

**COE FACULTY ASSEMBLY STEERING COMMITTEE Minutes**  
**April 2**  
**10-12 PM**  
**Zoom Teleconference**

Attendance—Acosta (CCEI), Scott (ESE), Finnegan (Archivist), Emelianchik-Key (CE), Mountford (VP), Frain (President), Imgrund (CSD), Liebermann (ELRM), Miller (Sec)

Approval of FASC minutes from 1/8—Motion to approve by Mountford, Emelianchik-Key second.

Summary of executive committee meeting was discussed. Budget issues were mentioned at the executive committee in regards to the CARES act. Comments regarding the steps the university should take to ensure there is some budgetary oversight in regard to the CARES act were discussed. A suggestion to have the FAU COE Budget Committee as a standing item for the FA meeting agenda for the following academic year was proposed (FY 21-22).

FA COE Election process were discussed. FA needs to send out an email soliciting nomination for each of the offices. There may be only 1 senator slot available (2-year term). There needs to be a representative for each office (President, VP, Secretary and Archivist). Faculty should be reminded that the FAU constitution gives a course release for President and Secretary.

Merger discussion—proposed merger between CCEI and TL departments will be discussed at the FA meeting for April 23. Procedures were reviewed. Prior to FA, a vote will occur at each department level via secret ballot. The results will be shared regarding the vote (overall, not specific). It was stated that during the next FA meeting, the faculty will be given the opportunity to vote on the proposed merger via secret ballot. Steve Diaz will be the contact.

Issues regarding synchronous conduct were discussed and possibility for a motion to approve a policy was discussed. Dr. Emelianchik-Key discussed and shared a rubric from Counselor Ed regarding virtual dispositions.

A template for a rubric will be sent to FASC, with the expectation that FASC will revise the tool. A discussion regarding synchronous class issues will be brought up to FA with option to share the revised rubric on virtual dispositions.

A discussion regarding a possible COE name change was discussed.

P/T letters will be put on the FA agenda for April with proposal for P/T dept. representatives to be elected to ensure there is a consistent policy across the college.

Speakers for Meeting were decided:

Faculty Senate –ask Dukes for senate report.

Union Report--Mountford

Diversity Committee

Strategic Programs Committee---Mountford etc. 10 min

P/T Committees letters need to be strength—Dukes

Programs from provost that were cut.

Dean's Talking points were discussed and added to the FA agenda for April.

Decision re: graduate classes and caps.

Clarity on budget and would like Rick to present at meeting—who is overseeing the CARES act money? Faculty budget committee update.

Discussion about COE name change

Clarity on program closures

**Adjourned: 12pm**