvas, including course templates. Faculty can also request consultations with an instructional designer from the [UF Center for Instructional Technology and Training](#).



# UF NEW FACULTY FIELD GUIDE

Check out the New Faculty Field Guide for insights on how to start building your team at UF. To amplify your success, start by building relationships with key colleagues who can serve as advisors, mentors, thought partners, collaborators, and supporters of your endeavors. While you will certainly build a large network of colleagues during your career at UF, here is a recommended list of several professionals to make part of your team early in your career:

- Dean, Director, or Department Chair
- Mentor(s)
- Research collaborator
- Instructional designer
- Great teacher
- Graduate assistant, teaching assistant, or independent study student
- Librarian
- Business administrator/HR liaison
- Research administrator
- UFIT professional

See the New Faculty Field Guide for a quick overview of how these professionals can support your work. To provide feedback on this guide, please send an email to [training@ufl.edu](mailto:training@ufl.edu) with the subject line “UF Field Guide.”



# FACULTY TENURE & PROMOTION

*Chris Hass, Associate Provost for Academic and Faculty Affairs*

## Key Takeaways

- Tenure and Promotion are a journey not a destination
- Department, College, and University resources are available to aid in your professional and scholarly development
- Department, College, and University resources are available to aid in your progression through the online promotion and tenure process

## Important URLs

- <http://www.aa.ufl.edu/tenure>  
for Guidelines and Information Regarding the Tenure, Permanent Status and Promotion Process for 2021-2022 including links to CBA
- <http://regulations.ufl.edu>  
for UF Regulations on tenure and promotion process, and permanent status
- <https://learn-and-grow.hr.ufl.edu/toolkits-resource-center/human-resources-toolkits/online-promotion-tenure>  
for the OPT Toolkit (simulations, instructional guides, FAQs and more)

## Contact Information

- Your Chair or College Associate Dean and College and Department Contacts: <http://www.aa.ufl.edu/tenure>
- Chris J. Hass, Associate Provost and Secretary to the APB  
[cjhass@aa.ufl.edu](mailto:cjhass@aa.ufl.edu)
- University Administrator, [opt@admin.ufl.edu](mailto:opt@admin.ufl.edu)
- Hamleen Gregoire, Coordinator, Faculty Academic Programs, College of Medicine, [hamleen@ufl.edu](mailto:hamleen@ufl.edu)
- Denise Bogart, Director, Human Resources, IFAS,  
[dbogart@ufl.edu](mailto:dbogart@ufl.edu)

# STUDENTS IN DISTRESS

## Key Takeaways

In your role as faculty or staff, students may perceive you as someone who can lend a helping hand or be a good listener. You are also uniquely positioned to be the first to notice if a student presents any concerning behavior. Your expression of interest and concern may play an important role in helping a struggling student find appropriate assistance.

## You Can:

- Provide networking & mentoring opportunities
- Support internships, connections to others, research
- Help students see what they do have and not what they are missing
- Inform the UF Care Team if you are concerned for a student by emailing [umatter@ufl.edu](mailto:umatter@ufl.edu)
- Complete training to identify warning signs
- Learn to identify at-risk students: Take Kognito Training
- Take the Question, Persuade, Refer (QPR) Training if available

## Important URLs

- U Matter, We Care: <https://umatter.ufl.edu/>
- Dean of Students Office: <https://dso.ufl.edu>
- Counseling and Wellness Center: [www.counseling.ufl.edu](http://www.counseling.ufl.edu)

## Contact Information

- Dr. D'Andra Mull, Vice President for Student Life - [vp-mull@ufl.edu](mailto:vp-mull@ufl.edu)
- Dr. Heather White, Associate Vice President & Dean of Students, UF Student Affairs - [HeatherW@dso.ufl.edu](mailto:HeatherW@dso.ufl.edu)
- Dr. Ernesto Escoto, Director, Counseling & Wellness Center, UF Student Affairs - [eescoto@ufl.edu](mailto:eescoto@ufl.edu)

# GENERAL COUNSEL

*Amy Hass, Vice President and General Counsel*

## Key Takeaways

The General Counsel's Office can provide assistance with conflict of commitment, conflict of interest, record management, public records law, and records requests.

