

**COE FACULTY ASSEMBLY MINUTES**

January 30, 2015

Meeting locations: Boca Campus - ED 313, Davie Campus - LA 148 (teleconferenced), Jupiter Campus - EC 202C (teleconferenced)

Attendance:

<u>Curriculum, Culture, and Educational Inquiry</u> Drs. Bhagwanji, Ramirez, Gatens, Sembiante	<u>Counselor Education</u> Drs. Peluso, Emelianchik-Key	<u>Dean's Office</u> Drs. Bristor, Torok
<u>Communication Sciences and Disorders</u> Drs. Keintz, Tessel	<u>Educational Leadership and Research Methodology</u> Drs. Bryan, Morris, Mountford, Vasquez, Shockley	<u>Exceptional Student Education</u> Drs. Brady, Ramasamy
<u>Exercise Science and Health Promotion</u> Dr. Zoeller	<u>Office of Academic and Student Services</u> Ms. Catto	<u>Teaching and Learning</u> Drs. Ariza, Ridener, Marinaccio, Musgrove, Powers, Willems

Guest: Dr. Jennifer Peluso (Assistant Provost for Student Success)

**WELCOME NOTE** (FA President, Dr. Meredith Mountford)

Called meeting to order at 10:01 am

Dr. Ramasamy will serve as Parliamentarian

Next meeting date is March 20, 2015 – meeting room is LA 148 for Davie Campus

Approval of November 2014 Faculty Assembly minutes

Motion made by Dr. Paul Peluso, seconded by Dr. Keintz; *unanimously approved*

Note of thanks to Dean Bristor for food and professional development travel funds

Dr. Marinaccio is COE Team Captain for Owl's Nest Society Campaign – note of thanks extended to those who have contributed

Congratulations were extended to Drs. Ridener and Bristor (Principal Investigators) for receiving a Race to the Top initiative grant; Dr. Ridener expressed the grant as an opportunity to collaborate with Palm Beach and Broward Counties to revise preparation programs and support district by aligning assessment tools in the next three years; the grant will help establish the Center for Excellence for Elementary Teacher Preparation, with some goals being better preparation of stronger teacher candidates and improved retention rates

UFF is accepting nominations for senators; membership forms are available interested if you are in joining  
Departmental reports are available; please see handout

**CONTINUING BUSINESS**

**United Faculty of Florida (UFF-FAU) report** (Dr. Zoeller)

Agreed to be president next year; reported that membership is at all-time high at 42% and the UFF-FAU website is being updated. In collective bargaining, (a) paid parental leave issue is being negotiated, with new language to be proposed; (b) no increase in salaries is likely again this year as there is no longer any talk about it with the university administration; and (c) tuition forgiveness for faculty children is under study. Also, UFF-FAU supports the sexual harassment training, but issue is linking the training to annual evaluation; while the administration has a right to change annual assignments, it was not appropriate for the request to be delivered through an email blast. The UFF-FAU will be consulting with President Kelly soon; please submit/notify any issues or concerns to Dr. Zoeller

**University Faculty Senate (UFS) report** (Dr. Marinaccio)

In an effort to increase student success, eligible students may receive credit forgiveness and repeat courses without hurting their GPAs

School of Business proposed minor was tabled

**Motion to revise the COE FA Constitution** was made by Dr. Mountford and seconded by Dr. Zoeller. The motion follows:

## Motion to revise FA Constitution re: Section 3A The officers and Section 6A Steering Committee

### Section 3. Officers and Election Procedures of Officers

#### A. The Officers

##### 1. The President

**Add:** f. If selected by the Steering Committee, the President will serve as one of the College of Education seats on the University Senate (see Section 6.A.6)

##### 2. The Vice-President

**Change from:** b. The Vice-President will serve as one of the College of Education seats on the University Senate

**To:** b. If selected by the Steering Committee, the Vice-President will serve as one of the College of Education seats on the University Senate (see Section 6.A.6); if not selected by the Steering Committee, the Vice-President shall accompany the President to all Senate meetings

### Section 6. Committees

#### A. Steering Committee

**Add:** 6. The Steering Committee will determine whether the FA President or FA Vice President will serve on the University Faculty Senate (see Sections 3.A.1.f and 3.A.2.b)

*The motion was unanimously approved.*

## **NEW BUSINESS**

### **Faculty Assembly Steering Committee (FASC)**

Departments are requested to determine their FASC reps for 2015/2016; please send names to Dr. Mountford or Dr. Bhagwanji by the end of February 2015

### **Faculty Assembly Executive Team**

Nominations sought for Vice President, Secretary, and Archivist; please send nominee names to Dr. Mountford or Dr. Bhagwanji; the election will be held in the first two weeks of March 2015 and results will be shared at the March 20, 2015, FA meeting

### **Student success initiatives (Dr. Jennifer Peluso, Assistant Provost for Student Success)**

Student success is now about sustaining and supporting efforts, with recent accomplishments being the surpassing of all December 2014 benchmarks and the development of a newsletter; the university is also close to meeting May 2015 benchmarks.

