

COE FACULTY ASSEMBLY STEERING COMMITTEE

**MINUTES – NOT APPROVED**

**January 12, 2018, 10 am – 12 pm**  
Dean's Conference Room

**Future FASC meeting date:** March 23, 2018  
**Future FA meeting dates:** January 26 and April 6, 2018

**Attendance:** Drs. Bhagwanji, Harris, Lieberman, Mountford, Ramasamy, Tessel, Wilson, and Zoeller.

**Welcome Note**

Review October 25, 2017, FASC minutes. Motion to approve minutes made by Dr. Mountford and seconded by Dr. Lieberman. *Approved.*

Future meeting date of FASC is March 23, 2018. Future Faculty Assembly meeting dates are January 26, 2018, and April 6, 2018.

**Announcements**

Recognition for COE Online Programs. Programs from CCEI, CE, and EDLRM were recognized in US News & World Report. Comment: Need to recognize eLearning staff for their assistance.  
Comment: Recognize them at the next Faculty Assembly meeting.

Education Impact Award. Comment: Recognize this award given to COE at the next Faculty Assembly meeting.

Office cleaning. Offices will no longer be cleaned, unless notes are posted on office doors to have it cleaned; leave trash can outside office doors for pickup. Comment: Looks bad when people walk down the hall and see notes about cleaning offices on doors. Comment: Need to know what the cleaning schedule is. Comment: Add to Dean's talking points.

Broken elevator. One of the elevators has not been fixed in over a month. Comment: Add to Dean's talking points.

Computer lab lights. Many are not working. Comment: Ask Dean what the process is for faculty to communicate maintenance issues.

**Guest Speakers**

Dr. Dan Flynn, Vice President for Research, will be invited at the next FA meeting. Comment: Request faculty to generate questions and request a Q&A session.

Provost Perry and Vice Provost Hawkins will attend next Faculty Assembly meeting to provide an update on the Dean's search. Dr. Ed Pratt will chair the search committee. Comment: We should be allowed to choose our departmental representatives on the search committee. Comment: Need to ask about the timeline and when the committee commences.

**Continuing Business**

P&T revisions/policy changes. Dr. Wilson has agreed to assist in drafting the 3<sup>rd</sup> version of the policy document. By next week, two versions will be forwarded to the P&T and FASC committees: one

will be the draft with changes reflected by each department, and the other will be the revised copy to facilitate ease of reading. Then the P&T representatives can decide how to address at each department. Comment: Send feedback summary from each committee? What committee are we talking about? Response: Each P&T representative reported feedback verbally. Comment: I did not get feedback summary from my department. Response: Ask P&T representative for the departmental summary. Comment: Included community engagement and undergraduate research? Response: Used Provost's guidelines on community engagement that Dr. Susannah Brown had worked on.

Departmental Spotlight. CCEI and T&L accomplishments will be highlighted at next FA meeting. Comment: Representatives don't have to present; chairs may present. Comment: Work with chair since they have broader knowledge.

University Faculty Senate report. Atwater is new CFO; he will be attending the next senate meeting; be ready to ask question about finances.

UFF-FAU report. UFF and Provost have been able to solve grievances through more informal ways, instead of making formal grievances. Well-being of students and faculty are foremost in the discussions. Comment: Who replaced Larry Glick? Response: Tony Winfield; she is becoming aware that tenure does not guarantee job security. Comment: What is the UFF membership fee? Response: 1% of nine month pay, no deductions from summer pay.

Other continuing business

### **New Business**

COE FA and UFS election process. Nominations are sought for FA Vice President, FA Secretary, FA Archivist, and four senators. Voting will start early March 2018. Comment: Department representatives should share at department meetings and discuss with individual faculty to encourage their participation.

### **Departmental Reports**

CCEI, CE, and EDLRM are engaged in search processes for new faculty.

Comment: Please compile faculty accomplishments from October 2017 to March 2018; submit to Dr. Bhagwanji by April 1, 2018.

**Motion to adjourn** made by Dr. Tessel and seconded by Dr. Harris. *Approved*, 11:59 am.