

**College of Education
Faculty Assembly Meeting
Friday, November 7, 2008
10:00-12:00**

Minutes

Welcome/Sign In

President Warde called the meeting to order at 10:15a.m.

Attendees

CCEI- James McLaughlin, Dilys Schoorman, Roberta Weber

Dean's Office- Valerie Bristol, Donald Torok

EL- Valerie Bryan, Dan Morris, Patricia Maslin-Ostrowski, Robert Shockley, Anthony Townsend

ES&HP- Robert Zoeller

ESE- Beverly Warde

OASS- Lorraine Cross, Deborah Shepherd

Teaching and Learning- Ernest Brewer, Susannah Brown, Joseph Furner, Alyssa Gonzalez-DeHass, Patricia Heydet-Kirsch, Joan Lindgren, Don Ploger

Guests- Andrew Robeson, Dean Barry Rosson,

Approval of Minutes

There was no vote on either the April 11, 2008 minutes or the September 19, 2008 minutes because the attendance did not reach 30%, which is needed for a quorum.

Dean's Talking Points- Interim Dean Bristol

- Budget

Interim Dean Bristol spoke to the topic of the budget. Things have not changed since the last Faculty Assembly meeting. FAU is waiting for the Florida's Revenue Estimating Conference, elections, and the legislative session. The Provost and Ken Jessel are trying to meet with President Brogan to come up with strategies for additional budget cuts. There is an additional 4% that has to go back to Tallahassee for the 2008-2009 fiscal years. However, we do have some money set aside for summer instruction. The plan is to offer 2 courses to faculty this summer. If the state does come back for additional money, we will have to review option C which was presented at the special March 14, 2008 meeting. We do currently have some auxiliary money. The administration has said they will keep us informed. It is predicted that for 2009-2010 we will have at least an additional 7% cut, so we will have to work together at the department and the college levels.

- Academic Program Review

Every year each college must submit an annual report which includes an analysis of the Departmental Dashboard Indicators (DDI). Under Florida Board of Governors Regulation 6C-8.015 adopted March 29, 2007, all academic Degree programs in State universities must be reviewed at least every seven

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years.

Academic program review at FAU is composed of three elements:

- Self-study by the program's department
- Review by the Provost
- Presentation of program review to Board of Trustees for their approval.

Program review includes a description of the mission and purpose of the program; findings, recommendations and major changes made from the last program review; the programs' performance in instruction, research and service; other program goals; identification of strengths and weaknesses, resource needs; and evidence of student learning and program improvement. Program Review Summary Reports are provided to the BOG through an electronic standardized template.

The College of Education had only a "limited" review in 2006 since the NCATE/DOE visit would not be until spring 2007. The Interim Dean, the Associate Deans, and Director of Assessment and Program and Evaluation used evidence from the NCATE/DOE accreditation reports in addition to the DDI information from FAU to create a Power Point presentation for the BOT. Interim Dean Bristor wants to thank the faculty because the data shows that we are doing very well in spite of financial obstacles; this is mostly due in part to everyone working together. The last two slides of the Power Point have positive accomplishments of our students.

- Mentoring

There is a task force is being put together on Faculty Mentoring. Deborah Shepherd will be the point person for the task force. If faculty has any suggestions about mentoring, or interest in being on the Task Force, they are encouraged to get in touch with Deborah Shepherd.

- Questions for the Interim Dean

Since the BOT is impressed with our Program Approval work, can we get their approval in writing?

There are minutes from the meeting in which the comments were made.

If not, can we request positive comments?

The Interim Dean agrees that getting the positive comments on paper is a good idea and will try to get the comments.

Do you get the idea that FTE is still important?

Yes, it is still important. However, the administration does not want us to get too much FTE. This is referred to as corridors; not too low FTE, and not too high FTE. In the spring, each department should identify priorities and compare these priorities to the College priorities.

Old/Continuing Business

- **Update on Dean search** – Dr. Barry Rosson
Graduate College Dean and College of Education Dean Search Committee Chair
Barry Rosson spoke to the College of Education Dean's search.

