College of Education
Faculty Assembly Meeting
Friday, January 21, 2011
10:00 – 12:00
Boca COE 313, Davie LA 139
Jupiter EC 202, Port St. Lucie MP 223

Minutes

I. **Welcome**
    FA President Beverly Warde called to order the regular meeting of the Faculty Assembly at 10:10 am.

II. **Attendance**
CCEI- Carlos Diaz, Jim McLaughlin, Noorchaya Yahya, Evelyn Torrey, Rachida Faid-Douglas, Lourdes Diaz Soto, Dilys Schoorman
CE- Paul Peluso, Michael Frain, Irene Johnson
CSD- Connie Keintz
Dean's Office- Valerie Bristor, Don Torok
ELRM- Valerie Bryan, Dan Morris, Bob Shockley, Deb Floyd
ESE- Mike Brady, Lydia Smiley, Peggy Goldstein, Mary Lou Duffy, Beverly Warde
OASS - Lorraine Cross, Deborah Shepherd
T&L- Sharon Crawley, Penelope Fritzer, Susannah Brown, Ernest Brewer, Philomena Marinaccio-Eckel, Deb Harris, Barbara Ridener, Angela Rhone, Eileen Ariza, Joan Lundgren

Please advise **Marinacc@fau.edu** if you attended and your name does not appear.

Approval of Minutes: A motion to approve the November 5, 2010 amended minutes was made by Carlos Diaz; the motion was seconded by Mary Lou Duffy. The minutes were approved by a majority vote.

Guest Speakers: Mara Schiff, Interim Assistant Provost for E-learning, James Fowlkes, and Ann Musgrove. emails: jfowlkes@fau.edu or idesign@fau.edu, web site: http://home.fau.edu/jfowlkes/web/E-learningresources/

Mara Schiff discussed FAU's Task Force on E-learning activities given her recent role in the E-learning Report. Steve Diaz represented the COE. The key recommendation was to centralize E-learning under a center for E-learning. All recommendations in the report were accepted. The center will direct and support all E-learning initiatives around the university. This will not be just a technical center but a center with an education and academic focus. Interviews for the Assistant Provost candidate for E-learning have been conducted and narrowed down to one person who would best meet FAU's E-learning needs. Monica L. DeTure, Ph.D. is currently Director of Distant Learning at Auburn University. In an effort to be sure that our future E-learning plans be data driven, a survey is currently under development to start defining what people know, want to know, etc. Mara Schiff then introduced two E-learning instructional designers. James Fowles, who was previously an instructional designer from Orlando involved with the training of Bb and Adobe products and Ann Musgrove formerly an E-learning Associate at Broward Community College and DETA instructor at FAU.

Questions and Answers:

Faculty Question: I don't know what I don't know. Is there an opportunity to offer some overviews or a preview like a brown bag, etc.?

Answer (James Fowles): Plans for the future E-learning center include a possible E-learning instructor certification program. The content would be strictly about setting up and designing actual online courses with the culminating class activity a finished course. Another plan in the works is for one-on-one consultation. We have currently provided up to 85 hours of consult so far and presented at 5 or 10 department meetings. We personalize our presentations to the specific department.

Question: (Deb Floyd) Thank you for coming. This is very timely. As a professor who has been teaching online for 12 years, having used every Blackboard conversion since 2001, I have found this recent conversion to Bb9 to be very confusing and cumbersome. I have heard from fellow faculty that there is a need for having one person who you could call for personal technical assistance and support I have found that systems that work are seamless between design and faculty, and that systems that separate design from technical support are fragmented and not as effective. There are many models regarding on line learning support where faculty members are assigned one person who is their one stop person for everything from design, to technical support, and mentoring. A common concern is that the current FAU E-learning center is attempting to provide this much needed design support, but not seamless technical support.. I appreciate resources for design of curriculum but the devil is in the details and the details including technical support through implementation. I have the highest praise for Alison who immediately returns my emails but I still have no one person to mentor my E-learning challenges and assist with personal support regarding technical challenges of delivery.

