

Minutes
Faculty Assembly
College of Education and Human Services
February 1, 2008

Present - Marianne Barnes, Jacque Batey, Jessica Boylan, Shunda Brown, Jin-Suk Byun, Candice Carter, Terry Cavanaugh, Richard Chant, Linda Dacks, Larry Daniel, Sebastian Foti, Katrina Hall, Wanda Hedrick, Dennis Holt, Anne Jagnow, Jennifer Kane, Donna Keenan, Kathy Krudwig, Wanda Lastrapes, Jason Lee, Shari Little, Marsha Lupi, Don Moores, Meiko Negishi, Debra O'Connell, Cathy O'Farrell, Otilia Salmon, Allan Sander, Elinor Scheirer, Michael Smith, Jenifer Thorn, Claire Torres, Christine White, Lunetta Williams, and Kathleen Witsell

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

Approval of Minutes – The minutes of the January 11, 2008, meeting were approved with a correction to attendees.

Student Organization Updates-

Student Council on Exceptional Children (SCEC) – Sue Syverud reported that they are waiting on a quote for t-shirts for the organization. They have elected a new secretary and are working on filling a vice president position.

Student National Education Association (SNEA) – no report

Association for Childhood Education International (ACEI) – Katrina Hall reported that ACEI had a booth at the Club Spring Bash on January 31. They meet next on February 6. The organization has a new president.

Sports Management Association (SMA) – Jason Lee reported that they elected a vice president and they met yesterday for plans for a cystic fibrosis fund raiser. Their membership is steadily increasing.

Sign Language Club (SLC) – Daryl Everett reported for the organization. They have their silent lunches scheduled. Tickets for the deaf movie are still available.

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

Announcements – Marsha Lupi announced that the committee received a nice and interesting group of proposals for *Celebration of Education Day*. They will post the tentative agenda, invitation, and all information on our website. Faculty can invite one guest to attend. She thanked the committee for their work.

Portraits were taken yesterday and about 20 faculty and staff participated. A CD will be available in the Dean's Office. These photos can replace an existing photo on our website. There will be another photo session and info will be sent out.

We are beginning work on the 2nd Annual Retirement Reception.

Otilia Salmon announced that we have our first professor, Wanda Hedrick, in the Department of Childhood Education (pending approval of the Provost).

Standing Committee Reports –

Undergraduate Standards and Curriculum Committee – Cathy O’Farrell reported that the committee acted on APCs and policies that needed review. Faculty were asked to get APCs to the committee by Monday before their next meeting on Wednesday.

Graduate Standards and Curriculum Committee – no report

Personnel Committee– no report

Student Issues Committee – no report

Technology Committee – Terry Cavanaugh reported that they will meet next on February 21. The committee worked on scheduling a photographer to take faculty portraits for various publications and other uses.

Long Range Planning Committee – Sebastian Foti reported that the focus of the meeting was the strategic plan.

Executive Committee- Ellie Scheirer reported that the committee met on Monday and prepared the agenda for today. They talked about their work session on the bylaws scheduled for Monday. Send any suggested revisions to any of the members of the committee. Ellie is pulling together representatives from the department bylaws committees to work on the summer supplemental policy.

ESOL Advisory Committee– Anne Jagnow reported that they will meet within the next couple of weeks.

SUCCEED Project – no report

Undergraduate Core Council – Sebastian Foti reported that they are still short three new members. They will meet and organize.

New Business – Policies from the Technology Committee were voted on as follows:

Distance Learning – This policy was moved and opened for discussion. The policy was approved with the recommended change.

Faculty and Staff Access to Computer Technology – This policy was moved and opened for discussion. The policy was approved with a friendly amendment in addition to the recommended change.

Dean’s Report – Dean Daniel updated the faculty on our accreditation efforts and timeline:

- January 31—Reading Competencies Matrix and DOE template (first draft) due
- February—Feedback from Dean’s office regarding formatting and missing information
- February/March—SACS documentation to be compiled and submitted to Academic Affairs
- 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.

- Fall 2008—Begin work in preparation for 2011 FDOE/NCATE visit.

University Budget- An additional budget cut is likely to happen this month. College specific plans will be announced very soon. For next year, vacant positions will be a probable target.

Searches - Our 17 faculty searches remain active. We intend to fill all vacancies. Contracts have been offered to three candidates. Dr. Ronghua Ouyang has accepted the position of Chair of Childhood Education.

Advising Proposal - This proposal is being made by the Provost's Office. The basic idea is to centralize the advising function (much like ACE is at lower division). The proposal is designed both to improve advising and save budget. Input is being sought by various parties. Give your feedback on ideas once they are presented.

Adjournment – The meeting was adjourned at 1:10 p.m.