## Contact Information & URL

General Counsel's Office:

- Website: <https://generalcounsel.ufl.edu>
  - Email: [general-counsel@ufl.edu](mailto:general-counsel@ufl.edu)
  - Phone: (352) 392-1358
- 

# PRIVACY

*Terra DuBois, Sr. Director of Privacy*

## Key Takeaways

1. Privacy
  - HIPAA / Privacy General Awareness (PRV800) is the main privacy module
  - Safeguarding SSNs
  - Incident Report forms
2. How to categorize data
  - Restricted Data - Education records, medical records, Non-directory records
  - Sensitive Data - Research work in progress, IT security plans
  - Open Data - Publicly available information (no restrictions)
  - Visit <https://irm.ufl.edu/uf-data-guide> to determine the appropriate data classification

## Contact Information & URL

UF Privacy:

- Website: <https://privacy.ufl.edu/>
- Email: [privacy@ufl.edu](mailto:privacy@ufl.edu)
- Phone: (352) 294-8720
- Incident Hotline: 1-866-876-4472

# RESEARCH & GRANTS

*Rob Ferl, Assistant Vice President for Research*

*Sobha Jaishankar, Assistant Vice President and Lecturer,  
Research Development*

*Stephanie Gray, Assistant Vice President and Director, Sponsored Programs*

*Tiffany Schmidt, Assistant Vice President and Director, Contracts & Grants  
Accounting Services*

*Cassandra Farley, Associate Director, Research Integrity,  
Security & Compliance*

*Marsha Pesch, Associate Director, Research Integrity, Security & Compliance*

*Michael Mahoney, Director of Research Operations and Services*

*Jim O'Connell, Assistant Vice President and Director, UF Innovate*

## Key Takeaways

- The University of Florida has one of the nation's most comprehensive research enterprises, with thousands of faculty and student researchers conducting more than \$900 million in research annually in our 16 colleges and dozens of centers and institutes
- UF Research is critical to UF's reputation as a Top 5 public university
- UF Research is committed to helping all faculty identify funding, navigate the proposal and awards process, comply with regulations, and transfer suitable technology to the market
- The key to success in this effort is communication, early and often, among principal investigators, their department and college research administrators, and the team in UF Research
- Ultimately, the principal investigator is responsible for conducting research in compliance with all applicable regulations, university policies, and the agreement with their sponsor
- UF Research has built tools to make managing grants easier and more intuitive and we will work with PIs to ensure the research is conducted legally and ethically and that the researcher and the university are protected.

See: <https://myinvestigator.erp.ufl.edu/>

- We encourage PIs to keep research administrators in the loop at every step of the process. PIs should always check with their research administrator before signing documents and if they are contacted about an audit or site visit

- Early disclosure of technology with the potential for commercial development is key to ensuring the inventor and the university are protected
- Together, we can ensure that research at the University of Florida continues to flourish, creating new knowledge, achieving technological breakthroughs, and contributing to the educational mission

### Important URLs

- <https://research.ufl.edu>
- <http://innovate.research.ufl.edu>



# UNDERGRADUATE EDUCATION

Angela Lindner, Associate Provost for Undergraduate Affairs

## Key Takeaways

- **Our UF undergraduate population is large and diverse** in terms of ethnicity, income level, and many other aspects.
- **Learning matters most** in the UF undergraduate experience. Be mindful of not only what and how students learn in your interaction with them but also that everyone at UF is called to be active learners. Take advantage of the fact that learning opportunities for students exist anywhere students exist and are likely more effective outside of the classroom.
- **Relationships matter** in the UF undergraduate experience. Meaningful faculty-student interactions in classes, research, community service projects, mentoring, etc. are the single-most effective factor in retaining students. Students, however, may not value or understand how to make meaningful connections with faculty, especially while we are teaching and working remotely, so we ask you to welcome them to connect with you in meaningful ways. Students are watching you!
- **High expectations of our undergraduate students matter.** Our students bring with them some of the highest credentials in the country and, along with them, high expectations. Set the bar appropriately high for our students early and consistently. Know our UF academic policies, follow them, and make sure that our students follow them.  
<https://catalog.ufl.edu/UGRD/academic-regulations/>
- **Our undergraduate students matter.** They had a choice in being at UF; we, therefore, must be their best option. They have a need; therefore, we have a job. They care about their academic experience; we, therefore, must hold them accountable for their high expectations. They exist; therefore, so do we. Be especially mindful this year that our undergraduate students will experience even higher levels of anxiety because of the COVID-19 and national unrest. Please be understanding and adaptable.

