

Minutes of the Faculty Assembly Meeting – April 2nd 2004

The final meeting of the Faculty Assembly of the College of Education was held on April 2nd 2004 at 10.30 in ED 313 on the Boca Raton campus. Those present: Michele Acker Hocevar, Gregory Aloia, Ira Bogotch, Michael Brady, Valerie Brady, Gail Burnaford, Ray Cafolla, Ali Danesh, Larry Decker, Carlos Diaz, Mary Lou Duffy, Deb Floyd, Michael Frain, Rosanna Gatens, Lucy Guglielmino, Pat Maslin-Ostrowski, Jane Matanzo, Carol Meltzer, Carmen Morales Jones, Dan Morris, Don Ploger, Rangasamy Ramaswamy, Angela Rhone, Barb Ridener, Perry Schoon, Dilys Schoorman, Bob Shockley, Lydia Smiley, Tony Townsend, Cynthia Wilson, Dianne Wright, Bob Zoeller

Michele welcomed everyone and noted that we had a tightly packed agenda. She presented a brief overview of the items to be covered. The minutes of the previous meeting (2/6) were then approved unanimously with Larry Decker moving approval and Tony Townsend seconding the motion.

Update

Michele provided an update of what had occurred since the previous meeting. This update included the meeting with the Dean following the Charter College proposal (2/20), the Constitutional Convention (2/27), a meeting with the Provost (3/11), a faculty survey on the retreat and a faculty survey on equity in assignments.

Michele announced that the Department of Educational Technology and Research had requested approval of a departmental name change. Perry Schoon explained that the members of the department had already approved the name change and that the university required approval at the college level. Deb Floyd moved and Carmen Morales Jones seconded the motion to approve the name change. In the discussion that ensued faculty raised questions about the rationale for the name change, the ordering of the program areas (why not research first?) and an observation that all departments do research. The motion carried.

Michele announced that the COE Retreat would be held on April 23rd at the McArthur campus. She noted that an e-mail would be circulated about transportation.

Michele then announced that draft of the dean evaluations was ready to be presented to the dean and associate deans. She described the process whereby these drafts had emerged: a group of faculty had looked at several different instruments and compiled a survey that seemed to best fit the purpose; the survey had been distributed to the Steering Committee and the Democratic Decision Making Committee for feedback. She noted that the purpose of the survey was to provide feedback about faculty-administration interaction so that Faculty Assembly could use this information to better improve this process. The results would be disseminated as had results on previous surveys (e.g. the search process). Michele asked the faculty if this was something that they wanted to go a head with this year (it was the first year we would be attempting it). Larry Decker moved and Marta Cruz Janzen seconded the motion that the evaluation be conducted this year. The motion carried with no dissent.

Michele announced that the evaluation of the Faculty Assembly would be carried out by the Steering Committee and this survey was scheduled to be on the web soon.

Constitutional changes

The following constitutional changes which were proposed and distributed at the February 6th meeting were voted on. Tony Townsend proposed and Mike Brady seconded that the term 'chair' in the leadership titles be changed to 'president' with effect from the upcoming election. The motion carried unanimously. The entire proposal presented by the Democratic and Decision Making Committee with regard to the succession of leadership and the committee structure was then voted on as a package (see attached). Pat Maslin-Ostrowski moved and Carmen Morales Jones seconded the motion, which carried unanimously.

Given that we were about to conduct elections Dan Morris moved and Lucy Guglielmino seconded the motion that the additional office of Archivist (in the draft of the new constitution) be added to the slate of officers for next year. The motion carried unanimously.

Michele noted that there had been some discussion on the definition of membership on the constitution, especially with regard to the role of Student Services personnel. Michele noted that this had remained unchanged from the previous constitution. She recognized the legitimacy of the concerns but also expressed the need for us to move forward toward having a new constitution in place for next year. Tony Townsend moved and Carlos Diaz seconded that we vote on the new constitution as a package with the caveat that we would re-visit the issue of membership in the Fall semester. The motion carried.

