College of Education

Faculty Assembly Steering Committee Minutes

Friday Sept. 11, 2009

Education 411

10:00 – 12:00

WELCOME

Meeting was called to order at 10:05 a.m. by President Warde

ATTENDANCE: Andy Brewer, Dilys Schoorman, Daniel Reyes-Guerra, Meredith Mountford, Paul Peluso, Connie Keintz, Beverly Warde, Philomena Marinaccio-Eckel, Mary Lou Duffy, Bob Zoeller

ANNOUNCEMENTS:

- **Approval of Minutes from April 3, 2009 meeting**
  Minutes to be reviewed by members during following week, with edits and approvals sent to SC secretary.
- First FA meeting Sept 25, 1-3

OLD/CONTINUING BUSINESS

I. Report on University Promotion and Tenure Study Committee (2008-2009)

- Andy Brewer, COE representative on the University Promotion and Tenure Study Committee, provided information on the process and procedures followed during 2008-2009 academic year when the Committee reviewed FAU's promotion and tenure criteria and guidelines. Dr. Alperin, Associate Provost, was the chair of the committee.
- Andy did report that no minutes were kept at these meetings. Decisions made regarding the P&T criteria and documents at one meeting would appear in an edited version of the current P&T criteria and guidelines at the next meeting.
- The Committee will reconvene again this year to review feedback from the university on the proposed changes.

II. New Promotion and Tenure Criteria, Guidelines, etc.

- Prior to SC meeting, President Warde had met with the Dean and Pat Maslin-Ostrowski to discuss content and implications of proposed changes in the P & T criteria and guidelines issued by the Provost this summer.
  - As a result of this meeting there was a recommendation made to the SC that feedback and responses to the proposed P & T changes come from the COE faculty as one document to be forwarded to the Provost.
- After discussion the SC members agreed to the following chronology for the P & T review process by the COE:
  - <u>At September 25 FA</u> meeting P and T revision information will be presented to the faculty. President of FA will present issues of concern to the faculty in the P & T documents. However, it is the responsibility of each individual faculty member to read the document.

- At October departmental meetings faculty need to discuss and develop feedback. They need to identify ideas of concern and come up with solutions. A SC representative should provide some guidance in their departments as to surface changes that appear to be acceptable, but may have underlying implications. Departments should encourage current and past P and T committee members to add insight and background experiences during this review process.
- At November 6 FA meeting each department will present feedback to the proposed P&T changes. A hard copy and an electronic copy of each department's feedback is to be provided to the FA secretary.
- Immediately after the November 6 FA meeting, the SC will meet to synthesize and compile all departmental feedback into a draft document. Data from departments will be analyzed and organized to display issues that departments have in common and issues for individual departments
- The draft COE feedback document will then be finalized by the FA leadership team and forwarded to the Provost before Thanksgiving break.

NEW BUSINESS

Future FA and SC meetings:

Faculty Assembly Steering Committee Meetings:
Oct 23
Jan 15
to be determined

Faculty Assembly Meetings:
Nov 6
Jan 22
April 16

DEPARTMENTAL REPORTS

Communication Science: Currently about 30 students in department. They are covering classes and have been re-accredited.

Educational Leadership: Department has discussed P and T guidelines specifically about three year criteria review. Three faculty going up for tenure. Myriad of curriculum changes. Utilizing several EDA 5931 Special Topics classes for interim. Will approach Senate for approval of new courses resulting from state mandates (i.e., to pass leadership exam 132 skills and competencies, FL Leadership Exam, TESOL requirement, and recency of experience requirement). Department has successfully incorporated new research program and are currently undergoing strategic planning process and looking for new name.

Exceptional Student Education: Charles Dukes became associate professor. Question about review of IRBs. Is there an unnecessary step? IRB directive procedure is to share with department chair, Dean Torok, and Dean Bristor. Will go on agenda for next faculty assembly meeting.

Exercise Science and Health: Moved successfully up to Boca campus. Celebrated with successful "Open House" September 10th. Located across from basketball arena (where swimming pool is).

Department took over campus recreation and inherited very nice lab. Current enrollment is 350 undergrads and 80 graduate students and only three full time tenure track faculty. Concerns about graduate program delivery with limited faculty. In area of strength conditioning there is a need for qualified thesis chair. They currently have three tracks and plan to combine two tracks. They propose to collapse exercise science and strength conditioning and create a leaner, meaner, and stronger track.

Department of Teaching and Learning: Department working on course schedule rotation. One person going up for tenure and another for third year review. There is a concern for student costs (i.e., prices for FTCE exams went up 400%, tuition increase, technology fee, assessment tool, etc). Hoping to prepare students for exams so that there will be fewer retakes. If student does not pass the first time there is an additional cost for a retake. Live text is a $100.00 assessment tool. T & L Faculty piloted the assessment program and made positive comments about uses for CA and recording competency assessments. Other faculty members have used this tool for internship portfolios and also find it is very useful. COE is requiring the least expensive version that costs $100.00 to students, one-time fee for 5 years.

Department of Curriculum, Culture, and Educational Inquiry: Department would like to know process for requesting new lines. They have a concern, directly related to state of the budget, that everyone will be scrambling to get requests heard. They urge chairs to think about how we could consider our needs as a college for new lines. Also concerned that although there are two committees, the executive committee and committee of chairs, both are made up of the same people. Could there be a return to the chairs committee. Also a concern about state mandated TESOL requirements. Every time a new ESOL endorsement more work for CCEI department. There needs to be an understanding that each time we say a program is ESOL endorsed this means extra work for that department. Only two or three Boca based faculty are available to do all this extra paperwork.

Shared Departmental Concerns:

- Increase in clerical work. The amount of clerical and administrative work has increased for faculty across the college. Since money is not available for associate professors to fulfill requirements to become full professors time considerations need to be made.
- There is also a concern for visioning process. The vision person met with all the chairs this summer. FA president will ask Dean to explain to faculty current status of visioning. As an assembly we need to make sure that we are a part of this visioning. Previous visioning in College of Engineering did not go through their FA. As an assembly we need to be a part of this process.
- Graduate College requirements are still problematic. SC discussed best way to handle situation. Recommended to meet on a smaller scale for continuing graduate school discussions that present very specific problems to Dean of Graduate College. Steering committee should share their faculty's remaining concerns with leadership team who will meet with Dr. Rosen.

AGENDA ITEMS FOR FA MEETING AND DEAN'S TALKING POINTS

- **FA agenda items:**
  - Research wants to give short presentation at FA meeting
- **Dean's Talking points**
  - IRB process
  - Visioning process
  - Graduate school changes

- **Discussion points with Dean by Leadership team at Dean's meeting**
  - Discuss chronology of P and T review for COE

The meeting was adjourned by President Warde at 12:00

Submitted by,

Philomena Marinaccio-Eckel

Secretary, Faculty Assembly