

Minutes
Faculty Assembly
College of Education and Human Services
March 7, 2008

Present – Marianne Barnes, Jacqueline Batey, Jin-Suk Byun, Candice Carter, Richard Chant, Larry Daniel, Gigi David, Sebastian Foti, Gerry Giordano, Sandra Gupton, Katrina Hall, Sandy Hansford, Wanda Hedrick, Ken Hill, Dennis Holt, Anne Jagnow, Chris Janson, Jennifer Kane, Donna Keenan, John Kempainen, Kathy Krudwig, Wanda Lastrapes, Marcia Lamkin, Marsha Lupi, Joe Lynch, Russell Mays, Matt McCrudden, Don Moores, Meiko Negishi, Fred Nelson, Debra O’Connell, Cathy O’Farrell, Karen Patterson, Otilia Salmon, Ellie Scheirer, Michael Smith, Nile Stanley, Susan Syverud, Claire Torres, Royal Van Horn, Kristine Webb, Christine Weber, Christine White, David Whittinghill, and Thelecia Wilson

Call to Order – The meeting was called to order at 12:20 p.m.

Minutes – The minutes of the February 1, 2008, meeting were approved as submitted.

Student Organization Updates –

Student Council on Exceptional Children (SCEC) – Sue Syverud reported that requested name tags have been ordered. In addition, the group will provide representation at Disability Awareness Days. Members are also organizing an event.

Student National Education Association (SNEA) – Thelecia Wilson reported that the group has received new organization t-shirts. The association is also actively recruiting new members for the Fall semester.

Association for Childhood Education International (ACEI) – The group is meeting this week when a representative from Career Services will be speaking.

Sports Management Association (SMA) – Jennifer Kane reported that the group is organizing a dodge ball tournament.

Sign Language Club (SLC) - Karen Patterson reported for the club. The students had great success in selling tickets for a movie produced by a deaf person for which they received 10% of the proceeds.

Collegiate Chapter of the National Association for Music Education (MENC) – Dennis Holt reported that the chapter would be featuring Keith Thompson, Professor Emeritus, in April.

Announcements – Marsha Lupi announced that the *Celebration of Education Day* is scheduled for April 10, 2008. Over 200 invitations have been mailed. She encouraged faculty to inform Tiffany Kibler if they planned to attend. There will be 20 student ambassadors at the event. The invitation provides a link to the website where the program is listed.

Dr. Lupi also noted that on the evening of March 7, 2008, the Kristi Wilder Fundraiser would take place for the scholarship, “Will You Be My Friend?” This scholarship is for a student in special education. Daryl Everett will be receiving the scholarship this year.

Dr. Lupi also offered congratulations to Christine Weber and Karen Patterson for their receipt of Outstanding Undergraduate Teaching Awards.

Dr. Lupi reminded faculty that the Spring Semester orientation for the Elementary Education Program would be taking place immediately following the Faculty Assembly meeting.

John Kemppainen announced that Marsha Lupi received the Outstanding International Leadership Award for 2008.

Dr. Kemppainen also reported that the FACTE meeting will be taking place at the end of March when it is combined with “A Day on the Hill” event with members of the Legislature. Faculty were invited to contact Dr. Kemppainen if they were interested in attending and representing the College at FACTE.

Jennifer Kane reported that Lynne Carroll won the Outstanding Graduate Teaching Award.

Ellie Scheirer announced that an “email” would be sent out inviting faculty to consider membership on doctoral committees.

Dr. Scheirer also noted that the Faculty Association would be closing nominations for committee vacancies immediately following the Faculty Assembly meeting. Committee service provides opportunities for contributing to University governance.

Dr. Scheirer also reported that Commencement organizers have requested the College to sing once again at the ceremonies this Spring. Faculty were invited to join the group. Larry Daniel indicated that the faculty in the Brooks College of Health would like to join us. Dennis Holt agreed to conduct the group.

Standing Committee Reports –

Undergraduate Standards and Curriculum Committee – Cathy O’Farrell reported that the committee has reviewed a number of APCs and College policies.

Graduate Standards and Curriculum Committee - Candice Carter reported that the committee met and processed several APCs.

Personnel Committee – no report

Student Issues Committee – no report

Technology Committee – Marsha Lupi reported that faculty and staff who had their photographs taken recently can view them on the “K drive.” Another “picture day” is to be scheduled before the end of the semester.

Long Range Planning Committee – Marianne Barnes reported that the committee met this morning and received the data they had previously requested: the last college report to academic affairs regarding the long-range plan; graduation data from the last available year; Florida Teacher Certification Examination data by program as reported to the

Florida Department of Education; the complete, current long-range plan for the College; and the Academic Affairs position paper and guidance materials on strategic planning.
Executive Committee – Ellie Scheirer reported that the committee met on February 25, 2008, to set the agenda for the Faculty Assembly meeting. The committee continues to work on the bylaws

ESOL Advisory Committee – Anne Jagnow reported that the committee would meet immediately after this meeting. She also indicated that she would soon schedule ESOL training for faculty.

SUCCEED Project – Kathy Krudwig reported that the project has a group of individuals who are delivering instruction. She commented that the quality of mentoring they provide to those participating in the project is commendable.

Undergraduate Core Council – no report

New Business – Approval of the relocation of the Mental Health Counseling Program from the College of Education and Human Services to the Brooks College of Health

Ellie Scheirer asked Dean Daniel to update the faculty on the movement of the Mental Health Counseling Program to the Brooks College of Health. Dean Daniel reported that faculty perceive the mental health program as more aligned with rehabilitation counseling than with other counseling programs on campus. Dr. Chally, the faculty in Brooks College of Health, and the faculty in the Mental Health Counseling Program of the College of Education and Human Services have worked collaboratively to decide on the moving of the program to the College of Health. David Whittinghill has been very instrumental in the process. Carolyn Stone, Sandy Hansford, and Chris Janson have been helpful in articulating the school counseling needs in the College. The College's three Mental Health faculty positions will be moving to the Brooks College of Health. Academic Affairs will move \$10,000 in resource money to the Brooks College of Health for use in hiring adjuncts.

