

Dorothy F. Schmidt College of Arts & Letters, FAU
Faculty Assembly Minutes
October 12th, 2020 | 11:30 a.m. – 12:50 p.m.
WebEx Remote Meeting due to COVID-19 | 54 (Peak) Faculty Attended

11:30 a.m.

Welcome/Faculty Assembly Chair's Report/Consideration of Minutes

Mauricio Almonte - Faculty Assembly Chair

- Meeting called to order.
- Approval of 09.14.20 minutes. Minutes approved.
- Update of Senators allotted to Faculty Senate. We have 251 faculty members. We should have additional senators next year. There will be no increase this year. There should be 6 senators up for election at the end of the 2020-2021 academic year. 1 senator for every 20 full-time faculty members. We should have 12 for UFS next academic year.
- Kevin Wagner – The change/increase in faculty in the College (addition of Public Admin. and ARCH) allows us to add senators. The Steering Committee decided that this could be counted in January with elections held in spring to begin 2021-2022.
- Clarence Brooks has been elected as interim Chair to the College Committee on Diversity and Inclusion for 2020-2021.
- Action item for a vote on ad-hoc committee on Curricular Accessibility. This would be a focus group with 10-15 current students and alumni, SAS, and faculty. They will look at course syllabi volunteered by faculty to be reviewed with suggested modifications for students registered with SAS.
- Seeking to explore feasible ways in which faculty of the College of Arts and Letters can further facilitate the academic success of students registered with Student Accessibility Services, SAS, the Faculty Assembly hereby creates an ad hoc Committee on Curricular Accessibility, to be co-chaired by Dr. Sheryl Gifford, University Instructor in the Department of English and former Master Teacher for our College, and SAS Director Michelle Shaw, and to perform the duties detailed herein during AY 2020-21. This was also run by CUPC and approved.

The Committee shall:

- Consists of no more than ten voting faculty members from the College of Arts and Letters, along with equal or a greater number of current and former students registered with SAS;
- Solicit syllabi for general feedback, guaranteeing that only volunteered syllabi are reviewed;
- As a focus group, complete its review work no later than March 2021;
- Deliver, during the last or next-to-last Faculty Assembly meeting of AY 2020-21, a detailed report of its findings (general feedback, nonbinding suggestions/recommendations).
- The Faculty Assembly strongly encourages all those interested in joining the committee to contact Director Shaw

(mshaw@health.fau.edu) and Dr. Gifford (sgifford@fau.edu) no later than November 1st, 2020.

- Michelle Shaw is looking forward to working with faculty.
- A motion was made to vote on the item. The vote was unanimous, 48-0. (48 is the number of faculty in attendance at the time the vote was taken and therefore is in contrast to the peak attendance of 54 listed in the header of the minutes.)
- There should be an announcement soon from SAS with an invite asking faculty to volunteer syllabi.

11:50 a.m.

Dean's Report

Michael Horswell, Ph.D. - Dean of Arts and Letters

- There is some fatigue among faculty with remote instruction. Dean Horswell announces his appreciation of all that's being done.
- Spring 2021 plans to go to 50% in-person instruction, a jump from 25% implemented for fall 2020. It appears that the College has met 50%.
- AWA forms have been dealt with. There are a few that still need approval or adjustments. There appears to be 50% of faculty that look to use AWA. There could be some instruction outdoors under tents and/or canopies as COVID-19 is still very fluid.
- The Dean's office has got a lot of grant applications out the door. The Dean's office would like to continue supporting conferences and exhibitions. There will be second round of calls for research funding from the College. SCAF is now open.
- Research Thursdays, podcasts, etc., from College are good news stories.
- Philanthropy report: Arthur Gutterman agreed to donate to CHHRE.
- \$50000 x 2 gifts to the Theatre Lab. Also raising funds for the University Theater. There should be new seats in the theater by the end of the term.
- A new series of videos are being done to target alumni.
- COVID-19 has forced the galleries to have a series of virtual exhibitions.
- There are discussions about projects for the Kinnon Trust Foundation.
- There is discussion of secondary education projects.
- Midterm grades are due for 1000, 2000, and 3000 level course.
- Fort Lauderdale campus is moving forward.
- Budget wise, there is no further information.