Search process recommendations

Dilys Schoorman distributed the recommendations for the search process which had incorporated feedback from faculty. The primary change to the version distributed (from the one e-mailed to the faculty for feedback) was the Dean's suggestion that all paperwork be handled by the departments conducting the search, rather than by the dean's office. Discussion included suggestions on wording and editing as well as a debate on whether the search committee should rank candidates in their recommendations. It was agreed that the current wording did not preclude the ranking of candidates if so desired by the committee. Lucy Guglielmino moved and Carlos Diaz seconded the motion to accept the items listed as guidelines for conducting a search. The motion carried unanimously.

Committee Reports

The Democratic and Decision Making Committee was represented by Pat Maslin Ostrowski who reported several action items undertaken by the committee over the past year. These included invited presentations on the budget and on development at their meetings, participation in the constitution revision, presenting specific constitutional amendments for approval, participation in providing and refining questions for President

Brogan's visit, and initiating the visit with the Provost. She noted that this committee intended to continue its work in the following year.

Bob Zoeller represented the Equity in Assignments Committee presented the results of the faculty survey on equity in assignments. Bob noted that the information was primarily descriptive and that the committee had not been able to meet to discuss the results.

The Salary Equity Committee was represented by Perry Schoon who announced that the framework for addressing salary equity had been distributed to departments for discussion. Lydia Smiley noted her concern that any monies distributed in this context had to be part of the contracted agreement with the university. Dean Aloia noted that it would be useful to have a framework in place for the distribution of equity monies when contracts did come out. Gail Burnaford noted that Teacher Education had not had an opportunity to discuss the framework and asked the committee to provide some guidance on how this should be presented to the departments, and the type of feedback needed by the committee. Mike Brady suggested that the process of eliciting departmental feedback be treated like a 'motion in the making' whereby the salary equity committee could present the faculty's recommendations to the university. Perry clarified that the presentation at the department level was to achieve two purposes: to educate the faculty on the framework, and to elicit faculty feedback on the framework. Cynthia Wilson noted that the committee had intended to address the feedback from faculty and present a final framework to Faculty Assembly for a vote. Tony Townsend expressed concern about the timing of the process, noting the importance of making a decision before the end of the semester. There also was some discussion on merit vs. equity money and several committee members stressed that these two had been treated as distinctly separate issues and would continue to be treated that way.

Michele then summarized the steps that needed to be taken. The salary equity committee would provide specific guidelines to the chairs for how the framework should be presented to the departments, and the types of feedback required. Each department representative on the committee would then explain to the faculty how the framework was intended to work, and gather feedback, questions and concerns. This feedback would then be addressed by the salary equity committee, necessary modifications will be made and sent out to the faculty for a vote.

Election of Officers

Michele and Dilys nominated the following slate of officers.

President - Dale Williams

Vice President – Valerie Bryan

Secretary – Barbara Ridener

Archivist – Ali Danesh

Michele then called for additional nominations from the floor. As there were no more nominations, Carmen Morales Jones moved and Michael Frain seconded that the nominations be closed. There was a question raised about the positions of Dale Williams and Barbara Ridener with regard to their roles as faculty liaisons. Michele explained that they received a course release for the work that they did and, as such, could still be

considered 'faculty'. The above faculty members were voted in unanimously as officers for the 2004-2005 academic year.

Final Report

Michele and Dilys distributed copies of the Final Report that they had prepared as outgoing officers, together with an Outcomes Matrix that documented how specific issues had been addressed throughout the year. The report dealt with outcomes, process, tensions, reflections and recommendations. They presented an overview of the report highlighting its key points. (A copy of the complete report is available on MyFau.) After the presentation of the report the officers presented a certificate and a brick to each of the faculty members who had served on a Faculty Assembly Ad Hoc Committee. Each brick had a plate with the faculty member's name and "Building a Future Together" engraved on it. Michele and Dilys also presented what they hoped would be a Faculty Assembly tradition: the presentation of a Faculty Assembly Leadership Award. The plaque of honor for her "quietly strong leadership" was presented to Pat Maslin Ostrowski. Pat, speaking on behalf of the faculty, thanked the outgoing officers. She thanked Dilys for her "Spirit, tenacity and dogged pursuit of integrity" and observed that Michele fulfilled the statements in leadership research which noted, "One of the characteristic of a leader is that when we see one we know it." She presented Michele and Dilys with flowers and Perry received a bottle of wine in appreciation of his work as an officer (with the comment that, as department chair, he would probably need it!!)