(Adapted from Felten et al., [The Undergraduate Experience: Focusing Institutions on What Matters Most](#), Jossey-Bass, San Francisco, CA, 2016).

## Important URLs & Contact Information

- **Office of Undergraduate Affairs (OUA):** <http://undergrad.aa.ufl.edu>  
Angela Lindner, Associate Provost, and Leslie Edinger-McKenna, Executive Assistant, 238 Tigert Hall, 352-846-1761, [alindner@aa.ufl.edu](mailto:alindner@aa.ufl.edu)
- **Curriculum Approval Process** (University Curriculum Committee, General Education Committee): <http://approval.ufl.edu>  
Casey Griffith, Associate Director of Academic Support Services, 238 Tigert Hall, 352-846-1761, [cgriffith@aa.ufl.edu](mailto:cgriffith@aa.ufl.edu)
- **UF Quest Program:** <http://undergrad.aa.ufl.edu/uf-quest>  
Andy Wolpert, [wolpert@ufl.edu](mailto:wolpert@ufl.edu)

## OUA Units

- **Center for Precollegiate Education and Training** (K-12 Outreach, Broader Impacts): <https://www.cpet.ufl.edu>  
Dr. Mary Jo Koroly, Director  
334 Yon Hall, 352-392-7685, [korolymj@ufl.edu](mailto:korolymj@ufl.edu)
- **Center for Undergraduate Research** (Funded research projects for students): <https://cur.aa.ufl.edu>  
Dr. Anne Donnelly, Director, 202 Newell Hall, 352-846-3222, [adonn@ufl.edu](mailto:adonn@ufl.edu)
- **UF Honors Program** (Teaching Honors courses, recruiting Honors students, serving as a mentor for Honors students):  
<http://www.honors.ufl.edu>  
Dr. Mark Law, Director, 343 Infirmary Bldg., 352-392-1519, [mlaw@honors.ufl.edu](mailto:mlaw@honors.ufl.edu)
- **Innovation Academy** (Creativity and design courses and laboratories): <https://innovationacademy.ufl.edu>  
Dr. Jeff City, Director, 321 Infirmary Bldg., 352-294-1785, [jcitty@aa.ufl.edu](mailto:jcitty@aa.ufl.edu)
- **McNair Scholars Program** (Research opportunities for under-represented students): <http://mcnair.aa.ufl.edu>  
Dr. Samesha Barnes, Director, 319 Infirmary Bldg., 352-846-2575, [sbarnes@aa.ufl.edu](mailto:sbarnes@aa.ufl.edu)
- **Office of Academic Support and the AIM Program** (Supporting students from under-represented backgrounds):  
<http://oas.aa.ufl.edu>  
Dr. Angeleah Browdy, Director, 311 Little Hall, 352-392-0788, [browdy@ufl.edu](mailto:browdy@ufl.edu)
- **UF Student Success:** <http://www.studentsuccess.ufl.edu>  
Resources for holistic support of our students, including tutoring, coaching and peer mentoring

## ROTC Units

Air Force:

<http://www.afrotc.ufl.edu>

LtCol James Merendat

204 Van Fleet Hall

352-392-1355

Army:

<http://www.armyrotc.ufl.edu>

CAPT John Ferry

103 Van Fleet Hall

352-294-0734

Navy/Marines:

<https://nrotc.ufl.edu>

CAPT J.P. Dunn

20 Van Fleet Hall

352-392-0973

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## UF GRADUATE SCHOOL

*Nicole Stedman, Associate Provost and Dean of the Graduate School*

### Key Takeaways

Some of the roles and responsibilities of the Graduate School include the following:

