

Minutes
Dean's Council
College of Education and Human Services
August 22, 2007

Present – Larry Daniel, Marsha Lupi, Claire Torres, Otilia Salmon, Sandra Gupton, Cathy O'Farrell, Jennifer Kane, John Kemppainen, and Annie Spruell

Call to Order – The meeting was called to order at 9:37 a.m.

Minutes – The minutes of the August 8, 2007, meeting, were approved as submitted.

Announcements - Dean Daniel introduced Maria Castro, the new Career Coordinator in Career Services who replaced Annie Spruell. Maria will work as the liaison between Career Services and our College. Maria has her master's degree from UNF and has worked at Career Services for a few years. She previously worked as an advisor in Brooks College of Health. Career Services will be producing a newsletter for COEHS students that will be a resource for jobs, how to create a resume, etc. They are looking for articles on tips for the interviewing process for first year teachers and how to respond to questions. Maria can be reached at extension 2962.

Claire Torres reported that the FACTE registration is now available. UNF will host the FACTE Fall Conference on October 4-5. There will be a reception open to faculty and staff. President Delaney will be the keynote speaker. Kathy Hebda, Genae Crump, and Jon Rogers will report on updates from FLDOE and FLBOG. It was suggested that we should have some of the faculty members there to talk about teacher education.

Claire said that program leaders should contact her if they are interested in electronic formats to survey alumni. At the close of the survey, Claire sends a report to the departments. A pilot has been done with the mental health program.

John Kemppainen announced that Amy Weatherford has resigned effective August 31. Amy stepped into the role of becoming our liaison with the SCT/Banner transition team and has played an important role in keeping our college abreast and in line with the rest of the university. She will continue to work with Shawn and others, on a part-time basis on our Banner System. John will become our liaison on the Banner team. He will be training on Banner along with Ken Hill. Claire Torres asked to join them in the training.

Marsha Lupi announced that retirees can have their emails forwarded to their home/office email address. Professors Emeritus can keep their UNF email address. Marsha reported on rooms 175 and 176 assigned to us at UNF Hall. She will check on the status of the rooms on Friday with Tiffany Kibler.

Marsha Lupi announced that we are planning a holiday party on November 30 at Max's. A "Save the Date" will be sent out to faculty and staff.

Annie Spruell reported on the COEHS recruitment video. Roy Singleton did the narration for the video. They need to get the raw footage cut and put together. The video will be posted on our website.

The Dean updated the group on the education building. He reported on a recent workshop with the architect team. At the workshop they talked about furnishings in the new building. The schedule we are on has not changed. They are waiting until the end of this semester to start site preparation. The ground-breaking will be scheduled in the beginning of January.

Dean Daniel announced that we have hired Harry Teitelbaum for fall as a visitor in the Office of Educational Field Experiences.

Positions for Hire During the Coming Year – The Dean referred the group to the email he sent out earlier on searches for 2007-08. There has been some delay getting our search plans approved due to the budget crunch. Chairs were encouraged to get their search committees together as soon as possible for the searches in their department.

Use of Photocopying by Faculty – The Dean talked about the cost of copying on the leased hallway copier. Because we exceeded our usage commitment for 2006-07, our cost for the year increased by close to \$4,000. Faculty and departments are encouraged to use the campus copying services for large jobs. The Dean will send an email out to faculty about this issue and the budget crunch.

Week of Welcome and Open House – Annie Spruell said that they need someone for the September 8th Open House. Annie has a power point presentation available for use. Marsha Lupi and Otilia Salmon will attend on the 8th. The Week of Welcome (WOW) is this Friday from noon -2. Some departments have not responded if they will attend yet. Jennifer Kane will represent the sport management program and CEC will be there. Program leaders will be asked to attend to answer questions. We need good representation from our college.

Working with FCCJ – Dean Daniel said that he had a good lunch meeting with Carole Byrd from FCCJ. Right now FCCJ has no plans to advance a bachelor's degree. They have had a wonderful partnership with the universities in the area. They have a strong EPI program (alternative certification). We need to continue our work on the 2+2 degree in early childhood with FCCJ. John Kemppainen and Otilia Salmon plan to meet with FCCJ on this degree. Marsha Lupi and John Kemppainen are on a committee with FCCJ on articulation issues between FCCJ and UNF. They are currently developing a frequently asked questions sheet. They are working on space at the downtown FCCJ campus to hold classes. We will also ask for space for faculty. The Dean talked about the

Pathways Academy. He has been in contact with Dr. Edythe Abdullah, Downtown Campus President, on the charter high school at FCCJ. They are looking for mentors/caring adults who can commit to weekly meetings with students (high risk – average ability students). An appeal will be sent out to faculty and our community leaders to commit to one day/week for an hour or so. FCCJ has an Advisory Council and they would like someone from UNF to serve on. They also would like field placements for our students to work in the pathway school. The Dean will send an email to the chairs to forward to faculty on this project. The Dean will contact Dr. Abdullah with the names of interested faculty.

September Faculty Assembly Meeting – The election of a Faculty Assembly President will be on the agenda for the first meeting on September 7th. Ellie Scheirer was nominated. Nominations will be asked from the floor. Matt McCrudden will direct this meeting. At the end of the meeting, the College Standing Committees will meet to reorganize. The Dean will talk about budget and assessment for the year. The chairs will be called on to introduce their new faculty.

Future of Summer Program in Belize – Dean Daniel and Betty Flinchum met with the Belize ministry of Education and the UB College President Santos Mahung to discuss the future of the summer program in Belize. They are currently re-evaluating everything the University of Belize is doing. We asked for a response on what they want from us by the end of the calendar year. The Dean reviewed the cost of the program for the past three years. The Dean suggested offering distance learning courses using computers at UB and students signing on to Blackboard. Our agreement with Belize has ended. The Dean asked the group to think about whether we should renew our agreement in light of all we have to do. This discussion will be continued.

Suspension/Probation Update – Marsha Lupi and John Kemppainen have worked on a plan for suspension/probations. This will be shared at an upcoming Dean's Council meeting.

Reminders:

- faculty evaluations are due at the end of the month
- departmental reports are due

Adjournment – The meeting adjourned at 11:40 a.m.