

Minutes
Faculty Assembly
College of Education and Human Services
December 7, 2007

Present – Jacque Batey, Jessica Boylan, Jin-Suk Byun, Candice Carter, Terry Cavanaugh, Richard Chant, Sharon Crutchfield, Larry Daniel, Gigi David, Sebastian Foti, Gerry Giordano, Sandra Gupton, Katrina Hall, Sandy Hansford, Wanda Hedrick, Dennis Holt, Anne Jagnow, Jennifer Kane, Donna Keenan, John Kempainen, Wanda Lastrapes, Marcia Lamkin, Jason Lee, Shari Little, Russell Mays, Don Moores, Meiko Negishi, Debra O’Connell, Karen Patterson, Len Roberson, Otilia Salmon, Ellie Scheirer, Sherry Shaw, Nile Stanley, Michael Stultz, Susan Syverud, Sue Terrell, Royal Van Horn, Christine Weber, Lunetta Williams, and Thelecia Wilson

Call to Order – The meeting was called to order at 12:18 p.m.

Minutes – The minutes of the November 2, 2007, meeting were approved as submitted.

Student Organization Updates –

Student Council for Exceptional Children (SCEC) – Jennifer Seco, President of SCEC, announced that Daryl Everett will take over as president in the spring. The Hope Tree is up in the Dean’s Office with tags for gifts for Hope Haven and for individual families. Jennifer thanked Dean Daniel and Marsha Lupi for helping fund their trip to the Florida CEC Conference. Both were given gifts.

Student National Education Association (SNEA) – Thelecia Wilson reported that SNEA is actively recruiting members for the 2008 academic year. They actively participated in a seminar for completing the internship application. The books they have stored will be shipped to the Schultz Center.

Association for Childhood Education International (ACEI) – Katrina Hall reported that they are working on an action plan to support the children victims of the crisis in Sudan.

Sport Management Association (SMA) – Jason Lee reported that the alliance is moving along and recruiting members and planning for spring.

Sign Language Club (SLC) – Michael Stultz reported that they meet every Wednesday and have a silent lunch where they sign and not speak. They get together with FCCJ for a silent dinner with about 30 students. That is what is planned for the rest of the year.

Collegiate Chapter of the National Association for Music Education (MENC) – no report

Announcements and Opportunities for Faculty – There were no announcements.

Standing Committee Reports -

Undergraduate Standards and Curriculum Committee – Len Roberson reported that the committee worked on the TESOL changes. They will meet next in January.

Graduate Standards and Curriculum Committee – Candice Carter reported that the committee worked on APCs.

Personnel Committee – no report

Student Issues Committee – no report

Technology Committee –Terry Cavanaugh reported that the committee will meet on December 12th.

Long Range Planning – no report

Executive Committee – Ellie Scheirer reported that the committee met on Monday to plan for today’s meeting. They discussed the proposed College Bylaw changes. The next meeting is January 7th to prepare for the next Faculty Assembly meeting on January 11th.

ESOL Advisory Committee – Anne Jagnow reported that the committee will meet in January.

Succeed – no report

Undergraduate Core Council – Sue Terrell reported that the committee met on December 2nd to discuss core recommendations sent to the Dean’s Council. The Dean’s Council forwarded the first recommendation to the Executive Committee. The second recommendation was sent to the departments. The third recommendation was sent to the Undergraduate Standards and Curriculum Committee. They did not agree and the issue of the clinical education component was sent to the department for discussion. New discussions will begin on the need to have the college advising office enforce prerequisites to students; and the idea of a portfolio which is a major component in Field 1 and should be presented earlier. Dennis Holt said that we need to get input from the community (teachers/principals) on their recommendations. Sebastian Foti will be the new chair of the committee beginning in January. The committee needs three members added to the council.

New Business – Ellie Scheirer introduced the first round of changes to the College Bylaws. Under Article II, Section 1, representatives from each College academic department, and Article III, Section 2, standing committees who volunteer, and under Article IV, nominations and elections of representatives on the Executive Committee. Ellie Scheirer cited the need to nominate standing committee members instead of asking for volunteers to serve on the committees in order to encourage faculty involvement and to meet some requirements for University level tasks. regarding nominations and elections. Bylaw considerations include the following:

- The minutes of the standing committee posted on the web as well as their annual report.
- Two year appointment for elected committees.
- Standing Committee representatives will be elected by each department.
- Election timeline for the committees.

The faculty agreed that these recommendations be sent back to the Executive Committee for further work on the bylaws. The changes will come back as a whole from the committee. A suggestion was made that they be numbered in the document. Electronic copies will be sent out to faculty for review prior to the next meeting.

Dean’s Report – Dean Daniel invited everyone to stop by the Dean’s Office for holiday cheer this afternoon.

Professor in Residence

Decisions have been made and the formal announcements will go out soon. All were approved with minor caveats.

Accreditation/Program Approval Deadlines

All ALCs and GLOs must be in the system immediately (2006-2007 and 2007-2008).

- December 15—Critical Task/FEAPS Matrix (first draft) to meet FDOE new requirements
- January 31—Reading Competencies Matrix and DOE template (first draft)
- February—Feedback from Dean’s office regarding formatting and missing information
- March 15—ESOL Standards/Competencies Matrix
- April 15—All other elements of Uniform Core Curriculum
- May 31—All revised matrices, rubrics, worksheets due to Dean’s Office for final formatting.
- June/July—Data/documents compiled and formatted (Dean’s Office)
- July 31—Revised syllabi (hard and electronic copies) to Chair and Dean’s Office. Must include all changes as above.
- August 2008—All documentation submitted to FDOE for approval.

Ramifications of Current Budget Situation

The University has absorbed approximately 4% of the budget cut. An additional budget cut of 4% to 7% is possible. We are working with administration regarding possible closure or relocation of Music Education program and faculty lines. We are also working with administration regarding possible relocation of the Mental Health Counseling Program.

It is unlikely we will be able to fund faculty travel in excess of \$1,500 per person.

The summer salary budget has been cut by \$70,000. We will be determining soon how to allocate summer courses. It is possible that all faculty will not be offered two courses.

We must update summer rotation policy to be in harmony with the CBA.

Search Update

Our 17 faculty searches remain active. We intend to fill all vacancies. Our operating and foundation budgets will be hit hard by faculty search costs. Mid-year “correction” money is not anticipated this year.

COEHS Building Groundbreaking

The Groundbreaking Ceremony is scheduled for January 10, 2008 @ 10:00 a.m., at the site of the new building. The ceremony will be very short (30-45 minutes). All faculty/staff/students are invited. All of our offices are allowed to close during the ceremony so staff can attend. An official invitation will go out soon.

Adjournment – The meeting adjourned at 1:16 p.m.