- Upholding general standards of graduate admissions, scholarship and graduation
- Developing and coordinating procedures to implement Graduate Council policies
- Assisting graduate programs at the department and college levels in education, research, recruitment and retention
- Maintaining graduate student records in the Graduate Information Management System (GIMS)
- Certification of all graduate degrees
- Maintaining website, digital filing system and listservs for graduate administrators, faculty, staff and students
- Administering award & funding programs

### Graduate Faculty Appointment

- Automatic for faculty in full-time, tenured or tenure accruing positions at the rank of assistant professor or above in academic units offering graduate degrees
- Others may be appointed at the request of a graduate degree granting unit, through a GIMS process
- Serve on thesis and dissertation supervisory committees for students in the unit of the appointment
- Serve as external members on supervisory committees across campus

## Funding

- Grinter Awards; \$2,000 to \$4,000 stipend top-ups for three years
- FEF (Florida Education Foundation) McKnight Doctoral Fellowships
- FAMU Feeder Fellowships
- McNair Graduate Fellowships
- UF Santa/Fe College Faculty Development Project
- Doctoral Support Program
- Supplemental Retention Scholarships
- Board of Education Summer Fellowships

## Important URLs & Contact Information

- <http://graduateschool.ufl.edu>
- Graduate School Main Line: (352) 392-6622



# CENTER FOR TEACHING EXCELLENCE

Suite 200 Bryant Space Science Center

Jennifer Smith, Director, [jksmith@ufl.edu](mailto:jksmith@ufl.edu)

Alexandra Bitton-Bailey, Ph.D., Assistant Director, [abitton-bailey@aa.ufl.edu](mailto:abitton-bailey@aa.ufl.edu)

John Jordi, Ph.D., Instructional Assessment Coordinator, [jordi@aa.ufl.edu](mailto:jordi@aa.ufl.edu)

Micah Jenkins, eText Coordinator, [micahjenkins@aa.ufl.edu](mailto:micahjenkins@aa.ufl.edu)

Zaina Sheets, Coordinator, [zsheets@aa.ufl.edu](mailto:zsheets@aa.ufl.edu)

Genavie Cueman, Digital Media Specialist, [gcueman@aa.ufl.edu](mailto:gcueman@aa.ufl.edu)

Nikki Lyons, Quality Assurance Coordinator, [lyonsn@ufl.edu](mailto:lyonsn@ufl.edu)

## Key Takeaways

- Register for [First Year Faculty Teaching Academy \(FYFTA\)](#)
- Earn a Passport to Great Teaching Certificate
  - New Faculty
  - Continuing Faculty
  - Online Teaching
  - Faculty Learning Community
  - Teaching Assistants
  - Universal Design
  - Global Teaching and Learning
  - Center for the Integration of Research, Teaching and Learning (CIRTL) Associate Certificate
- Subscribe to the [Teaching Beyond the Podium Podcast series](#)
- [Online and face-to-face workshops](#) on teaching for faculty and TAs
- Connect with other faculty and campus resources
- CTE has your back!

## Important URLs

- Center for Teaching Excellence: <http://teach.ufl.edu>
- UF Instructor Guide: <https://ufl.pb.unizin.org/instructorguide/>

# GEORGE A. SMATHERS LIBRARIES

*Judith C. Russell, Dean of University Libraries*

## Key Takeaways

- Every faculty member has access to librarians who know your subject area. They are your best resource! Find yours at <https://uflib.ufl.edu/specialists/>
- The UF Libraries also offer assistance with other services that cut across disciplines through ARCS: Academic Research Consultation and Services. The services of these functional specialists can be identified at <https://arcs.uflib.ufl.edu/>
- We have unique special collections, including the University Archives and 5 preeminent collections: the Baldwin Library of Historical Children’s Literature, Latin American and Caribbean Collection, the Price Library of Judaica, the P.K. Yonge Library of Florida History, and the Map and Imagery Library. Additional information about our special collections is available at <https://sasc.uflib.ufl.edu/>
- The UF Digital Collections hosts more than 300 outstanding digital collections, containing over 14 million pages, covering over 178,000 subjects in rare books, manuscripts, antique maps, children’s literature, newspapers, theses and dissertations, data sets, photographs, oral histories and more. Access the UFDC collections online at <https://ufdc.ufl.edu/>