Additional business

Tony Townsend made a presentation on behalf of the International Committee. He distributed several handouts pertaining to Terms of Reference, Strategic Plans and Strategic Imperatives. He read out the list of Strategic Imperatives and noted that he hoped that the internationalization of the college would be something undertaken by the college as a whole and not confined to the work of a committee. He welcomed feedback on the any of the information distributed.

There was no additional business.

Dean's Report

The dean thanked the outgoing officers for their work this year noting that in all his experience working with university senates he had not experienced a team as this one. He also announced that the department budget presentations were available on the web and welcomed input as we considered the college budget request. Referring to the ITED process on which he had been requested to comment, Dean Aloia distributed a handout that noted who had been involved in varying stages of the process. Responding to questions, he said that the evaluation had been undertaken by Drs. Miranda, Gonzalez and Williams but the results had not yet been made available. Faculty requested that this evaluation report be made available when complete. A question was also raised about whether the departments had been consulted about the courses that were offered in this program. The dean responded that he was unaware of what (if anything) had transpired at the departmental levels. Michele noted that it would be important that we followed up

and made sure that faculty input was solicited on the courses being offered in such a program.

Adjournment

Following a motion by Carlos Diaz seconded by Don Ploger the meeting was adjourned.

Submitted by
Dilys Schoorman
Secretary, Faculty Assembly

ATTACHMENT

1. *The Democratic Decision-Making & Communication Committee hereby moves that in order to strengthen the leadership structure and to ensure continuity of leadership,*

“Section 3. Officers and Election Procedures for Officers. B. Terms of Office” of the Constitution of the COE Faculty Assembly be changed to:

*Officers shall serve terms of office beginning the first day following the conclusion of the spring semester and ending on the last day of the following spring semester.

*The Chair shall serve for a one year term.

*The Vice-Chair shall serve for a two year term: year one as Vice-Chair, year two as Chair.

*The Secretary shall serve for a one year term.

*In the event that the Vice-Chair is unable to complete the term and cannot serve year two as Chair,

a. when spring elections take place, in addition to electing a new Vice-Chair, a special election will be held to elect a chair for a one year term, and

b. the outgoing Chair will serve as an Ex Officio Member of the Steering Committee.

Thus, in order to pass along the wisdom and experience of faculty assembly leadership we move that:

“Section 3. Officers and Election Procedures for Officers. A. The Officers. 1. The Chair.” be changed to:

*1. e. To provide leadership continuity during the first year of the new process, the outgoing Chair of the 2003/04 Assembly will serve as an Ex Officio member of the Steering Committee. As past-chair, he/she/ will serve in advisory, non-voting capacity to the Steering Committee.

1.f.

Beginning with the 2004/05 COE Assembly, in the event that the Vice-Chair is unable to

complete the second term of office and become the new Chair of the Assembly, the outgoing Chair will serve as an Ex Officio member of the Steering Committee as a non-voting advisor.

2. The Democratic Decision-Making & Communication Committee hereby moves that in order to support effective leadership by the officers, the Faculty Assembly requires an effectively functioning system of Standing Committees, and that

“Section 6. 3 Committees. Standing Committees” of the Constitution of the COE Faculty Assembly be changed to include:

*The Assembly will establish standing committees as follows

1. The Connections Committee. Purpose is to foster intellectual dialogue and to facilitate faculty collegiality and sharing of research.

2. Democratic Decision-Making & Communication Committee. Purpose is to review processes and procedures relative to democratic governance and communication, and to make recommendations accordingly.

3. Equity & Work Life Committee. Purpose is to review issues related to diversity, equity in assignments and salary, and ethics, and to make recommendations accordingly.

4. Research Committee. Purpose is to conduct research and provide data to assist Faculty Assembly decision-making.