

**College of Education
Faculty Assembly Meeting
Friday, September 17, 2010
10:00 – 12:00
Boca COE 313, Davie LA 139
Jupiter EC 202, Port St. Lucie JU 334**

Minutes

I. Call to Order

President Warde called to order the regular meeting of the Faculty Assembly at 10:10 am.

II. Attendance

CCEI- Nancy Brown, Carlos Diaz, James McLaughlin, Dilys Schoorman, Noorchaya Yahya

CE- Michael Frain, Paul Peluso

CSD- Connie Keintz

Dean's Office- Valerie Bristor, Eliah Watlington

EL&RM- Val Bryant, Deborah Floyd, Lucy Guglielmino, Pat Maslin-Ostrowski, Meredith Mountford, Bob Shockley

ES&HP- Bob Zoeller

ESE- Michael Brady, Mary-Lou Duffy, Peggy Goldstein, Rangasamy Ramasamy, Lydia Smiley, Cynthia Wilson, Beverly Warde

OASS-

T&L- Andrew Brewer, Susannah Brown, Jennifer Byrd, Sharon Crawley, Joe Furner, Deb Harris, Joan Lindgren, Barbara Ridener, Janet Towell

Please advise Marinacc@fau.edu if you attended and your name does not appear.

III. Introduction of Officers and Steering Committee Members

President Warde introduced the members of the Faculty Assembly Executive Committee and the Faculty Assembly Steering Committee.

Faculty Assembly Executive Committee

President-Dr. Beverly Warde; **Vice-President-** Dr. Connie Keintz; **Secretary-**Dr. Philomena Marinaccio-Eckel; **Archivist-** Dr. Susannah Brown

Faculty Assembly Steering Committee

CCEI- Dr. Dilys Schoorman; **CE-** Paul Peluso; **CEL&RM-** Dr. Meredith Montford;

ES&HP- Dr. Robert Zoeller; **ESE-** Dr. Mary Lou Duffy; **OASS-** Ms. Lorraine Cross;

T&L- Dr. Andrew Brewer

IV. Guest Speaker: Dr. Diane Alperin, Interim Provost

Interim Provost Alperin began by thanking all the faculty and staff for their kind words regarding her new position.

Interim Provost discussed the many things that are going on at the University level:

-The stadium financing plan was approved.

-The Administration has been discussing the teaching of lower division courses on the distributed campuses. BOG proposal with many steps is being discussed. It is important to the new President that we continue to teach on the distributed campuses. The

Administration needs to check the existing policy about accepting Community/State College transfers while making room for native students.

-There is an initiative by the BOG to look into service areas, brought on by the Digital Domain/FSU film school in Palm Beach County. This school was proposed without any consultation with FAU.

-Retention and student success are big concerns. When the six year graduation rates were compared and ranked among the Florida public universities, FAU was last. However, if you remove UF from the list, all of the state universities perform poorly. When the data is analyzed it is apparent it is not entirely academic. For example, when Student Participation is analyzed it shows that FAU is number one in part-time students. If a student starts full-time and switches to part-time, this will influence the six-year graduation rate. Another consideration is sophomores who do not declare a major. Do they know what they want to do? Can FAU help them decide on a major or a career? Is there software available? FAU serves a special population, and wants to continue, but how can we help these students? The Provosts would like a state-wide initiative to focus on student needs.

Question for Interim Provost

Is there a move to implement Block Tuition?

-Block tuition is student payment for up to fifteen credits, and then the student can take the amount of credit he or she needs, up to 18 or 19 credits. The consensus is that it may be okay to offer, or not offer, Block tuition. Some feel that Block tuition might be appropriate for freshman.

Budget. State legislators have requested all state institutions implement a 5% cut by January, and a 15% cut by next year. Budget reports are coming back better in terms of the shortfall. The state still has a shortfall, but the state will consider the additional stimulus for K-12.

Question for Interim Provost

When will the additional stimulus run out?

-The additional stimulus will only last a year or two and it is only for K-12.

Searches. There are four on-going searches. They are: The search for the Provost; Dean Valerie Bristor is Co-Chair with Dennis Crudele. The search for the Vice President of Research; Barry Rosson and David Kian are Co-Chairs. The search for the Dean of Nursing; Dean Manju Pendakor is Chair. It was noted that the retiring Dean of Nursing is the longest sitting Dean. The search for the Executive Director of Harbor Branch is on-going; the deadline for applications is Friday, September 17.

E-Learning committee, of which Steve Diaz is the COE representative, is moving to put through an E-Learning center on campus. FAU is getting the message out about E-Learning.

UFF-BOT signed an agreement on all articles of the contract. Ballot will be out for faculty ratification and then to Board of Trustees for ratification. Salary, Sexual Orientation, and number of sabbaticals for faculty were addressed.