Answer: About 50 faculty participated in the Bb9 pilot who helped to identify problems that were immediately resolved. Now we have gone from 50 to 1,000 Bb9 users. However, when advised of a problem Alison goes immediately to Bb and gets the problem taken care of.

Suggestion (Penelope Fritzer): There is a great deal of evidence in research that E-learning should include someone who mentors you.

Answer: In the task force recommendations we have made accommodations for faculty training that are is specifically geared to the faculty members' level of expertise. We can't initially train every faculty member. However, from this initial training we can start to build the mentorship base.

Question: (Deb Floyd) E-Learning features for help in the design of our curriculum are wonderful but how do we know unless you have someone who understands it and helps you through next step? Faculty need to be assigned one person who assists with design and also provides technical support, else the clerical aspects of teaching on line discourage large scale faculty participation.

Answer: The e-Learning center will have a faculty-friendly environment for faculty support that separates out IRM and E-learning. We also have wonderful designers who have expertise with Bb and will work at your level of skill.

Answer (James Folkes): We are trying to make sure that people understand; besides focusing on technology this center focuses on how to design an online course. I have a whole page of resources on the web site Home.fau.edu/jfowlkes/web/E-learningresources.

Question (Bob Shockley): We have faculty on four campuses and training really shouldn't be Boca centric. In addition, in recognition of the distributed campus model could training and support also be offered online?

Answer: One of the Task Force recommendations is for both face-to-face and online support and training with support systems on all other campuses.

Question (Bob Shockley): Alison used to do a Bb class, is this an option as well?

Answer: Yes, this is why we are hiring someone to do this.

Answer (James Folkes): Faculty will be able to choose to fulfill requirements for an E-learning certificate and learn online programming. The online course will cover exactly how you would teach your online course; it will have a syllabus, objectives, and models.

Question (Dilys Schoorman): You said this is one of the President's priorities. Is it about making all faculty enhance their technical knowledge or is it we want you to move to x% of your courses online?

Answer: This is not an answerable question. I have not heard a number saying that we need x % of our courses online. If you want to teach online and you are good at it, do it; if you have no intention to teach online, don't. Online learning is another priority for student retention and one way to do it is enhancing faculty capacity.

Question (Carlos Diaz): Is there any research that correlates retention and online participation? Is there a causal relationship there?

Answer: These are two different initiatives that are related to one another but not casually related to each other. There is no specific study that I am aware of that says if a class is offered online students will do better. There are so many variables that we have to look at the variety of other variables. This is not about retention but quality of education itself. Many studies say that success rates for students are not significantly different. What we are concerned about is the class design. We want to promote active learning and not get caught in an online lecturing format. We need to come up with ways to be active learners online.

Question: Related to assessment online, is it true that people cheat more?

Answer: Research suggests that there is not a significant difference. It is how you design the assessment.

Question: (Eileen Ariza): I've done the same course on land and online. The online learning requires a different learning style and students who are independent learners.

Answer: The difference that I have found in respect to online assessment is that I don't have to curve so much. Generally the overall breath and scope of an online test is the same as on-the-ground tests. It takes awhile to get adept at this stuff. I have been doing it for six years. Every time I do it I learn something new. There is a learning curve so it will take a while**.**

Question (Deb Floyd): Is there any discussion about supporting learning communities? We've been talking about a platform for course-based learning. There is research that suggests online learning communities are another option. This is training I would be interested in. Additionally, have any university policies been discussed about how this was factored in a professor's load?

Answer: You could bring this up with the permanent person who is hired for this position.

Question (Evelyn Torrey): One of the concerns in the Teach Technology FLC group is whether the number of students per class will be increased. The current 30 students in a class is a tremendous challenge.

Answer: There is no answer. I know professors teaching 200 students on line and it is working for them depending on the kind of course and kind of materials.