## Important URLs

<https://uflib.ufl.edu>

## Contact Information

To chat online, send us a text message, call, email, or reach out to a subject specialist, visit <https://uflib.ufl.edu/find/ask/>



# UF INFORMATION TECHNOLOGY

*Elias G. Eldayrie, Vice President & CIO*

*Mark McCallister, Director of Academic Technology*

*Erik Deumens, Director, UFIT Research Computing*

*Chad Young, IT Risk Program Manager*

## Key Takeaways

- The starting point to find and interact with IT services is <https://it.ufl.edu>.
- Help with IT services is available 24/7 via the UF Computing Help Desk. (352-392-HELP/4357)
- Expertise in e-Learning to support your online instructional development.
- In addition to resources available in your own college and departments, UFIT provides instructional design services and instructional support for instructors using on-campus teaching facilities as well as online learning environments.
- Electronic Information Technology Compliance is UF's commitment to make materials accessible for the university community. UFIT provides tools and training to support this commitment.
- UFIT's Research Computing team provides access, consulting support and training for the use of the HiPerGator supercomputer to enable research across all disciplines.
- How the roles of Privacy and Information Security overlap
- Together we can protect UF data, the threat is real.
- UF E-mail
  - Use to conduct University-related business
  - Avoid e-mail phishing scams
- FastPath Solutions
  - Know when to look for one
  - Locate available resources
  - Know how to submit a Request for a Risk Assessment
- If you see something, say something (report known/suspected incidents)

## Important URLs

- <https://it.ufl.edu>
- <https://elearning.ufl.edu/keep-teaching/>
- <https://accessibility.ufl.edu>
- <https://www.rc.ufl.edu/>
- UF Data Guide : <https://irm.ufl.edu/uf-data-guide/>
- Data Classification: <https://it.ufl.edu/policies/information-security/data-classification-policy/>
- Fast Path Solutions: <https://irm.ufl.edu/fast-path-solutions/>
- UF E-mail: <https://it.ufl.edu/policies/email/>
- Privacy Office: <http://privacy.ufl.edu/>
- Information Security: <https://security.ufl.edu/>

## Contact Information

- The UF Computing Help Desk  
132 Hub  
352-392-HELP/4357  
[helpdesk@ufl.edu](mailto:helpdesk@ufl.edu)
  - UF Information Security  
Email: [security@ufl.edu](mailto:security@ufl.edu)  
Phone: (352) 273-1344
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# HEY, WHAT'S YOUR BIG IDEA?! INCLUSION, DIVERSITY, EQUITY & ACCOUNTABILITY AT UF

*Office of the Chief Diversity Officer*

## Three Core Areas of Focus

- Operationalize the UF mission - The University of Florida must create the broadly diverse environment necessary to foster multicultural skills and perspectives in teaching and research for its students to contribute and succeed in the world of the 21st century – in support of [The Decade Ahead, Goal 1](#) objectives.
- Create a sustainable and resilient organizational change network capable of implementing Inclusion, Diversity, Equity & Access into the core functions of the university.
- Coordinate enterprise-wide racial justice initiatives launched in 2020

## Important URLs

- Academics for Black Survival and Wellness: <https://www.academics4blacklives.com>
- Claude Steele, Whistling Vivaldi: <https://www.youtube.com/watch?v=-YbE3ljT3t4>
- Project Implicit: <https://implicit.harvard.edu/implicit>
- Diversity's Promise: <https://www.youtube.com/watch?v=wFqCOR-zhvk>
- Scott Page: <https://www.youtube.com/watch?v=wULRXoYThDc>
- Molly Chugh: <https://www.today.com/video/finding-the-value-of-being-a-good-ish-person-62087749579>

## Contact Information

Office of the Chief Diversity Officer  
106 Walker Hall  
Gainesville, FL 32611  
Email: [bdermott@ufl.edu](mailto:bdermott@ufl.edu)  
Office: 352-294-6917



# BENEFITS & RETIREMENT

Shannon Edwards, Director of Benefits

## Key Takeaways

### BENEFITS

- You have **60 days from your hire date** to enroll in benefits.
- If you miss this window, you will need to wait until Open Enrollment held in the fall or at the time you experience a Qualifying Status Change (QSC) to add and/or make changes to your benefits.

