

COE Faculty Assembly Steering Committee

Friday, February 1, 2013 (10am-12pm)

Boca Education 356

Draft Minutes

Welcome

The meeting was called to order at 10:00 AM by COE FA President Susannah Brown.

Attendance (Alphabetical)

Ray Amirault ♦ Traci Baxley ♦ Susannah Brown ♦ Traci Catto ♦ Alyssa Gonzalez-DeHass ♦ Mary Lou Duffy ♦ Philomena Marinaccio ♦ Meredith Mountford ♦ Paul Peluso ♦ Robert Zoeller

Announcements

- *Faculty Assembly Executive Committee* (February 8, 2013 at 10am-11am.) (Meeting with Susannah Brown, Mena Marinaccio, Ray Amirault, Traci Baxley, and Dean Bristor.)
- *Faculty Assembly Steering Committee* (Friday, April 5, 2013, ED 356, 10am-12pm)

Old/Continuing Business

Approval of Minutes from October 19, 2012 FASC meeting

Philomena Marinaccio motioned for approval of the minutes. Bob Zoeller seconded the motion. After no discussion, a vote was made to accept the motion. The motion was approved by unanimous vote, with no abstentions.

Report on Dean's Executive Meeting on January 17, 2013.

There were two Executive Committee meetings since the last FASC meeting, so it was decided to focus on the major issues presented at the most recent Executive Committee meeting.

- SACS Accreditation – all faculty should be available to assist during the SACS visit.
- QEP – it has been requested that we help makes students aware of the QEP initiative.
- 2013 Graduate Assistantships – there are a limited number of these to be available, with the priority being to Teaching Assistants. Because some Departments do not make use of Teaching Assistants, this should be discussed within Departments.
- FAU website emergency contact information – each person should insure that this information is fully updated.

- E-learning overloads – if one is teaching an overload via e-learning modality for Spring 2013, please ensure that the Chair has contacted Dr. Robeson about this so that the overload can be paid out of the e-learning budget.
- Outstanding Professional Education Alumni Award (OPEAA) Award – Lorraine Cross used to chair this committee and arrange the awards event. This year the Dean will be setting up a committee for the award. There may be requests to participate, as one representative per department will serve on the OPEAA committee.

New Business

Faculty Senate Report

- The Provost and President did not attend the most recent Faculty Senate meeting.
- There was discussion concerning QEP, and how QEP could potentially affect presentation had some professors across the university complaining about the micromanaging.
- There will be no additional faculty senate meeting before the next FA, so Philomena Marinaccio will provide only a small report to the FA concerning Faculty Senate at that time.

Promotion and Tenure

- The number of required external reviewer letters is five according to the document from summer 2012.
- There has been a change to how letters are to be solicited, employing a committee from within each department to develop the list of potential reviewers for a tenure candidate. This requirement was discussed with the Union, and was partially modified to include a grandfathering period in 2012, with the requirement for five (rather than the original three) letters now applicable to those who will apply for promotion and tenure, 2013.
- An additional concern is that some faculty members are the only ones in the college working within their respective fields, and the difficulties this presents to a committee of faculty outside of those fields for developing a list of potential reviewers, was discussed. This procedural requirement could be in place for those going up for tenure in the next academic year. The College P&T Committee could address this question.
- It was suggested that we ask Cynthia Wilson to look into this and report to the Faculty Assembly on the 2/15/13 meeting.

COE Electronic Plan of Study for COE Workshop Training.

Initial training will occur the week of February 4th. This will include the setting up of templates for each Department's template requirements, what needs to be input, etc. Following this training and set-up, the other evaluators/advisors will be trained to use the system.

Review of FA Constitution and By-laws: Voting, evaluations of administration, membership

Issues concerning Section 2 of the FA Constitution:

“All full-time members of the higher education faculty of the College who hold tenure or all members who have tenure-earning positions, are voting members including those on leave of absence, sabbatical, or medical leave. This includes chairs, associate deans and deans who hold tenured or tenure-earning positions, and one elected representative of the Office of Student Services. Non-tenure earning faculty (e.g., Core Teaching

Instructors, instructors, and visiting professors) may attend Faculty Assembly and serve on committees but are not voting members.”

