

COE FACULTY ASSEMBLY

MINUTES -Approved

April 19, 2019, 10 am to 12pm

Future FA meeting date: TBA

Future FASC dates: TBA

Attendance. CSD: Drs. Tessel, Porcardo, Imgrund, CE: Dr. Peluso & Emelianchik-Key (Jupiter), CCEI: Drs. Sembiente, Ramirez, & Vaughn. ELRM: Dr. Mountford, Dr. Lieberman, Dr. Bloom, & Dr. Salinas, ESE: Drs. Darling, Brady, Dukes, Miller, Nguyen, Ramasamy, Scott, & Wilson, Teaching & Learning: Drs. Ariza, Bousalis, S. Brown, Dernikos, Furner, Musgrove, Powers, & V. Brown.

From Jupiter & Davie via videoconferencing: Dr. M. Duffy, Dr. M. Frain, Dr. S. Dennett, Dr. Kumar, Dr. B. Nichols, Dr. V. Bryan.

Announcements

We have a full slate of officers, VP will be Michael Frain, P – Meredith Mountford, Secretary – Carol Tessel, Archivist – Katie Miller.

Dr. Susannah Brown won the NAEA award. Dr. Chris Salinas won the university scholar of the year award at the assistant professor level.

Student Success Task Force – Representative will be Charles Dukes.

The Budget meeting will be held on April 25th, 2019 from 9:30-11am in General Classroom South room 110.

If you're interested in participating talk to the Dean regarding creating interdisciplinary grant writing. Comment from the Dean: they also want the lab schools to get involved more.

External letters, numbers have gone from 5 to 3 letters.

Open academic and budget meeting April 25th from 9:30-11 in general classroom south.

Provost wants to open up our budgets for more transparency.

It was pointed out at the University P & T meeting that changing number of external letters should have gone through the union first. Policy changes should be brought to union first.

The college P&T meeting will be today at 1pm.

There was confusion over who external reviewers can be and that there is a 3 year grace period where you can choose to go up under the old requirements when there is a rule change. Who qualifies as an external reviewers should be decided at the department level, the candidate and the chair make recommendations. The person going can take someone off the list.

Guest Speakers

Dr. Chamely-Wiik, Dr. Darling and Dr. Meredith – OURI

Dr. Darling is the COE rep for OURI. We've had at least 7 curriculum grants. The students who are HIM majors are engaged in research. RI – research intensive courses – there is a process for applying for this and within the college we only have had one course go through this process.

DIR – meant to capture research activity at the undergraduate level, not necessarily in a prescribed manner. There are also \$600-1200 undergraduate research grants. We've had 5 undergraduate research grants. We've had students at the symposium presenting their research. 5 education students and 1 prize.

Dr. Meredith – overseas research with the lab school including undergraduate research. We are represented in 9 of the 10 categories of undergraduate research activities. COE has included undergraduate research into SPE. FAU High students are presenting at symposia, they are published, and they have written grants.

R & I is very broad. There has been both human based research and survey research. Dr. Brady has started a course to assist in more undergraduate research. Embedding research into the electives was also suggested.

Question – Dr. Peluso supervises some DIR with students from psychology – how can this count towards the COE? Response – it does count towards the faculty numbers on a separate metrics than the students.

Comment – students are overwhelmed with classes in ESE department, they don't really have time in their course to do DIR, response – DIR can be 0-6 credits. Nursing decided to only do 0 credit DIR to allow students to get credit for the research and not be overwhelmed.

Comment – how can we make an entry level way to get involved and have it become a pathway for faculty to be involved? – this is a great suggestion and almost like a student flight plan.

In 6 years there have been 160 publications.

41% of the university faculty have participated over the last few years.

Dr. Wilson – STRIDE

STRIDE – strategies and tactics to improve diversity and excellence. Dr. Wilson is the co-chair and Dr. Dukes is the representative in the college. It is part of the NSF advance grant program. The purpose is to increase participation and advancement of women in academic science and STEM careers. FAU has extended this to attract women and other persons from other underrepresented groups into faculty and administrative positions at FAU. We have to affect the search process. The purpose is to disseminate best practices. Diversity and excellence are not mutually exclusive, but diversity enhances excellence. STRIDE members were trained by the University of Wisconsin. We want our search committees to also be trained in increasing diversity and excellence. This is NOT the equity and inclusion compliance workshop but it is complimentary to that workshop. They provided this to the COE Dean's search committee. The proposed plan is for them to provide the workshops for search committees and on request across the university. There will be university wide training at least twice a year and will reach out to search committees. We talk about how we all have implicit bias. We are not very diverse at the faculty level and even less so at the administrative level. This can include changing how ads are written and where they are placed.