Questions & Comments

- Q: Has the schedule for spring 2021 been set?
- A: Yes, a few rooms however still need to be reserved.
- Q: Will P&T continue on schedule?
- A: Yes. Although there have been a few postponements.
- Q: Will there be extra funding?
- A: Yes, there is some that need approvals. Likely travel freezes will remain through the rest of the year.

- Q: Will there be modification or relief from Annual Performance requirements due to extra time required for teaching?
- A: Taking it to Dean's council later this month for discussion. Wants it to be a university level issue.
- Q: If we are the only college that does something, would that put us at a disadvantage?
- A: Chairs always have discretion anyways. But larger more formal change needs to come from university at large.

12:10 p.m.

For the Good of the College

Mauricio Almonte - Faculty Assembly Chair

- Bumped up due to Ed Pratt and Russ Ivy running a few minutes late.
- Chief of Police will be at November or December meeting.
- Anyone interested in serving on Graduate Council? Need a replacement for Dr. Cliff Brown. Please send an email to Mauricio or Shane.
- Discussion of plagiarism will be followed up on in the spring. We passed the request along and await information.

Questions & Comments

- Q: For Chief of Police visit, will there be a preconference to prepare him, versus last year when his visit was problematic and upsetting to many?
- A: Yes, Steering will meet with him first. We had planned to do as much last semester, but everything else (COVID-19) happened. If anyone is interested in being at the Steering to help with this, please feel free to let us know.

12:15 p.m.

Guest Speakers

Ed Pratt, Ph.D. - Dean of Undergraduate Studies

Russ Ivy, Ph.D. - Associate Provost for Academic Programs and Assessment

Questions & Comments

- Q: Are all minors absolutely required to have nine hours of upper division course work?
- A: Dean Pratt: It has always been required by UUPC but we were not enforcing it. Anything that was approved before will be grandfathered in. UUPC rules already say that minors have to have 12 credit hours and 9 have to be upper division. It isn't new but now it will be enforced.
- Q: Is this related to SACs certification?
- A: Dean Pratt: I don't think so, it's just so that we are consistent with our rules for majors and minors.
- Dean Pratt: Trying to drum up support for the next quality enhancement plan (QEP). It has been 10 years since the last one. SACs wants us to go through another round.
- Faculty and staff can go to the FAU home page and type in QEP to see all of the information that we need. Dr. Carol Mills is the Arts and Letters rep.

- Topics should be selected by May 1st of next year. So far we have gotten the website up and running, as well as data and timeline and committee members on the website. Surveys are going to employers, alumni, faculty, and students this month.
- Description here: <https://www.fau.edu/provost/qep.php>
- Topics from other Universities are posted there too. Some deal with student support, advising, undergraduate research, a student's employability. There is a lot of information on the website so please refer to that. We will put out a call to faculty around December 1st, 2020 for faculty to put out pre-proposals. End of January 2021 we will pick 3-4 finalists to write longer proposals. By the end of April 2021 those will be presented to the faculty and a decision will be made for the next QEP topic. The President, Provost, etc., will make final decisions. SACs wants to see commitment from the administration. Decisions will be made by May 2021.
- Look at undergraduate research and how successful we have become. We encourage collaborations across the university. Reach out to Ed Pratt or Russ Ivy with questions.
- Russ Ivy: Reach out to us or Carol or Maryanne Gosser.
- Kelly Shannon/Michael Horswell: PJHR leadership looking at issues of systemic changes in the university around racism and becoming antiracist. Could this fold into a QEP? Would that be an acceptable proposal?
- Ed Pratt: Diversity Equity and Inclusion across the curriculum at UUPC today. So that is coming to colleges and departments. For IFP and every program at the university. Not every course but every student graduating from FAU would have that as part of their program.

Questions & Comments

- Q: What does that timeline look like after May?
- A: Russ Ivy: After the May deadline a group will work with Provost Office. Paperwork should be in by 2023. Ideas should be developed by then. 2024 is the reaffirmation. Paperwork is being worked on 2022-2023.

12:35 p.m.

Motion to Adjourn

- Motion to adjourn.
- Faculty Assembly Adjourned.

DFSCAL FA Minutes recorded/submitted by:

Prof. S. C. Eason, Secretary & Prof. Meredith Ellis, Vice-Chair

Dorothy F. Schmidt College of Arts and Letters, Florida Atlantic University