

Minutes of Faculty Assembly Steering Committee - October 3rd 2003

The Steering Committee met on October 3rd, 2003 at the Melby Center (Department of Educational Leadership) at 9.30 a.m. The meeting was presided over by the Chair, Dr. Michele Acker-Hocevar. Those present: Michele Acker-Hocevar (Chair), Perry Schoon (Vice Chair), Dilys Schoorman (Secretary), Mike Brady, Ali Danesh, Deb Floyd, Allison Ford, Toni Kirkwood, Paul Peluso and Yusra Visser.

Michele began the meeting by thanking Perry and Dilys for their work/ support, as they exchanged puzzled looks! The minutes were then distributed. There was some discussion about whether the members of the Salary Equity Committee who had been elected/ selected by departments should be mentioned. Dilys responded that, at the time of the last meeting, we had not had clarification of all those names. It was decided that the names should be posted on the website (to be ready by the next Faculty Assembly meeting). Deb moved (and Perry seconded) that the minutes be accepted. All were in favor and motion carried.

Update from officers

Michele updated the committee on the issues addressed at the Executive Committee meeting of September 24th. These included updates from the chairs and the associate deans, discussions about NCATE, discussions about development by Vilma Petrovsky, travel, P&T timelines, and COOP (Continuity of Operations Plan) Michele reported that Eliah had been placed in charge of COOP, and that this appeared to be a result of the 9/11 scare as well as the anthrax scare at Davie. Michele suggested that it might be appropriate for Eliah to share some information about this at the Faculty Assembly.

Michele also reported the concerns that had been raised about who should serve on the P&T committee noting that the Executive Committee had raised the questions about the role of Associate Deans on the P&T process. She also addressed the concern from the P&T committee about disenfranchising a department (as would be the case if Alex Miranda, an Associate Dean were unable to serve on the P&T committee as the representative from the Counselor Education Department.) Members of the Steering Committee expressed concern on the following:

- the propriety of who should serve on P&T (an issue of being in unit or out of unit)
- who makes the decision about who could / could not serve (the issue of whether the P&T committee could make a decision about who should/ should not serve on the committee)
- the lack of specific policies to address these issues
- the "fuzziness" about the administrative structures within the college

The committee decided that this was an issue best addressed by the Democratic and Decision Making Committee (Toni confirmed that some discussion on this issue had already begun in this committee). The Steering Committee decided that the Democratic Decision Making Committee would be asked to review and/or draft policies surrounding Promotion and Tenure in the COE.

Updates from Ad Hoc Committees

Salary Equity Committee - Perry reported that the committee had not yet met because they had not yet received their charge from the dean. He also reported that the dean had informed him and Deena Wener (co-chair of the committee) that the university administrators were emphasizing merit pay, rather than equity. It appeared that the COE might be considering a proposal that would require those who were eligible for equity consideration to first be deemed qualified for merit in order to be considered for equity adjustments. The committee was unanimous that merit and equity should be treated as two separate issues. Members also emphasized that the Faculty Assembly charge was to address equity. Deb moved (and Yusra seconded) that if the COE needed it, a separate committee should be formed to address issues of merit. All were in favor and the motion carried.

Democratic Decision Making Committee - Toni reported that the committee was in the process of addressing the following issues:

- the appointment of persons to positions without any faculty consultation
- the process for restructuring of departments and the role of faculty input
- the concerns that faculty were being left out of decision making; the lack of democratic decision making processes
- the need to know what faculty rights are

Dilys asked Toni to inform the committee to send her a copy of their meeting notes for the Faculty Assembly record. We also confirmed with Toni that she needed to take back to the group our discussions about the need for P&T policies.

Equity in Assignments Committee

Dilys reported that this committee had met once and had decided that they needed more broad-based representation. She noted that chairs had been contacted and asked to recommend faculty members who could serve on this committee if their departments were not represented. They also were seeking representation from different campuses. She noted that Ira would present the committee's report at the Faculty Assembly meeting.

Faculty Connections Committee

Michele informed the group about the plans of the Faculty Connections Committee for the upcoming Faculty Assembly meeting. She noted that the Assembly meeting would be at the Henderson School from 10.30- 12.30; a break for a brown bag lunch (provided) from 12.30-1; and from 1-2 an opportunity for three departments (Teacher Education, Counselor Education and Exercise Science & Health Promotions) to 'showcase' their research, by allowing faculty 2 minutes each in an 'open mike' forum.

Website - Perry announced that he was working on a website for the Faculty Assembly which would be an added source of information for faculty. The committee expressed their approval of such an opportunity.

Search process survey

Copies of the results of the survey (for which the deadline had been midnight the previous day) were distributed to the committee, and discussions on the process of disseminating the information involved the following.

- Michele and Dilys requested that selected members of the Steering Committee take the lead on presenting the results to the faculty.
- Mike suggested sending the results to all faculty members before the Faculty Assembly meeting. This was strongly supported by Toni and generally seen as a good idea until....
- Paul raised the issue of faculty members being worried about something they might have written, not realizing that the information was to be disseminated in this manner.
- Dilys raised the concerns about confidentiality as well as the need to make sure no one was referred to by name.

It was unanimously agreed by the members that the leadership team would:

- Present the results at the Faculty Assembly meeting
- Come up with a plan of action to present the information (make decisions on how the data would be made available to faculty) and send that proposal (via e-mail) to the Steering Committee for approval.
- Modify the raw data to eliminate personal references and re-send the information to the Steering Committee via e-mail in the next week.

The Steering Committee members handed back their copies of the results, with the expectation that they would receive the copies (sans personal references) via e-mail in the near future. They also noted the importance of sending information to faculty in pdf format.

Additional concerns

Among the concerns that emerged from different departments were:

- The need for faculty to understand how appointments were made
- The concern that appointments were made without consultation of faculty
- The need for clarity on who is interim and who is not
- The need for clarity on who reports to whom
- How decisions on restructuring of departments are made

On the issue of re-structuring, committee members noted that Faculty Assembly had approved (in Fall 1997) a motion to ensure that future decisions on re-structuring occur following the prior notification and input of the faculty concerned. The committee decided that this would be explored and the relevant minutes be located and the constitution of Faculty Assembly be amended accordingly. It was agreed that the Democratic Decision Making Committee note this when reviewing the current constitution. It also was noted that the attempted re-structuring of Teacher Education this summer did not follow this procedure.

Michele reported on Eliah Watlington's request to have someone from Faculty Assembly co-chair the diversity committee. The Steering Committee agreed that, since this was not a committee that arose from the results of the original faculty survey (it was initiated by the dean), Eliah could be given the opportunity to invite faculty members to join the committee but with the understanding that they would not be representing Faculty Assembly.

Agenda for Faculty Assembly Meeting - October 17th

The following emerged as the agenda for the next Faculty Assembly meeting:

1. Welcome
2. Acceptance of minutes
3. Update - Michele
4. Reports from ad hoc committees
5. Search process survey - results and discussion
6. Update - NCATE
7. Announcement on COOP
8. Dean's report
9. Additional business/ concerns
10. Adjourn