### RETIREMENT

- Most faculty have the option to participate in one of three **mandatory retirement programs**. A valuable plan comparison chart is available at <https://www.myfrs.com/pdf/forms/SUSORP-Newsltr%206-22FP.pdf>
- If you would like to enroll in the State University System Optional Retirement Plan (ORP), you must make your election within **90 days of your date of hire**. Otherwise, you will have **8 months from your hire date** to enroll in the FRS Pension Plan (FPP). If you do not elect ORP or FPP, you will automatically be enrolled in the FRS Investment Plan (FIP).
- Clinical Faculty in a Health Science Center college are required to participate in ORP.
- If you were a previous participant in the Florida Retirement System (FRS), you should consult with the Division of Retirement at **1-844-377-1888** or UFHR-Benefits at **352-392-2477** to discuss available retirement plan options.

### STATE HEALTH & LIFE PLANS

State health & life plans are eligible to begin the **1st of the month after** you complete enrollment. However, since employees prepay for State benefits (September premiums fund October coverage), you may receive a start date up to two calendar months from enrollment. Earlier effective dates may be arranged by contacting People First through your online portal (<https://peoplefirst.myflorida.com/peoplefirst>) or by telephone at **(866) 663-4735**.

### UF GATOR CARE HEALTH PLAN

UF Gator Care health plan provides retroactive coverage to your hire date after you enroll. However, unless you work in the College of Medicine or have a qualified domestic partner, you will only be eligible for health insurance offered by the State.

## Important URLs

- <https://benefits.hr.ufl.edu/my-benefits>
- <https://www.mybenefits.myflorida.com>  
(Access the current state benefits guide, cost estimators, insurance company information and eligibility requirements)

## There are two benefits Enrollment Portals

- Visit the **State/People First** online system to enroll in **state plans** at [PeopleFirst.MyFlorida.com](https://www.peoplefirstmyflorida.com). You will need your assigned People First ID and initial password to log on. Initial password is “Pf” and your date of birth in a 6 digit format. (Example Pf081588)
- Access **myUFL** at <https://my.ufl.edu> and choose:  
**NavBar > Main Menu > My Self Service > Benefits > Benefits Enrollment** to enroll in **Gator Care**.

## Contact Information

Contact **UFHR-Benefits** at **352-392-2477**, [benefits@ufl.edu](mailto:benefits@ufl.edu), or schedule an appointment with a benefits service specialist to help address any questions or concerns that you may have.

You may also contact the **People First Service Center** for assistance with State benefits at **1-866-663-4735**.



# PARKING & TRANSPORTATION

## Top-10 Things You Should Know about Parking at UF

1. All vehicles parking on campus during regular decal-restricted hours between 7:30 a.m. to 4:30 p.m., Monday to Friday (unless signage indicates otherwise) are required to display a valid UF parking decal. Unless otherwise signed, decals are not required to park on campus during non-restricted hours.
2. Faculty/staff parking decals are valid from May 1 to April 30 each year. New parking decals are sold online at <http://parking.ufl.edu> during the decal renewal period and will be mailed within 7-10 business days to the mailing address on file in your myUFL directory profile.
3. Decals should be placed inside the front windshield of your vehicle on the passenger side lower corner with barcode and number visible. Our decals use a repositionable adhesive and can be removed and transferred to any vehicle you're driving which is registered to you or an immediate family member through the DMV. You may also transfer and use your decal when driving a rental vehicle.
4. To pay or appeal a parking citation, please visit <http://parking.ufl.edu> or refer to the payment/appeal instructions on the citation envelope. Citations must be paid or appealed within 15 days of the date they are issued; after 15 days, the citation is considered delinquent, and a \$10 late fee is assessed.
5. Faculty/staff citation appeals are judged by an Appeals Committee made up of faculty and staff volunteers from departments all over campus. Once an appeal is submitted, the Committee generally renders their judgment within 4-6 weeks. The appellant will be emailed a notice of the judgment at their official UF address and will have 15 additional days from that point to comply with any further requested action. While a citation is on appeal, the customer is not responsible for making any payment until a judgment is rendered.
6. Alternative methods of transportation are both highly available and heartily encouraged on campus. RTS provides fare-free bus service throughout campus and the City of Gainesville to faculty, staff and students upon presentation of your Gator 1 card. UF's Campus Cab service offers free transportation throughout campus for faculty and staff to attend meetings and other official business-related appointments. Bicycling and walking are also great ways to explore our beautiful campus and get some exercise along the way. For additional information on these and other alternative transportation options at UF, including Zipcar, Zimride, Gator Lift, etc., please visit <http://parking.ufl.edu/transit-commuting>.

