

Agenda

for Faculty Assembly Steering Committee Meeting –
January 13, 2006

Welcome

Recognition of Members

Old Business

1. Reporting Forms
2. Constitutional revision for membership motions required (**need volunteer** to do wording)-Needs to occur before January 27

New Business

3. Faculty Assembly Retreat – Deb Harris
 - a. Dates under consideration: February 10, 17, 24, or March 17
 - b. Locations- Live Oak or Lifelong Learning Center, Boca
 - c. Focus
 - Professional development via round table discussions: Faculty assignments and evaluations, promotion and tenure issues, full professor role as mentors, third year reviews, grant support, wording choices for promotion, surviving overload
 - d. **Need volunteers to assist**
4. Motions from the Floor or from Reporting Forms-Valerie Bristor
 - a. Motion Title: Overall Rating for the College of Education Annual Evaluation

The College of Education Annual Evaluation will contain an "overall" rating (Excellent–Good–Satisfactory–Fair–Poor) with Department Chair comments/suggestions.

To determine the Overall rating, a Chair will take into account the ratings of each evaluation category (Teaching, Scholarship, Service), as well as special factors that have influenced a faculty member's performance. Categorical ratings will hold approximate equivalent value but need not equate to a calculated mean.

The Overall rating will take effect beginning with the 2005-2006 Academic year.

- b. Motion title: Rubrics for College of Education Annual Evaluation

The College of Education Executive Committee recommends the commissioning of a Task Force on Faculty Evaluation. The Task Force will be charged with, but not limited to, the development of an evaluation rubric for the three categories – teaching, scholarship, service – that is aligned to the levels of faculty performance.

- c. Other motions possible
 - Strategic Plan objectives for the College of Education document

- Conceptual framework for the college? **Question:** *Faculty input has been given but where is Faculty Assembly voice? Has Ethics Committee approved the conceptual framework? Does this require a Faculty Assembly motion?*
 - Policies and Procedures Manual. **Question:** *Does Steering Committee need to vote on changes to take motion to Faculty Assembly?*
5. Departmental Reports (Reports if needed)
- a. Communications Science and Disorders
 - b. Counselor Education
 - c. Educational Leadership
 - d. Exceptional Student Education
 - e. Exercise Science and Health Promotion
 - f. Instructional Technology and Research
 - g. Teacher Education
6. Committee Reports: Standing and Ad Hoc (Reports if needed)
- a. Democratic Decision-making-Carlos Diaz
 - b. Equity and Work Life-Deborah Floyd
 - Distribution of Market Equity. Report at Faculty Assembly.
 - c. Research-Mike Whitehurst
 - New Policy for Due Process with Graduate Research
 - d. Ethics-Jennifer Sughrue
7. Work in Progress by Leadership Team. **Assistance STILL needed.**
- a. Faculty Assignment could have a significant impact on the life of the faculty. **Question:** *What is our role and how can Faculty Assembly Steering Committee be assured that faculty is being well served?*
 - b. Constitution revision. Section 2. Membership: *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 except those on leave of absence, sabbatical, or medical leave. This includes chairs, associate deans and deans who hold tenured or tenure-earning positions. Question: Will select members of the Steering Committee suggest new wording for a motion based on changes with membership?*
 - c. Faculty Assembly Calendar, MyFAU Group Site, Revision of website: <http://www.coe.fau.edu/faculty/faculty%2Dassembly/>-Joe Furner and Bob Zoeller.
 - d. Current roles exist for Committees. **Question:** *Do new charges need to be given to these committees?*
 - The Connections Committee. Purpose is to foster intellectual dialogue and to facilitate faculty collegiality and sharing of research.
 - Democratic Decision-Making & Communication Committee. Purpose is to review processes and procedures relative to democratic governance and communication, and to make recommendations accordingly.
 - Equity & Work Life Committee. Purpose is to review issues related to diversity, equity in assignments and salary, and ethics, and to make recommendations accordingly.
 - Research Committee. Purpose is to conduct research and provide data to assist Faculty Assembly decision-making.
 - e. Need a survey to go out to the Faculty. **Need a volunteer.** Possible questions:
 - Are you please with the service provided by Faculty Assembly at this juncture?

- Do you have suggestions as to how we can improve our service to the faculty at this time?
- Are you interested in having a Faculty Retreat? If yes, what topics would be more valuable? If yes, what campus or location is preferred? Please list three main topics or issues you would like the retreat to focus on.
- If yes, do you prefer to have speakers or discussion groups or round tables or open forums/colloquiums on main issues?

8. Dean's Talking Points

- a. Previous items have been addressed in writing
- b. Are there new items for the Dean to address?
 - Concerns are being voiced at the departmental levels concerning what happens to lines when people leave or those lines are not being filled. *Is this still a work in progress?*

9. Announcements: News of Interest

- a. Search Committee to be created for Eminent Chair of Community Education-David Kumar will present at Faculty Assembly
 - Will have departmental representation
 - Will have outside college and outside university persons on search committee
 - Procedure for New Hiring of Eminent Chair. David Kumar, David Rutherford, and Valerie Bryan are identifying the elements in this search process.
- b. Master calendar for COE meetings has been created. Faculty Assembly meetings were not added to the calendar.
- c. New Procedure for Tracking Administrative Funding Requests for Grants has been created
- d. Proposed Amendment to UFS Constitution to Create a University Graduate Council- Jennifer Sughrue

Open Discussion
Adjourn

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.