The item was moved, seconded, and opened for discussion. All were in favor of the motion.

A motion was made to postpone the nominations for Faculty Assembly President and two members-at-large of Executive Committee to the April 2008 meeting. The motion was seconded and all agreed. Information will be sent out prior to the April meeting.

Dean's Report – Dean Daniel updated the faculty on progress in the construction of the new College building. The project is on schedule, with the foundation in place and structural steel in place. Faculty may contact the Dean's Office to arrange a tour of the site. A campaign will begin soon for "naming opportunities" within the building.

At the request of the Provost, a proposal has been forwarded to Academic Affairs which requests relocation of the Music Education Program to the Department of Music. Dean Barbara Hetrick of the College of Arts and Sciences and Dean Daniel are awaiting further instruction from the Provost as to how this proposal will be acted upon.

The Dean updated the faculty on faculty searches in progress. The following six individuals have been hired:

Ronghua Ouyang—Chair, Childhood Education
Jeffrey Cornett—Chair, Foundations and Secondary Education
Sejal Parikh—Assistant Professor, Counselor Education, Leadership, Counseling, and Instructional Technology
Kathleen Monnin—Assistant Professor, Literacy, Childhood Education
Jin-Suk Byun—Assistant Professor, ESOL, Childhood Education
Terence Cavanaugh—Assistant Professor, Educational Technology, Leadership, Counseling, and Instructional Technology

An offer has been made for the Assistant Professor of Deaf Education in the Department of Exceptional Student and Deaf Education.

Search committees have submitted recommendations for hire to chairs for the Instructor of Literacy Education (Department of Childhood Education), and the Assistant/Associate Professor of Foundations/General Methods (Department of Foundations and Secondary Education). The following 8 searches are at various stages of deliberation by the search committees, with no recommendations yet made:

Chair, Leadership, Counseling, and Instructional Technology
Assistant/Associate Professor, English Education, Foundations and Secondary Education
Assistant/Associate Professor, Assessment/General Methods, Foundations and Secondary Education
Assistant/Associate Professor, Educational Psychology, Foundations and Secondary Education
Assistant/Associate Professor, Primary Education, Childhood Education
Assistant/Associate Professor, Mathematics Education, Childhood Education
Assistant/Associate Professor, Educational Leadership—2 positions, Leadership, Counseling, and Instructional Technology

The Dean discussed the budget situation with faculty. Cuts of approximately 4% have already been made to the UNF budget for the current year (2007-2008). All academic units, including the College of Education and Human Services, have been asked to propose an additional cut of 6% to their 2008-2009 budgets. We were originally told that our share of the cut would be \$452,394; after some adjustments to items we questioned, the Office of Academic Affairs has informed us we must now cut \$447,071.

The College's Summer 2008 supplemental salary budget is approximately \$71,000, or 10% less than last year. The budget was lowered due to the fact that the College has not met summer enrollment targets for the past two summers. The current FTE target for summer is 227, versus 250 for last summer. Relatively few faculty have been assigned more than one course for the summer.

The Dean outlined our priorities with the budget cuts:

- Protecting all present employees—no layoffs planned
- Retaining a commitment to long-term staffing needs
- Retaining a commitment to increasing diversity in hiring processes
- Maintenance of a level of service to students already in the program and further along in their programs of study
- Maintenance of course offerings most central to the mission of the College
- Protection of faculty incentives—employee benefits, travel, untenured faculty research releases, etc.

Actions we have already taken:

- Limiting the number of freshmen and transfer students admitted to the University
- Lowering FTE expectations for the unit

Suggestions for Absorbing Cuts:

- Cut some vacant faculty positions.
- Limit/suspend admission to certain programs.
- Raise admission standards for certain programs.
- Eliminate/limit number of admissions by exception.
- Limit lower-division offerings in courses that provide a general University service function, such as physical activity courses, career development courses, and ASL courses.
- Raise class caps.
- Reduce class offerings.
- Eliminate some faculty course releases and/or number of program leader/director positions.
- Close some lower-enrolled programs.
- Cut operating budgets.
- Assign more regular faculty to internship supervision.

The Dean asked for questions. Faculty responded as follows:

How much of our budget is allocated to the Educational Technology Center? *Response:*

The operating budget is \$4,080, and the budget for student workers is \$15,900.

How many faculty received the travel stipend? *Response: All tenured, tenure-earning faculty received \$1,500 for professional development.*

Because our graduate enrollment targets have been lowered, are we now meeting our targets? Should we not be trying to get new graduate students? *Response: Our graduate classes are not meeting the enrollment capacity for the class. We still should recruit for our graduate programs.*

How many should be in a graduate class? *Response: 20-25.*

If we cut some vacant lines, can we hire visitors? *Response: We may get non-recurring funds to hire visitors.*

Do vacant positions include rate on the line plus benefits? *Response: Yes.*

Although visiting faculty are limited to one-year contracts by the Collective Bargaining Agreement, can some visitors' contracts be extended in special cases? *Response: This is a union issue.*

How will these decisions affect the NCATE accreditation process? *Response: It will not affect NCATE, as long as our budgets have not dropped more than 10%.*

David Whittinghill added that other southern universities have faced these budget issues. We need to communicate with them on how they handled their situations.

The Dean thanked David Alevy for the book fair and lunch today.

Adjournment – The meeting was adjourned at 1:40 p.m.