Question for Interim Provost

Could you speak to the Presidential Inauguration and the role of the faculty?

-Ed Pratt is doing a scholarly symposium; this is all we know as of now. Dr. Alperin did sign a letter to all faculty that discusses the three events: Inauguration/Robing, Breakfast for the faculty, and one other event on the lawn.

Question for Interim Provost

What is your best guidance regarding how we maintain quality in these dire circumstances?

-There is a new procedure for hiring. In the past, when there were cuts, it came to colleges. The President is very much into data. COE should look at positions; can different positions work in different programs? There will be no hiring until data has been analyzed. Deans may post positions, but as of now, there will be no approval for hiring. The staff position data will also be analyzed.

Question for Interim Provost

Most universities use 1/3 of their budgets on Administration. How can this be?

-With FAU, we recognize distributed campuses are expensive, and everyone has administrative duties. We cannot easily close a campus, because each was set up with Political considerations. Also, now Administrative Assistants are considered Administration. We need to look at this as well.

Question for Interim Provost

How should faculty look at annual assignments when they do work that does not fit in the tradition of Teaching, Research, and Service?

-Faculty must put all things in FAIR. The Provost's office may need to meet with the Deans and Chairs to discuss this.

Question for Interim Provost

When we talk about hiring, will the Administration considering hiring a blended hybrid position?

-It does happen sometimes; a person will be used in more than one department. However, a person should not have two supervisors, only one. In the hiring letter it would have to state that this person could have an assignment in another department.
-Administration has asked for degrees and FTEs from each department. We have a number of non-majors that we provide services for.

A Statement to the Interim Provost

It is hoped that the Administration will hire advisors, but that the Administration looks at the Faculty to Student ratio. This affects the out-of-class relationships with students. Faculty would like you to hire advisors, but not at the expense of faculty.

Question for Interim Provost

It is very disheartening that we are at 39% student retention. Are there economic variables that play into this?

-Yes. The administration is looking at all data. We see that FIU is very similar to us, and yet they are higher.

Question for Interim Provost

Do we have a Faculty Development Center?

-There is a Teaching and Learning Center on campus. We also have a Division of Research which will assist Faculty interested in research. (Mentor/Mentee Program).

Question for Interim Provost

Are there any thoughts given to ways we can enhance the connection to part-time faculty?

-In the Department of English several years ago, they consolidated their adjuncts and hired instructors to teach 4/4 and deal with advising.

President Warde and Faculty Assembly thanked Interim Provost Alperin for her time and interest.

V. Approval of Minutes

A motion to approve the April 16, 2010 minutes was made by Dr. Mike Brady; the motion was seconded by Dr. Bob Zoeller. The minutes passed unanimously

VI. Dean's Talking Points: Dean Bristor

- **Budget**

- The College Budget committee had its first meeting in June, and the August meeting was combined with the Strategic Planning meeting.

- Faculty hiring process forms will be sent out to all Chairs.

- Seven of nine positions have been filled. EL&RM has two positions still to fill this year.

- The Dean's Office is also looking at hiring more advisors. OASS has consolidated positions, supervisors have been hired, but there is a need for more advisors.

- Things are coming together through the strategic planning.

- Out of unit salary increases have come in. In unit faculty increases are expected to be: 1% across the board, 1% Merit, and 1% Market Equity.

- The Dean requested members for a Market Equity Committee.

- Faculty should get their Merit Information together.

- **COE travel funds**

- Faculty will get \$1,000 for presenting at a Conference. Faculty can get \$750 for going to a conference, if they are not presenting.

- The Dean requests that we use this money between July 1, 2010 and June 30, 2011.

- **Publicizing COE to university and beyond**

- How do we publicize the COE? The Dean stated that we need to let the world know about what we are doing. The plan is to create a COE book, complete with a picture and a blurb about each person who wishes to be included. Each Department will have their own book, and the College will have a complete set of all of the Department's books.

- The web page is being revamped. We will be moving to a faculty and staff spotlight upon opening the web-site.

- If faculty or staff has news-worthy information, please send to Theresa and she will pass along to the newspaper. Please be aware not everything will be used.

- The Dean believes we need to spotlight COE faculty research, while highlighting the relevance of the research. There is research on the website, but it is hidden and not easily accessible.

Question for the Dean

When someone retires or resigns, what happens to the position(s)? Are they pulled to the Dean's office?

-The Dean has to get permission to use money to hire. This is different than in the past when the college was deciding the hiring, and the use of lines. The COE does not want to seem antagonistic to the President, but faculty needs to be front and center with their concerns about hiring.

Concerning data-retention and otherwise, COE faculty need to be at the table to discuss the data. How can faculty capture data that fully represents what we do?

-COE needs to identify a faculty liaison who will be the primary person to work with NCATE in their programs.

