

## COE FACULTY ASSEMBLY MINUTES - January 27, 2017

Boca Campus – ED 313, Davie Campus – LA 148, Jupiter Campus – EC 202C

**Future FA meeting date:** April 21, 2017**ATTENDANCE:****Communication Sciences and Disorders:** Dr. Tessel**Counselor Education:** Drs. Emelianchik-Key, Peluso**Curriculum, Culture, and Educational Inquiry:** Drs. Baxley, Bhagwanji, Ramirez, Sembiente, Vaughan**Dean's Office:** Drs. Bristol, Heydet-Kirsch**Educational Leadership and Research Methodology:** Drs. Bloom, Bryan, Laanan, Lieberman, Maslin-Ostrowski, Mountford, Reyes-Guerra, Salinas, Servos, Vasquez, Warshaw**Exceptional Student Education:** Drs. Finnegan, Goldstein, Miller, Nguyen, Ramasamy**Exercise Science and Health Promotion:** Drs. Hall, Zoeller**Office of Academic and Student Services:** Dr. Shepherd, Ms. Catto**Teaching and Learning:** Drs. Ariza, Bousalis, Brown, Kumar, Lapp, Marinaccio, Musgrove, Nichols**Guest(s):** Provost Perry, Crystal Barger (OIT), Joanne Julia (OIT), Dr. Ron Nyhan

Meeting called to order at 10:00 am by Dr. Marinaccio (FA President)

**ANNOUNCEMENT.** Dr. Laanan encouraged faculty to complete the Faculty Worklife Survey.**GUEST SPEAKERS**

Dean's Evaluation. Dr. Perry shared faculty and administrative peer feedback from Dean Bristol's evaluation. The feedback was positive in the overall sense. Forty-one (41) out of 46 COE faculty members responded, with 70-80% of agreeing or strongly agreeing that the Dean served the college well. Seventy percent (70%) agreed or strongly agreed that the Dean used a consensus building process. On administrative operation, 80% agreed or strongly agreed that the Dean performed well. The Dean's peer reviews were similar to the faculty reviews, if not a little more positive. The evaluation comments showed one common concern - avoiding conflict. The issue is how do you resolve this – on the one hand, the Dean is a consensus builder, and on the other, for some cases, the Dean leaves it to others to sort it out. If consensus building does not work, the Dean can make decisions.

Comment: Administrative roles are viewed negatively across the university; how can we improve views about administrators? Response: Had discussed with this matter Kevin Wagner, the incoming University Faculty Senate President. He has started attending BOT meetings and was surprised to learn about the educational opportunities that were previously available to faculty in learning about administrator roles. Faculty internships to shadow leadership were offered. Faculty may also take on more administrative roles as they mature and develop an institutional history.

Comment: When you avoid conflicts, it does not disappear; this affects how we take positions in departments; we are all complicit if this happens; it's a guessing game, we are affected; but if we don't engage as professionals scholars, then we won't solve it; I believe in dialogue, but every time there are issues, we whisper; let's address conflicts. Response: Department chairs are responsible for faculty conflicts; dean is responsible for conflicts between departments; should try to reach resolution; some may not agree but that's alright; must find ways to work it out it; if consensus is not reached, the dean should help make decisions; the faculty assembly is a forum for faculty to express opinions and the dean is there to help make decisions.

Comment: The state has large budget deficit despite economic growth; hearing 10% cut; universities being asked "what if questions"; performance metrics does not make sense for the entire university

system, each institution is very different with different missions with very different jobs; cuts will affect performance metrics; I'm trying to make sense of all of this. Response: About \$6 billion deficit being discussed at state; we have commitment to faculty raises and strategic plans, which may have to come from performance funding; also focusing on enrollment dollars; we are again in the unknown, we don't know what will happen; we will be lobbying at the capitol.

College accreditation. Dr. Perry shared that there is an ongoing discussion at the state level whether CAEP accreditation is needed. As there is already a state system, the added value to students is being questioned. No consensus has been reached thus far and the deans will be asked to discuss this. The step after that will be to get COE faculty input.

Comment: How much do we spend on accreditation? Response: Well over \$1 million. Question is whether CAEP accreditation add values to degrees for students. A question was raised about amount mentioned; college would follow up to verify the amount spent on CAEP. Comment: Add discussion about CAEP accreditation in the next FA meeting. Comment: Can each institution opt-in or opt-out? Response: FSU has opted out, but as a system the issue is whether all opt-in or opt-out. Comment: Can survey students whether CAEP matters.

OIT Open Forum (Crystal Barger and Joanne Julia)

Canvas migration. The OIT representatives reminded faculty that all courses will be in Canvas in Summer 2017 and that assistance and training is available in making the switch. Comment: Course migration had not gone so well, with files not transferring. Response: Make an appointment and we can assist. Comment: There is a security issue as Canvas does not time out and the Financial Aid survey appears on Canvas. Response: It's 20 minutes for time out and the survey is a reminder for students; please come see us for assistance. Comment: Uploading video has been challenging, it keeps deleting, may be related to time out issue. Response: come see us. Comment: Some files are not transferring. Response: The files may not be missing; it's not an intuitive system. Comment: Are there issues with chrome? Response: The issues are related to type of tools.

Synchronous tool. College representatives are deciding on synchronous tool; BB Collaborate, BigBlueButton, Collaborate, Collaborate Ultra, WebEx, and others are being considered; faculty are encouraged to provide input to college representatives about these tools.