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The Search Committee met October 29. The meeting was to discuss schedules, committees, ads, and timelines. First and foremost was to ensure communication with the faculty, staff, and students of the College of Education. Glenn Thomas will put approved minutes from every meeting on the College of Education website. Kristi Keon had to resign and Gracie Diaz is the new external member. Advertisements have gone out to key places. Print versions have gone out (*The Chronicle*, FAU Website). There are two inquiries by phone and one internal nomination. These candidates will still have to apply and go through the search process. The job posting has a close date of December 1, but will stay open until filled. The committee suspects that there will be a large number of applicants. A candidate can immediately be vetoed by a two-thirds vote. After that, faculty and staff can make comments about remaining candidates until December 12. All comments will be gathered by December 23. These comments will be discussed by the committee and studied by December 26. Then, there will be a two-week time frame for phone interviews. By January 29, the committee will decide finalists. These names will go to the Provost for approval. Once the Provost gives approval, announcements will be made of the finalists and all candidates' vita will be made available. Then there will be a discussion about timelines. February appears to be a good month for interviews. The target date is March 10 for the synthesis report for each finalist. There is no set number of synthesis reports for the candidates.

- **Questions for Graduate Dean Rosson**
Can we assume there are no budgetary constraints, so we can attract top-line recruits? Budget is not an issue. It became a discussion at the last meeting. Dean Rosson feels that there will be no ceiling on salary, as it will be negotiated. Dean Rosson stated that the candidates that make it to the interview round will be treated very well (i.e., nice hotel, good meals) and made to feel special. No budget restrictions on the interview round.
- **Election of new FA archivist**
Alyssa Gonzalez-DeHass was elected Archivist. She has updated the Steering Committee content and uploaded the approved minutes on the College of Education website.
- **Update on P & T issues – Pat Maslin Ostrowski**
Pat Maslin Ostrowski gave the report for the P&T committee.
 - P&T is in full session. The members are: Greg Brigman, Counselor Education; Gail Burnaford, Curriculum, Culture and Educational Inquiry; Pat Maslin Ostrowski, Educational Leadership; Cynthia Wilson, Exceptional Student Education; Ray Cafolla, Teaching and Learning; Michael Whitehurst, Exercise Science and Health Promotion; and Dale Williams, Communication Sciences and Disorders. There are currently five candidates for tenure and seven candidates for full professor. By Thanksgiving, the P&T committee reports to the Interim Dean, then the Interim Dean will follow the rest of the P&T progression.
 - The Faculty assembly voted at the April 11, 2008 meeting for the College of Education P&T Committee to meet with Provost Pritchard this fall to continue the dialogue about college promotion and tenure criteria, and the meeting was organized

to do so. Diane Alperin, Associate Provost, was also present, along with Valerie Bristor, Interim Dean.

The provost and associate provost have met with all the deans regarding standards and criteria. The provost has convened a university-wide committee to review the university principles. Each college dean has nominated 3 faculty members to serve; one faculty from each college representing different ranks will be selected. The committee is expected to meet the entire year to review P&T from a university perspective.

The provost said that the College of Education procedures are in good shape and that it is the indicators or criteria that he would like to be reviewed. He said to consider the standard or expectation within a criterion. To help explain, he gave the example of how the college currently uses chair of a doctoral committee as one indicator of excellence in the category of teaching; and asked, "what if you did a lousy job?" He would appreciate some clarification. It was mentioned that it is important to be clear about quantity of publications expected during a certain time period, as well as being clear about how publications are rated. Some departments across the university rank journals in their field for example tier one and tier two. It was suggested that we may want to narrow indicators, for example in the area of research and scholarship there are 25 indicators: maybe 20 or 15 would be sufficient.

We were reminded of the importance of taking annual assignment into consideration when assessing a portfolio.

The relationship of criteria across departments, the college and university was discussed. Each college may approach this differently, for example in the College of Nursing there are no departments. The College of Education has recently restructured its departments so those departments, in particular, may want to reexamine the college criteria.

The provost said that a key part of tenure is collegiality and how the individual is engaged in tasks to help support the department. This form of service is distinguishable from other forms, such as serving on editorial boards or being an officer of a national organization.

The associate provost mentioned that in the California state system, unlike FAU, non-tenured faculty participates in the P&T discussion regarding the vote at the department level.