Last spring, a report was submitted to the BOG articulating six recommendations covering areas such as infrastructure, early warning system, and coordination of student engagement; 16 academic advisors have now been hired for colleges; the STARFISH software documenting the advising process has been rolled out to undergraduate students; STARFISH comes with a set of early warning system; University Advising Service is gradually rolling it out to colleges; by May 2015, it is expected that 100% of advisors will be using the software.

The summer Jump Start program had an enrollment of 210, with 209 continuing into the fall semester; students in the program were assisted in developing support systems and enrolled a SLS learning community course plus a block of foundation courses; findings indicated that their GPAs were better than those not in Jump Start program.

Flight plans, or academic program maps, were created to respond to student concerns about courses to take, important milestones, financial planning, etc.; soon electronic flight plans connected to the DARS system will be created; focus will be on excellence, not compliance model; faculty input is needed about good ideas for student engagement in activities beyond those identified in the flight plans. The data from the online inventory exploring career options that students complete can be discussed with advisors.

Faculty members are encouraged to use Blackboard (best system right now to automate), give frequent feedback to students, refer to student resources website, and keep the discussion going about student progress; there is Student Success tab in Bb that may be helpful to faculty. Also, keep in constant contact with student academic services and share successful practices with others.

### **COE Student Success Committee**

Ms. Dominquez (on behalf of Dr. Hyslop-Margison, chair of the committee) reported that focus groups were conducted with undergraduates who were at various points in their studies; questions had clustered around university/college practices and processes that were successful or not effective, personal challenges of students, and suggestions for improvement; 229 students from Boca, Davie, and Jupiter campuses had participated; in the process of coding and identifying themes; the findings will be presented to the Dean.

### **DEAN'S TALKING POINTS (Dr. Bristor)**

**Centralized scheduling** - in February 2015, the Course Scheduling Committee will present at the Academic Leadership Workshop; the committee is seeking better utilization of teaching space; the intellectual foundation courses will be better coordinated so that students can proceed in a timely manner; faculty comments: not allowing 3 hour classes on M,W,F during summer session could force schedules that are challenging for students and faculty; COE has been pushing for 3-hour blocks for pedagogical reasons; it is a concern when courses are offered on one campus only on a rotation basis; who's governing who; software may be creating some problems.

**Statistical/research methodology** support for faculty - please talk to chairs about your needs; can explore possibilities based on needs. Faculty comment - EDLRM has structure to support COE faculty with research method.

**New hires and budget** - approval received for all 11 positions, all college funded, not provost; provost funded search for ESHP chair goes on.

**Travel funds** - when must it be used by? Regular \$1,100 by June 30, no rollover; \$1,000 comes from a carry-forward due to 17 unfilled lines last year and must be used by June 1, 2015; will check if prepaid expenses will be ok to submit by June 1, 2015.

**Online sexual harassment training** - there is a memo from Title 9 Taskforce about training requirement on this; the violence act imposed new requirements; previously a 3-4 hour training was required; online training is now offered as an option; faculty comments: naïve to expect that everyone will be educated about sexual violence this way; are there any other processes to protect people? Law refers to more than training; it's about really addressing the problem; we as faculty must embrace and hope university follows through to set up better systems. Dean - linking the training to annual evaluation may have been misinterpreted; it's more about encouraging faculty in completing the training.

**Enrollment trends** - overall total is down, graduation is down; some programs and courses are stabilizing or increasing; it's a national trend, we are trying to adjust according.

### **CAEP SELF-STUDY FINDINGS (Dr. Shockley)**

One of the first in country going through CAEP accreditation; received response from off-site review team last week; have until March 10 to submit institutional addendum to answer questions, provide additional data, clarify, arrange meetings with certain program faculty; felt we could address issues and two areas identified as potential areas for improvement: (a) impact on student reading and math learning in schools, and (b) meeting critical needs in math, chemistry, English teachers; the overall review showed we met all standards, but that can change. The onsite will be April 12-14, 2015, where evidence to verify, clarify, and answer questions will need to be provided; will approach chairs about any questions to prepare for.

One more piece of good news: DOE will extend approval of programs until 2019/2020; may have to provide separate reports, but DOE will be here to provide support.

### **ADJOURN**

Adjourned at 11:59 pm, motion made by Dr. Gatens and seconded by Dr. Morris. *Unanimously approved.*