7. Visitors wishing to park on campus during decal-restricted hours may park at the UF Bookstore and Visitor Welcome Center Garage or parking meters on campus and pay the appropriate fee. Alternately, visitors may stop by the Transportation and Parking Services office at 1273 Gale Lemerand Drive during regular business hours (8 a.m. to 4:30 p.m., Monday to Friday) and purchase a visitor parking permit.
8. The campus-wide speed limit is 20 miles per hour.
9. If your parking decal is lost or stolen, come to the Transportation and Parking Services office to fill out an affidavit. You may then purchase a replacement decal at a cost of \$25.
10. Faculty or staff members who wish to park on campus using a state-issued disabled persons parking placard are required to purchase the UF Disabled Persons parking decal. The UF Disabled Persons parking decal must be displayed in the vehicle in addition to the state-issued disabled persons parking placard and grants the holder the right to park in any disabled or decal-restricted space on campus, excluding Gated or Reserved parking spaces. For additional information on the UF Disabled Persons decal, please visit <http://parking.ufl.edu/decals/disabled>.

### Important URLs

- <http://parking.ufl.edu>
- <http://parking.ufl.edu/transit-commuting>
- <http://parking.ufl.edu/decals/disabled>
- <http://parking.ufl.edu/parking-at-uf/parking-map>

### Contact Information

- <http://parking.ufl.edu/about/contact-us>

# PROFESSIONAL DEVELOPMENT NEXT STEPS

*Bob Parks, Director Training & Organizational Development*

UF Training & Organizational Development also has a range of professional development offerings for faculty. We offer workshops on a variety of topics including supervisory skills, leadership, DEI, communication, productivity and teamwork, and a formal education program that provides funding for college-level courses for participating UF employees.

Some programs that may be of interest to faculty include:

- Managing at UF: The Supervisory Challenge
- Thrive at UF
- Gators Together
- Leadership Programs
- Compliance Training

For more information on leadership programs, including our Leadership Competency Model, podcasts, job aids, and reading materials visit our [Leadership Website](#). For more information about our training courses, visit our [Learn and Grow Website](#).

## Experience UF

Experience UF is a program that lasts throughout the academic year for new faculty and professionals, especially those new to Gainesville. We hope the University of Florida and Gainesville become an important part of your life in a new community. This program is designed to provide you with high-level information, introduce you to key leaders, and offer you plenty of networking time with your peers. The monthly events last about an hour and a half and are held at different venues across campus and in Alachua County. We hope these shared experiences help you:

- Find your voice, your niche, or your community inside a large complex environment
- Navigate the steps in getting established in a new setting
- Become acquainted with greater Gainesville's services, public policy, education, and outdoor activities
- Develop friendships with other new faculty and professionals
- Feel welcomed, supported, and invited to belong

UF is dedicated to helping new faculty and professionals develop a sense of belonging and connection. Please refer to the website for updates and offerings for 2020-2021.

#### For More Information

- Website: <http://welcome.hr.ufl.edu/getting-started/orientation/experience-uf>
- Email: [experienceuf@hr.ufl.edu](mailto:experienceuf@hr.ufl.edu)
- Phone: 352-392-4626

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## UNIVERSITY GALLERY ARTWORK



### **In Washington Square**

Raphael Soyer | ca. 1935

Oil on canvas | 20 × 24½ in. (50.8 × 62.2 cm)

To see additional artwork, check out the University Gallery at <https://arts.ufl.edu/galleries/welcome/>.