- In the 11/2/12 FA, it was brought up for discussion the change that had occurred of the word “including” had not been brought to a vote. Other approved versions of the COE FA Constitution are written with the word “excluding.” This can be brought up for a vote on the 2/15/13 FA meeting.
- Because of the changes impacting faculty in recent years, a series of questions regarding this paragraph have now been raised, including who may be eligible to vote, the meaning of the word “tenure” in today’s context and the Union’s representation of both tenure-line faculty and CTI’s, etc. Although this issue was brought up during the 11/2/12 meeting, FASC supports further discussion of this issue at the 2/15/13 meeting.
- It was discussed that it might be advisable to bring these and related issues up to the Faculty Assembly for open discussion at the recommendation of the FASC. These issues could then be brought back to the individual departments for discussion, and then returned to the Faculty Assembly for motions to change as deemed necessary.

Faculty Senate and Faculty Assembly Officers

- Call for Nominations for next year will occur on February 4th through February 22nd.
- There will be an announcement for elections from Ray Amirault sent through Kristy DeMeo to the College.
- Results of election must be reported by April 5th.
- On Faculty Senate, David Kumar and Deborah Floyd will be staying on. Meredith Mountford and Joe Furner’s seats will be up for reelection this year.

Summer Pay

- New proposal for summer pay provides 12.5% or a first course, and UP TO 12.5% for second course.
- This approach does not take into account rank.
- This proposal has not been ratified.
- It was suggested that Dr. Robeson be asked to present to the Faculty Assembly a discussion of this issue, as well as a budget report.
- A question on how bargaining is currently conducted was asked. It was suggested that faculty should carefully review this contract.
- It was suggested that the Faculty Assembly formally request that the Dean provide a budget report each year, including the manner in which funds being encumbered.

Other raised issues related to budget:

- Should Departmental Chairs be asked to present and explain the current budgetary situation each semester (perhaps in April and August)?
- \$300 professional development funds. The \$1,100 travel budget for conference presentations is often insufficient to cover costs for even one short trip to a professional conference. Should the relative amount provided for presenting vs. attending be adjusted?
- Consistency across departments concerning budgetary issues. Not all departments, for example, have an auxiliary account that can be used for various functions, and the use of such money is

dictated on the manner in which the specific auxiliary account has been set up. (The rules have changed, too, on how auxiliary money may be used.)

Potential Guests for 2/15/13 Faculty Assembly Meeting

- Dr. Diane Alperin, University Associate Provost – Susannah Brown will follow up after SACS visit to confirm her attendance.
- Dr. Jeffrey Anderson, Associate Vice President for Research – recommended by the Dean; how can we be supported in research. Fifteen minutes.
- Janelle Patek, Coordinator, Graduate College – Electronic Plan of Study training.
- Sheriann Namer, the new Director of Development and Outreach. Will not be available to meet with us that day, but we should know who she is. We will announce her, but she will not be available to visit.

Additional Agenda Items Dean's Talking Points

- The OSU Market Equity Report (located on the COE FA web under minutes) was last done in 2010, but requested in FA that current data from OSU be made available to complete a new report. It is important that this document be distributed as it makes the case for budget transparency and allowing data to guide decisions about the budget.
- New COE FA letterhead that has been approved, and has gone through all the appropriate approval and branding channels, will be presented. At the suggestion of the FASC, Susannah Brown will contact Teresa Crane and request a new photograph to be used featuring another angle of the COE building.
- Budget/budget transparency/auxiliary accounts, etc. and reports to FA.
- How to increase enrollment numbers on all campuses.

Departmental Reports

Communication Sciences and Disorders

No additional report at this time.

Counselor Education

Effective 2/1/13, Irene Johnson is stepping down as Chair, and effective 2/4/13, Paul Peluso will be stepping in as Interim Chair.

Curriculum, Culture, and Educational Inquiry

Two positions are currently in the search process:

- Chair
- TSOL (Full Professor)

Educational Leadership and Research Methodology

No additional report at this time.

Exceptional Student Ed

No additional report at this time.

Exercise Science & Health Promotion

No additional report at this time.

Office for Academic and Student Services

Two events to announce:

- Campus Days (Info Sessions lead by Office of Admissions) – March 1 and March 22, 2103
- Saturday Open House – April 6th, 2013

Teaching and Learning

No additional report at this time.

Adjournment

Susannah Brown adjourned the meeting at 12:05pm.

Submitted by Ray Amirault, COE FA Secretary.