Comment (Mary Lou Duffy): I did read literature that found 17 students was the optimal number of students in an online class. We need to take into consideration the difference in hours spent in preparing for face-to-face classes with the extended hours spent preparing for online classes.

Answer: It is a lot of work…ten times harder.

Answer (James Fowles): Faculty learning communities and/or Bb organizations could be used to plan across semesters. In addition professors could use portfolio files or holding places to use a community approach for planning across multiple courses.

Answer: Another nice thing about online learning is that you could save materials etc. from a previous semester on your course shell.

Question: Whose responsibility is it going to be to see how online effects our course loads?
Answer: University wide it is the policy that there not be a differential however it is up to the individual departments to make their own policies. Some colleges allow a course release to design an online course.
Question: What I'm hearing is that gathering experiences from people who have been using online software for a long time is especially helpful to scaffold new eLearning experiences for less experienced faculty.
Answer: We looked at various models outside the University for Literature to make recommendations policy. These policies will be made by the person hired for the eLearning position.
Question (Deb Floyd): Is there any possibility of getting digital drop box features to return? That is the biggest complaint that many professors have with Bb9?
Answer: I like the new Bb9 facilities for downloading assignments better. With Bb9 assignments can be attached and graded right in Bb. However, this is a good question to ask Alison.

Dean's Talking Points: Dean Bristor: Updates: Budget
- **Growth**: President Saunders talked about the BOT's approved growth projection of 36,000, or 6% growth in 6 years. One area of focus is to attract out-of-state students. A firm has been hired to reach beyond our Florida borders. Another area of focus is to grow or merge low enrolled programs.
- **University Strategic Planning**: The university strategic planning committee will consist of 50% faculty and we will have a COE point of view. Colleges are encouraged to continue strategic planning on their own. University community will look at research collaboration and community ties. Retention is another big goal of President Saunders. During this process there will be roundtable focus topics and opportunities for everyone to be part of the process.
- **FAU 50th Anniversary**: FAU will celebrate our establishment in 1961 with a 50 year anniversary. In fall FAU will be having one huge event with any profits going to student scholarships. Our college and some departments are also having anniversaries. Perhaps the COE would like to plan a celebration as well.
- **BOG state audit of degrees**: The Board of Governors will be doing a state audit of degrees system-wide (SUS). They are looking at certain threshold numbers to see if programs are efficient. The key is how many students are graduating, not enrolled. They will look at more than numbers and consider areas of concern.
- **Attitude:** President Saunders said we need to look at attitude in regards to solving student issues. Many students go straight to the president with their concerns. Faculty should try to solve student issues at the professor-student level with grace.
- **Class Capacity Numbers**: President Saunders is looking at the most efficient way to offer courses. Possible alternatives include offering larger classes with assistants/tutors. This is a rhetorical question at this time.
- **Budget**: During question and answer concerning the budget FAU was asked to think of 5% and 15% budget cut scenarios. Colleges and departments were not asked to do this but the university did have to do so. President Saunders thinks that if there are additional cuts revenue from university tuition increases will cover them. The $12 M stimulus is going away but the president feels that the status quo for the next few years is good news due to tuition increases and FTE growth that will cover the stimulus loss.
- **Search Updates:** The university search for VP of Research has narrowed to about 12 people. The Provost search, Valerie is co-chair, has a meeting scheduled in February.

Hopes are for someone to be in place by next year. The same search firm will be used as was used during last year's presidential search.

- **College Websites**: President Saunders asked colleges to check web sites. The COE's revised web site is up. If there is anything that needs attention, please notify Andres Leon.

Questions and Answers:

Question (James McLaughlin): Was there talk about growing the number of tenure track positions in relation to the approved growth trajectory?

Answer (Beverly Warde): The president's answer was that we will go where there is capacity for example the Honor's College, Engineering, with the freshmen increases (like English and science courses).