Live Text

Regarding non-degree seeking students, if he or she is enrolled in a course requiring LiveText, then the student needs to purchase LiveText.

-There are scholarships for those students in need.

Question for the Dean

Where is the LiveText scholarship information?

-It should be on the website. Faculty will get the information from the Dean. Students with a need will apply. They will submit pieces from the website and it will be reviewed by a committee. As of now, every student who has applied has received a scholarship.

Here is the link for the financial assistance

<http://www.coe.fau.edu/livetext/livetextfinancialassitance.htm>

The names of the members of the summer LiveText Scholarship committee will be sent out by Dr. Eliah Watlington.

VII. Old/Continuing Business / Updates

• Curriculum Approval Process

-Last year Faculty Assembly went over the Research Committees. This year FA will revisit the Curriculum Committees.

-Dr. Peggy Goldstein will not Chair the Undergraduate Program Committee. Dr. Goldstein has been Chair for ten years. Dean Bristol thanked Dr. Goldstein for her service.

-This year Dr. Elizabeth Villares will be the Chair. Dr. Deborah Floyd is the Chair of the Graduate Programs Committee.

The Undergraduate Programs committee (UPC) and the Graduate Programs Committee (GPC) provide forums for programs and make recommendations for courses. Any change in a course must go through the appropriate committee. The UPC and GPC also look at the quality of the courses within COE programs. UPC and GPC are also looking at updating procedures.

-The GPC functions are curriculum, student petitions & appeals, and approval of Faculty Graduate Status. The Faculty Graduate Status policy and procedures are on the website. Most forms are updated. However, use the old forms until the new ones are created.

VIII. New Business

- **NCATE** – Bob Shockley (see NCATE briefs attachment to agenda)

Dr. Shockley began by giving an overview of the last NCATE visit. It brought pride and recognition to the FAU COE.

Now it is time to begin again. The following information is in the NCATE briefs:

- Spring 2014- On-sight review. Two teams, FLDOE and NCATE, will be on campus. All programs with FLDOE approval will be reviewed.
- Fall 2013- Electronic off-site review. Both FLDOE and NCATE will perform the off campus electronic review. Based on the review we will be given a report-both positives and negatives. We will then have a short time to address and correct.
- Spring 2013-We will submit Institutional Report. Everything must be completed by this date.
- Fall 2012- Drafts of Institutional Reports will be circulated.
- The Continuous Improvement Model is our NCATE model.
- In the past COE had to show we met the "Acceptable" level, this time we have to pick one standard that we must address at the "Target" level. COE needs to decide which standard we want to choose.
- *See NCATE brief for work plan. COE will need a steering committee for NCATE.
- There will be working committees that will include a faculty representative from each department.

Question

Is it better to have a different person on the steering committee and on the work committee?

- The Chairs of the working committees will be on the steering committee.

Conceptual Framework

- Should COE keep existing framework, tweak it, or start all over again?
- The recommendation is to keep the conceptual framework until after strategic planning and then tweak it.

Assessment Systems-Decision-Making Process

Does it reflect what COE does? Should faculty modify?

- Accreditation is not only a consideration for the administration, it is something that faculty and administration work closely together to accomplish.

NCATE group will need nominations and self-nominations for a faculty liaison.

IX. Departmental Reports

Attached to the agenda

X. Committee Reports

No Reports

XI. Announcements

- **Faculty Assembly Meetings for year: Fall 2010: Sept. 17 & Nov. 5
Spring 2011 Jan. 21 and April 15
All meetings are held on Fridays, 10 am to 12.**

XII. Open Discussion

Question

Based on the Contract Ratifications, is the COE okay with the November 5th meeting focusing on Market Equity ratification?

-Faculty has two weeks to ratify the contract. COE has a Market Equity Committee.

Can they meet and then bring Market Equity to Faculty Assembly for approval?

-Faculty assembly will need each department to vote on a representative for Market Equity. President Warde will request from the Chairs names for the market Equity committee.

ADJOURN President Warde Adjourned the meeting at 11:58 a.m.

Respectfully submitted by,
Ernest Andrew Brewer

The Faculty Assembly is an advisory body. As such, it passes along the faculty concerns, recommendations, and motions to the Dean. The Assembly does not create or prohibit programs/policies. It does, however, communicate issues to which the Dean is expected to respond.

Departmental Reports, September 2010

Culture, Curriculum and Educational Inquiry:

The Department of Curriculum, Culture, and Educational Inquiry warmly welcomes Dr. Rachida Faid Douglas (TESOL/Bilingual Education) and Dr. Michelle Vaughan (Curriculum and Instruction) as Visiting Professors. We wish them well in their transition to life at FAU!

Teaching and Learning:

The Department of Teaching and Learning would like to congratulate Julie Lambert on her recent NSF grant acquisition.