Faculty has put in a lot of effort into these changes. The dean and administration needs to understand how much effort faculty have put it, figuring it out, and getting assistance. Response: Come and see us for any assistance. There is online assistance as well for both students and faculty.

## COMMITTEE REPORTS

Community Engagement Initiative. Drs. Susannah Brown and Ron Nyhan encouraged faculty to reach out to them about courses that can be designated as Academic Service Learning (ASL) courses. (See handout for ASL Guidelines for Spring 2017). Data collection is important to meet Carnegie classification, with ASL characteristics identified in syllabi and rates of completion and student hours in service learning provided by faculty. Comment: Will this affect P&T? Response: College receives credit first and faculty gets recognition as part of P&T/merit reviews next. University Senate will be considering an expanded definition for community engagement as well.

Sustained Performance Evaluation (SPE) College-Wide Guidelines. Dr. Ramasamy (Chair) introduced members of the committee and the 7-points policy. Comment: What about Associate Professors with no tenure on Recommendation #4? Response: Will add "tenured" to clarify. Comment: Edit #1 to say

"annual". Motion to approve the policy with amendments was made by Dr. Mountford and seconded by Dr. Ramirez. *The motion was approved by majority.*

### **OLD/CONTINUING BUSINESS**

Graduate Faculty Status requirements. Dr. Peluso, Graduate Programs Committee (GPC) Chair discussed options for determining Graduate Faculty Status. Notice of Motion for the FA of COE to adopt Graduate College Governance document and remove the COE graduate status requirements was made by Dr. Zoeller and seconded by Dr. Mountford. *Unanimously approved.*

Constitution change to add language about UFS representation. Dr. Mountford made the motion to add:

#### **(Section 3) 6. University Faculty Senators**

**All senators from COE must be in-unit faculty. Faculty transitioning to out-of-unit faculty during a senate term should complete their term of office.**

Dr. Ramasamy seconded the motion. Comment: Faculty need to step up if removing out-of-unit faculty. Comment: Faculty are not involved, so senate is populated by out of unit.

*Approved by majority.*

### **NEW BUSINESS**

COE Faculty Assembly Officer Nomination and Election Process. Nominations are sought for Vice President, Secretary, Archivist, and two Senators; nominations are due by February 28, 2017; e-voting to be completed by March 31, 2017.

University Faculty Senate (UFS) Academic Freedom and Due Process Committee. COE Volunteer sought. Dr. Zoeller volunteered.

United Faculty of Florida-FAU election of officers. The elections will be held in the Live Oak Pavilion A, 11:30 am – 2 pm. Dr. Zoeller is stepping down after three years. Nominations are sought for President, Vice President, 2<sup>nd</sup> Vice President, Secretary, Treasurer, and 15 senators (voting members of the executive committee).

Collective bargaining starts again next year. Will also address grievances. Comment: Anyone staying on? Response: Yes, there are a few but anyone can still run for any of the positions.

Comment: How often do the officers meet? Response: Meet once a month, usually before UFS meetings. And twice a year at state affiliate meetings and training.

### **DEAN'S TALKING POINTS**

- Academic Program Review (APR) PowerPoint Presentation link. Waiting on BOG approval. Will be on COE website; will send link to Dr. Bhagwanji to forward to faculty.
- Budget. Waiting on performance funding. Will support building wiring, scholars program, travel, exercise science laboratory, and Communication Disorders accreditation.
- Course load. 3/2 is now routine, part of our norm; hope to move 2/2.
- Administrative roles (consistency across the college). Succession in leadership and faculty leadership are important. In the 1990s, FA went away, nobody noticed, and there was no voice when needed. Then some faculty stepped up and we have FA today. There have been forums to discuss leadership issues. Comment: Faculty want consistency across departments. Response: There were questions

about chair rotations; policy says chairs are not for a fixed term; chairs have 360 evaluations; college has assessment on chairs, but faculty response rates are low.

Motion to extend FA meeting for 15 minutes was made by Dr. Peluso and seconded by Dr. Mountford. *Unanimously approved.*

Response: Department faculty can have conversations and bring it up at department meetings. Wording for chair evaluation can parallel A&P, S&P, and faculty evaluations. Comment: Everyone should be evaluated on the same parameters. Response: Provost supports this.

- Faculty evaluations (open forum). Dean has reminded chairs to meet with faculty upon request; encouraged chairs to meet with faculty for assignments as well. Comment: There is a new memo from Provost. Response: Let's look into that. Does summer count? Yes. Comment: Confused about 20%. Response: Performance metrics has affected calculation of cost for students; percentage is calculated based on how much time you are spending in teaching, research, and service. Default is 20% but can change it to other percentage. Comment: With 3/2, are we required to do more research? Response: It's a relative term, some were already doing more; but work/effort remains the same; sit with chair on assignments and work it out.

#### **Approval of November 11, 2016, minutes**

Motion to approve FA minutes of November 11, 2016, with additional attendees made by Dr. Peluso and seconded by Dr. Goldstein. *Unanimously approved.*

#### **ANNOUNCEMENT(S)**

Dr. Morris and colleagues will be offering several workshops on research methods. Comment: Please email workshop flyer.

#### **DEPARTMENTAL REPORTS** (see handouts)

**ADJOURN.** Motion to adjourn made by Dr. S. Brown and seconded by Dr. Mountford, 12:15 pm. *Unanimously approved.*