Question: Who is the representative outside of Valerie Bristor for the Provost Search Committee? Is there going to be as much faculty feedback like the presidential search firm, i.e., web site?

Answer (Valerie Bristor): I will be the only representative for COE. You can go to the web site to see the complete list of committee members. It is a dedicated committee with a nice mix of representation from across all colleges and campuses.

Question (Eileen Ariza): The FAU directory has errors for Lydia Smiley and Eileen Ariza.

Answer (Valerie Bristor): I will look into that.

Question (Carlos Diaz): In respect to an increasing student enrollment, did the president mention that she has looked at the historical trend of faculty? One other way to approach this challenge is to move resources from supporting faculty to permanent roles. The trend nationally is that full time faculty is an endangered species. I think that issue needs to be addressed.

Question (Lourdes Diaz Soto): In respect to class capacity numbers, was there any discussion about quality of the programs?

Answer (Valerie Bristor): We need to connect accreditation to this. As we have heard in past presidential speeches, searches for faculty lines have changed. This is very frustrating. However, the president did voice awareness that not every class can handle 200 students.

Question: The president has a lot of emphasis on undergraduate research; how does she plan to encourage a culture of research at FAU?

Answer (Valerie Bristor): We have to wait and see. She has not mentioned that yet; we need to start thinking about that. I will ask that we get filled in on that.

Question (Dilys Schorman): Is there money for people to apply for undergraduate research?

Comment (Don Torok): Angela Rhone has planned an undergraduate research symposium for the Davie campus for April 11, 2011. Student information will be sent out shortly as we are completing our online submission page. This symposium will follow the Boca symposium on April 2 and Graduate symposium on April 9, 2011.

- **Classroom and class schedules, COE positions** (Dean Bristor)
  - **Classroom space in Boca**. We have never had ownership of the first floor of the Education building. Rooms are assigned by a computer. COE has first preference and College of Business has second preference for these classrooms but the class capacity number is also a consideration. The final proof for the course schedule went in July for spring. A department chair can watch and if the chair notices a class being dropped he or she can immediately ask for the newly available room. Check with your chair for changes submitted after final proof but before it goes live to the students.

- **Class scheduling issues**: After final proof is in we need to use a paper form for changes. This goes to Dean's office (Valerie for Boca, Don Torok for Davie, and Eliah Watlington for the North campuses). Boca changes are the most expedient since it is the shortest relay to the registrar's office. The Dean's office keeps every form. If you see a change hasn't been made we will date it and refax it.
- **Adjunct and Student Teaching Supervisor Salaries:** Salaries haven't changed since 1995 except for supervisors. I am going to sit down with Andrew. I would like to do even a $500.00 increase. We are the lowest paying college at the university. The highest paying college is the Honors College at $7,000.00 a course.
- **COE Positions:** The position for research methodology has been approved. The position for adult education is still pending. Therefore, there are only two searched for among the nine that we did not fill. In addition, certification ombudsman advisor position reopened.
- **Retirement News:** Last but not least: on a sad note Lucy Guglielmino is retiring. However, she will be back in May for a proper good bye.

Old/Continuing Business / Updates
- **NCATE –** Bob Shockley asked the faculty to consider what do we do in this college of education that we are really proud of? What in this COE do we really do well? What do we excel in? NCATE is going to help us answer those questions…given all the uncertainties in the university, external accreditation is very important. It is important to have an external body validating the quality of what we do.

