

Minutes of Faculty Assembly Steering Committee - August 29th 2003

The first meeting of the Steering Committee was held on August 29th, 2003, at the Melby Center (Department of Educational Leadership) from 10 a.m. to 12:15. 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, Paul Peluso and Yusra Visser.

Michele welcomed everybody and we then each introduced ourselves. Next, Michele reviewed the work/ thinking that she, Perry and Dilys had done over the summer, emphasizing the importance of action follow-through, and results. She also summarized the significant outcomes of the meeting she and Dilys had with the dean on 8/26, especially noting *the agreement to a joint chair position on the salary equity committee and at-large-members who would represent faculty assembly.*

Ad Hoc Committees

The committee reviewed the names of those who had volunteered to serve on all ad hoc committees and finalized the following:

Salary equity committee: Perry Schoon, as a representative of Faculty Assembly and the Steering Committee would co-chair the committee with Deena Wener. Other faculty Assembly Representatives would be: Joe O'Kroy, Allison Ford and Alyssa Gonzalez.

Equity in Assignments Committee: Ira Bogotch, Joan Lindgren, Angela Rhone, Dilys Schoorman (Representing the Steering Committee) Lydia Smiley, Bob Zoeller

Democratic Decision Making and Communication Committee: Mary Lou Caldwell, Carlos Diaz, Rose Gatens, Toni Kirkwood, Pat Maslin-Ostrowski, Don Ploger

Social Life Committee: Ira Bogotch, Joan Lindgren, Larry Kontosh, Alex Miranda, Lydia Smiley, Sally Robison

It was noted that it was important to have a steering committee member on each of the first three committees. We decided to leave all volunteers on the social life committee (assuming that there would be a variety of tasks that could be undertaken throughout the year by this committee.) Michele emphasized the need for transparency of process. It was noted that all committees should elect their chair, come up with their goals and action plans based on input from the faculty, specify a timeline of action and prepare to report to the faculty at assembly meetings. Further, each sub-committee can post their minutes when the web site is set up so that everyone is aware of the progress they are making.

Meeting dates/ times

Noting the variety of responses on the faculty survey with regard to meeting dates and times, the committee decided to stay with Friday mornings as a meeting time for faculty Assembly. The option to hold meeting on other campuses (especially MacArthur) was raised, as well as the option (or lack thereof!) of a technologically mediated meeting (e.g.

video conference.) The possibility of "piggybacking" Faculty Assembly with a brown bag lunch or other social activity was mentioned. Michele also noted that the dean had suggested that we meet in the Palm Room, which would allow for refreshments and greater ease of movement for small group discussion.

The following dates were identified for meetings.

Faculty Assembly

October 17th - 10.30-12.30

December 3rd - 10.30-12.30 (or the day on which the COE Holiday Party will be held)

January 30th 2004

March 26th 2004

Steering Committee

October 3rd 10-12

November 21st 10-12

January 16th 2004

March 5th 2004

Members noted that notices of meeting times and dates should go out early and often. We also agreed that the department representatives should also remind their faculty through e-mails and announcements at department meetings.

Emerging issues

Three issues were raised. Deb suggested that the survey be repeated towards the end of the academic year (when faculty were still around!) and Dilys agreed noting that a faculty member had suggested that it could be used to document the faculty governance standard for NCATE.

Concerns about the search process were raised. Mike proposed (Perry seconded) that we ask the dean that advertisements for positions go out no later than the end of October. There was unanimous agreement that this was a high priority and should be addressed immediately. It was also agreed that an opportunity for de-briefing about the search process should take place. It was generally agreed that Faculty Assembly could take the lead on this.

The third concern was the issue of entrepreneurship, where specific departments engaged in entrepreneurial activity but were not allowed a share in the revenues generated. It was resolved that Faculty Assembly would approach the dean with the suggestion that the Steering Committee would be willing to come up with a formula that would specify how such revenues were to be divided.

Michele noted that she and Dilys had informed the dean that some faculty members still did not have the equipment and support required to do their work. She also reported that the dean had followed up on this at the Executive Committee meeting. The concern was raised about new faculty members being upbraided about perceived "complaints" in this

regard. The committee agreed to gather more facts on this issue. The department representatives who were new were requested to keep in touch with the newcomers so that the Steering Committee could be kept aware of ongoing concerns.

The decisions on an agenda for the next faculty meeting was tabled to the next steering committee meeting.

The issues to be taken up with the dean following this Steering Committee meeting were:

- That positions for next year be advertised by late October
- The need for a formula for the distribution of revenues earned through departmental entrepreneurial activity
- Information on the dates for Faculty Assembly meetings

The meeting was then adjourned.

Submitted by: Dilys Schoorman
Secretary