Comment on P & T – pay attention to the criteria for promotion and tenure and they should be starting when they get to FAU – this is a university wide document it's on college and university website.

Dr. Peluso – Template for syllabi

Graduate programs committee – A template was created to assure that all syllabi have the correct information. It is now on the COE website. It has also been adopted as a university template. There have been issues with attendance regarding issues of curriculum. Your curriculum would move through quicker if you are there. It will get sent back if no one is there to answer the question. The idea of a master syllabus for the whole university has not yet been raised.

Dr. Hawkins & Arcadia – Interfolio

A few changes were made to interfolio. The number of outside letters was changed because there were problems getting 5 letters. They created a section that is in the packet that is called 'materials for external reviewers' and only that section would be submitted to the reviewers and then you won't be locked out of the rest of the sections. The interfolio request to an

external evaluator comes from FAU. External reviewers can only upload one file so their CV and their letter need to be in one PDF file. May want to warn the reviewers ahead of time that they will be receiving a request from FAU. The external reviewer can choose to decline and can attach a letter as to why. Request to reviewer can be resent through interfolio. Interfolio will also be used for SPE. Cases should be open in the next week. Should be using Dossier now. The guidelines tool will pull an outline for P & T and will create a collection in Dossier. Documents should be named in a way that they are easy to identify. The chair can put the list of external reviewers in that section. They are hoping to put FAIR and annual evaluations into interfolio. F180 will be used for general faculty use like activities and assignments, etc. If the external reviewer sends only the letter and sends CV via email, the chair can put it in the portfolio. Arcadia will request for reviewers to be able to upload more than one document.

Continuing Business

11:20-11:40

Nov 2nd minutes were approved unanimously.

Jan 25th minutes were approved unanimously.

FA officers for 2019-2020 year

University Faculty Senate report – Dr. Mountford

We need to reelect/elect or take new nominations for senators, we need 3. We will run another electronic election. Will take nominations up through next Friday the 26th. Self-nominations are welcome. We will send out an email with the particular dates for this. Senate report (Dr. Peluso) – the president came for the first time this year. There is a group of graduate students that have been lobbying for health insurance for GAs. The president acknowledged that there is a crisis right now. Students have turned us down because they are getting higher stipends and health insurance at other universities.

Comment- could grants cover health insurance for GA's? Not all grants will allow that. The Brain institute has grants that allow this.

The library is considering cutting one of the major online journals that they subscribe to.

Considering Taylor & Francis. Some university funds cannot be used to purchase subscriptions. Also, they are not cutting the journals that Business or Medicine use because they give money to the library.

Motion to extend the meeting by 15 minutes – Dr. Brady & Dr. Porcaro.

UFF-FAU report – Dr. Zoeller

New Business

11:40-11:50

Dean's search – 10 people were interviewed and 5 people are coming back for face to face interviews. They may be on campus the week of graduation or week after graduation.

University Grant Productivity (see attachment or handout)

Kognito is a software training resource for faculty and GTAs If you think might have a student with some issues such as, but not limited to; they are homeless, act depressed or sudden change in behavior/personality, Kognito software is available on MyFAU that would help the faculty member speak to the student in ways that are appropriate.

Dept Reports

***Deans talking points**

11:50-12

Thanks to Josephine Elliot on her help with interfolio. We won't have an assistant or associate Dean to help assist. FTE handout. Dr. Kirsch took on enrollment management since Dr. Torok left. There has been a downward trend. Recruitment, a program called constant contact. We want to get out home scholars out into the schools to be role models. FFEA? Looking into other things as well to increase enrollment and retention in the major. Unfunded FTE means that it doesn't count so we have certificates of participation for teachers in the school that get tuition waivers so those people don't count and FAU employees in student affairs and employee scholarship program – all unfunded FTE.

Provost had asked for money from GA allotment. We will reallocate so that we don't have to lose GAs. Unit heads were asked to do an exercise for a 3.2% budget cut and a 1% increase (this is from state E&G). Our research infrastructure needs to be built up. We do have some unfilled lines so that helps support summer.

Travel – This comes from auxiliary account. AIT – the special student teachers. We have the money for next year but it will be up to the next dean.

Foundation – trying to increase faculty and staff giving. Can give to college or department.

Dean is having celebration on Tuesday, there is a photomat to sign. In room 411 you can sign it. Our gift will be to add to her scholarship fund. It's a payroll deduction. Code can be resent. EDU 215.

Motion to adjourn -Dr. Ramasamy and second Dr. Jack Scott at 12:25

Adjourn

*The Dean's office will again be providing pizza this year! Come, listen, learn, and EAT PIZZA!!!!