The P&T committee reported to the Faculty Assembly how the provost is concerned and that because the College has restructured departments, recommended that this discussion continue with faculty at the departmental level. It is possible that individual departments will choose to establish criteria specific to their programs. Faculty discussed the recommendation. Maybe it is time we look at college-wide and departmental criteria. President Warde will discuss with the department chairs the plan to consider departmental and college P&T guidelines. It was agreed that we will work in departments to discuss the departmental level and college P&T requirements. All comments and considerations should be given to the department P & T representative who will report to the P&T committee by March 1, 2009. The Committee will then review the department feedback and report to the Faculty Assembly at the April meeting.

- **Statement of Principles from College Climate Survey Action Plan**
Because of lack of quorum, the vote on the Statement of Principles will be done electronically. President Warde will facilitate with Steve Diaz.
- **FA Committees**
As of the 2006 constitution we have four committees:
The DDC, in which Carlos Diaz is the chair, is active.
The Market Equity Committee, in which Deb Floyd was the last chair, is inactive.
The Market Equity Committee has not met in the last two years, because there is no faculty equity money to distribute, which was the purpose of the Committee.
The Research Committee never met and was merged into the College of Education research committee.
Connections which is inactive but Faculty Assembly Steering Committee proposes to reactivate.

New Business

- **Online Faculty Resource Guide** / Opportunity for junior faculty service
The Faculty Assembly Steering Committee proposes to create an on-line faculty resource. This on-line resource would give information to adjuncts, new faculty, and existing faculty that is in addition to the Faculty Handbook. It is envisioned that the faculty resource guide would have information for contacts at every campus, information on technology, parking, and places of interest. This would be taken on by the reactivated Connections committee. The idea is that junior faculty can create and upkeep the on-line resource guide. This will offer junior faculty service opportunities at the college level. The Connections committee will need a Chair and membership.
- **FA Constitution**
Because of the differing versions of the Constitution, the Faculty Assembly Steering Committee will update the Constitution and move it to the College of Education Faculty Assembly website.
- **College of Education Faculty Assembly Website**
Approved Steering Committee minutes, The Constitution, Faculty Assembly members, and approved Faculty Assembly minutes will be placed on the College of Education Faculty Assembly website.
The Faculty Assembly Secretary will work on getting a College of Education list serve so as to e-mail faculty directly.
The Faculty On-Line Resource guide created by the Connections committee will be placed on the College of Education Faculty Assembly Website.

Departmental Reports

CCEI- Two new programs in progress: Masters of Education in Early Childhood and a Masters of Arts in Bilingual Education.

CE- No Report

CS&D- No Report

EL- Educational Leadership is in the process of changing curriculum, in particular at core leadership courses. They are also working on the K-12 leadership certification program. The curriculum is going through major revamping and they will be submitting the courses to the Graduate Program Committee for approval soon.

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ES&HP-Moving forward with the physical move from the Davie campus to the Boca campus. The labs will be moved during spring break 2009. The entire program should be moved to Boca campus by summer 2009. They will be located in the facilities vacated by Campus Recreations. Their offices will be located in former baseball offices and in the gym.

ESE- They are putting a “ton” of courses through curriculum coordination. They are revamping the program, the majority of changes deal with the elimination of prerequisite courses.

OASS-They are still servicing students during renovations. The faculty is invited to visit OASS and see the progress.

T&L- No report

Committee Reports

No Reports

Announcements

- **Ballot regarding the Graduate College Policies and Procedures**

Many have received a **ballot regarding the Graduate College Policies and Procedures**. Many COE faculty had concerns about how it was written. A number of representatives have concerns. Bob Zoeller reminded the Assembly that the Faculty Assembly unanimously voted the document down. The University Senate did agree with the document, but against the wishes of the College of Education \ Faculty Assembly representatives. The College was to vote on the document. this. We are reminded that only 10% of the faculty need to vote and only 2/3 of that 10% to pass.

- **The College of Education faculty party** is Thursday, December 4 at 4:00p.m. It will be held at Henderson. An e-mail will be sent out before the party.

Open Discussion

No open discussion.

Adjourn

The meeting was adjourned at 11:29a.m. by President Warde

Future Faculty Assembly Meetings / Steering Committee Meetings

- **Steering Committee - January 16, 2009 10-12**
- **Faculty Assembly Meeting – January 30, 2009 10-12**
- **Steering Committee – April 3, 2009 10-12**
- **Faculty Assembly Meeting – April 17, 2009 10-12**

Submitted by,
Ernest Andrew Brewer
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.