  NCATE 6 Standards:
  1) Knowledge skills and dispositions
  2) Assessment systems and unit evaluation
  3) Clinical experiences
  4) Diversity
  5) Faculty qualifications, performance, and evaluation
  6) Unit governance

  Normally they evaluate each standard in terms of a rubric specifying unacceptable/ acceptable/ and target. The protocol has changed, this year we have to select one standard that we feel that we want to pursue at target level. We need to decide as a college which one we really want to showcase. At the last meeting we approved a work plan and created committees. The assessment committee met last week. All other committees will be meeting to recommend which one of the standard to pursue. The NCATE steering committee will be making a recommendation to the executive committee and to the faculty at our next FA meeting. 2014 sounds like a long time away but we are going to be writing the report in 2012. We have to have our complete online documents room complete and available in the spring of 2013 and we are going to be reviewed in 2013 by an external review body, followed by onsite review in 2014. We will have a short amount of time to make corrections between the online review and onsite visit. The onsite visit is a much more limited review looking at weaknesses identified in external review. We need to expedite the process. It has taken a whole semester to get the committee established. We are starting the NCATE web site to share more information with you (i.e., working committees, steering committee news).

New Business
- **OASS Appreciation** (FA President, Beverly Warde). The Faculty Assembly Steering Committee would like to officially recognize the reliability and professionalism of the

OASS in the meeting minutes. The FASC expressed appreciation for making the professor's job easier. Specific praise was given for the development and implementation of an electronic data collection for assignments and evaluations in student teaching using Livetext and the training of all University Supervisors in the use of this assessment system that was developed and implemented. Special appreciation was also mentioned for Tracy Catto's job streamlining the process, making it easier for students and advisors. Praise was offered for "this great team of folks led by Deb Shepherd."

Comment (Deb Shepherd): "We enjoy working together as a team with faculty and students. As we move forward with an increase in students is important that we work together as a team."

- **Faculty Assembly Spring Election Process**: In the past, there has not been enough time between FASC nominations and the last meeting to announce newly elected officials. This year's last meeting is April 15th. Therefore, February is nomination month. We will be asking for nominations and self-nominations from February 1st -25$^{th.}$. This way the ballot will be ready before spring break and new FASC officials will be announced at the last FA meeting. Posting on the COE FA web site will let you know who has been nominated for Faculty Assembly Vice President, Secretary, and Archivist for 2011-2012.

Open Discussion:

Deb Floyd: Deb thanked FA officers and members. This year's steering committee is a great group.

Valerie Bristor: The first floor in the Education building has been replaced with polished concrete through renovation money. Plans are in the works to repaint the walls on all floors and put an electronic map and sign on the first floor.

Committee Reports:

- **COE's Strategic Planning** Penelope Fritzer: There are many opportunities to contribute to the COE's strategic planning through face-to-face or electronic methods. If you can't come to a meeting in Boca feel free to email anyone on committee. The committee spent four months hearing from various experts about their views of COE, the next step in the strategic plan is to analyze and synthesize this data through breakout groups and decide on four or five specific areas of interest. At the next meeting we will go into what can we do about our areas of focus. Next year implementation of these ideas will begin.

Valerie Bristor: Faculty should email if they cannot attend the whole group meeting, read the information and send in your thoughts. At the fall strategic planning committee you will get one piece of paper that will have a condensed version of what we want to do.

Carlos: I have a two part question. First, in regards to the departmental reports concerning the revised FEAPS, has diversity has been taken out as a standard? Second, is Rhee part of Governor Scott's new board and should we get ready for Senate Bill 6 and strong attacks on teachers to came back?

- **Tallahassee Report:** Bob Shockley: Where we are as of now in Tallahassee is that the Jeb Bush delegation is spearheading several versions of Son of Senate Bill 6. However, they seem to be listening to some stakeholders' concerns presented at House and Senate. Basically what was said is "We appreciate what you have done but we will be preparing our own version." The good news is that the House Education Committee is chaired by republican Representative Bill Proctor, with whom we have had contact. We also know Sen. Bill Montford, D-Tallahassee. Therefore, w**e** have been in touch and have open lines of communication that we didn't have last year. The bill will be similar to last year's SB 6, however it will be under a different label (SB 736). Other good news is that the Governor's Education Policy Director has not been removed.

Florida Association of Colleges of Teacher Education has a direct contact into Scott Kettle and Terry Golden who are still in place policy directors. The Florida Education Association is presenting their own version of the bill; school boards and superintendents collaborating with professors will be presenting their own versions. So, there will be a bill but we do have input in the process.

Departmental Reports (attached to end of minutes)

Announcements
- **Next Faculty Assembly Meetings - April 15, 2011, 10 am to 12. Rooms:** Boca ED 313, Jupiter, EC 202, Davie, LA 139, Port St. Lucie, MP 223

Adjourn
 FA President Warde adjourned the meeting at 12:10 p.m.

Submitted by,
Philomena Marinaccio-Eckel
Secretary, Faculty Assembly

The Faculty Assembly is an advisory body. As such, it passes along the faculty concerns, recommendations, and motions to the Dean. The Assembly does not create or prohibit programs/policies. It does, however, communicate issues to which the Dean is expected to respond.

Departmental Reports, January 2011

- **Curriculum, Culture, and Educational Inquiry Department-** Dilys Schoorman
  o   We are pleased to welcome Dr. Lourdes Diaz Soto as a tenured full professor in our Department. We are thrilled to have her on board.
  o Reminder/ Invitation to the CCEI Brown Bag series:
  January 21, 2011:
  Impact of educational research findings on educational opportunities. (Dr. Carlos Diaz)
  Florida's definition and subsequent calculations of a public high school graduate: A critical race theory analysis. (Dr. Terri Watson)
  February 18, 2011:
  Colorism in children's literature: Presence and implications for African American children. (Dr. Traci Baxley)
  Web-based learning tools: Impact on efficiency and efficacy of learning in developmental college mathematics. (Awilda Delgado, Doctoral Student)
  March 18, 2011:
  Gaggle.net: Use of student e-mail, blogs, and discussion boards integrated with standard classroom curriculum. (Cindy Harrison, Teacher, Palm Pointe Ed Research School)

- **Educational Leadership and Research Methodology Department**-Meredith Mountford
  o We have a concern that in the future those in charge of scheduling technology software changes take into account faculty schedules and that such changes not be made at the end of the academic year during a break when the university is closed. The timing of the Bb9 change caused some faculty to be frustrated by the lack of help during the break. In addition,

there was a suggestion that tutorials include practical application of new software requirements. Perhaps tutorials could be more suited to the needs of the participants and allow for professors to complete their course transfer, or other pragmatic uses of the new software, during the tutorial.
- o We would also like to announce that a research methodology position for an associate professor was approved and opened.
- o Also, a continuing concern for this department is that while extremely appreciative of the visiting and clinical lines made available to the department, a strong concern still exists in terms of the difficulty in gaining lines for tenure track associate professors who can direct or chair dissertation committees. The requirements for eligibility for associate professor and graduate faculty status has resulted in many associate and full professors supervising up to 8 plus dissertators in addition to teaching regular scheduled classes. The replacement of line professors with visiting professors unable to chair dissertations per graduate school guidelines puts departments in a "Catch-22" situation. Other department representatives shared that this is a common concern amongst departments where faculty are responsibility for dissertation proposals. It was suggested that we keep this information in mind when departments are defending programs; hiring freezes have forced professors to limit numbers for programs and degrees and the number of new doctoral students they can accept, even though most programs have far more qualified applicants for their doc programs than they can advise in a quality manner.

- **Office for Academic and Student Services**-Lorraine Cross
  - o Lorraine Cross reported that the advising position for the Jupiter campus is being closed, the description is being revised and it will be reposted.

- **Teaching and Learning Department-**Andy Brewer
  - o Changes in Florida's Educator Accomplished Practices require the department to revise CAs. One basic change to the FEAPs is that there will no longer be a distinction between levels; all teachers will be using the same criteria.
  - o There was a meeting to discuss the Broward Research Symposium on Wednesday 1/19 at 3:30 PM in ES 405. At this meeting Angela Rhone and Don Torok discussed the format and organization so that a memo can be sent out to all Broward faculty and students with the logistics of the symposium.