Call to Order – The meeting was called to order at 12:22 pm.

Minutes – The minutes of November 4, 2011, meeting were approved as submitted.

Announcements/Opportunities for Faculty - Marsha Lupi announced that the COEHS faculty grant proposals are due on December 15. Please submit electronically to mlupi@unf.edu.

Marsha also updated the group on content migration for faculty bio templates:
- Marianne Jaffee has sent emails about the content migration faculty bio templates.
- A photographer will be available in the building. Nick Eastham will contact faculty with more details.

John Kemppainen added that the CIRT lab is more than happy to help faculty with the faculty bio. Terry Cavanaugh will help at the next LSCSM department meeting.

In addition, Nick Eastham said that the faculty bio templates will generate a group of experts across campus based on faculty expertise and people will be able to search by expertise.

Marsha Lupi reported that Osprey Update announced the recipients of the Caring Award & the Caring Internship. Ebony Felix, a sophomore majoring in elementary education, was one of the winners. Ebony is the recipient of the Bill and Angie Halamanaris Caring Internship. The Caring Awards recognize the volunteer efforts of outstanding UNF students and the significant impact they have made at the University and in the community.

Marsha Lupi recognized the TLO award recipients for 2012-13. She suggested that faculty keep applying if they have not been awarded. A discussion ensued about the TLO application process.

Cathy O’Farrell announced that the COEHS holiday party will be Monday, December 12 from 3:00 – 5:00 pm. The Office of Educational Field Experiences is hosting this event sponsored by
the Dean’s Office. They will be offering an array of hors d’oeuvres, substantial foods, cookie bar and wine to relax, mingle, eat and distress. Please RSVP to Patti Robbins.

Larry Daniel announced that a group of visitors are coming from Shaanxi Normal University in China on December 8, 9 and 10. Some of you have already been invited to the events. If you see the visitors, please be cordial.

Otilia Salmon announced that Carolyn Williams, a UNF history professor, passed away and a memorial service will be held on December 9 at 3 pm at the Ritz Theatre. A service will be scheduled on campus sometime in January.

**Standing Committee Reports**

*Undergraduate Standards and Curriculum Committee* – Cassandra Etgeton reported that there was no business therefore the committee has not met. They will meet next in January.

*Graduate Standards and Curriculum Committee* – Wanda Hedrick reported that they will meet next Thursday, December 8.

*Personnel Committee* – John White reported that they will have the dean come speak to them about promotion and tenure issue changes. This information will be shared with faculty. They will meet again in early January.

Ellie Scheirer added if you have suggestions/concerns - talk with people in UFF. The time for faculty involvement is while they are in contract negotiations. This is the time for those conversations.

*Long Range Planning Committee* – no report

*Student Issues Committee* – John Kemppainen reported that they have not met yet and are still trying to come up with a date.

*Technology Committee* – Chris Janson reported that they did not meet in November but will meet soon.

*Executive Committee* – The Executive Committee reported that they discussed accuracy in the minutes at the last meeting, bringing back core council, and a PDS planned agenda.

*ESOL Advisory Committee* – Shari Little is looking forward to meeting with faculty in 2012.

*Educator Preparation Institute* – Betty Bennett reported that they continually meet every day and there is no news.
Accreditation Update - Claribel Torres is diligently working to start the process for officially matching curriculum. Yesterday she emailed the FEAPS template to the Chairs & Program Area Leaders. We have done this before; there are a few changes this time. We are collecting data at the indicator level which is very important. We will have a discussion so everyone is on the same page. Dr. Torres reviewed the timeline with the faculty. She will send a copy of the timeline.

FEAPS 2010 Implementation Timeline –
- Dec-Feb - program faculty begins the process of aligning the curriculum.
- March 1 - FEAPS templates are due back to the Dean’s Office for clean-up.
- March 16-April 2 - faculty works on feedback provided by the Dean's Office.
- April 3 - a final template is created and uploaded in BlackBoard.
- Summer 2012 - faculty begins the process of updating all syllabi and fine tune rubrics as needed.
- Aug – Sept - Chairs conduct a comprehensive review of syllabi.
- Oct 2012 - matrices submitted to the State and we start the implementation of new standards.

Dean’s Report –
Update on Searches
ESDE
- ASL Instructor—Hired—Jonathan Antal
- Multi-Year ESE Instructor—Hired—Deborah Reed
- Staff Interpreter—Offer Pending
CE
- Elementary Ed Assistant/Associate Professor—Screening Underway
LSCSM
- Sport Management Assistant Professor—Screening Underway
  - Educational Leadership Assistant/Associate Professor—Pool has been approved
FSE
- Educational Assessment Assistant Professor—Screening Underway
Forthcoming (College Level): Director of Urban Initiatives

Faculty Civility and Culture
- This item has been under discussion within the Faculty Assembly Executive Committee over the past two months.
- Concerns regard maintaining a supportive and collaborative culture within the College and its departments.
- Of special importance is the protection, encouragement, and mentorship of junior faculty.
- Faculty Assembly will continue to discuss as will the College Leadership Team.
- Please share ideas with the dean, department chair, or any member of the Executive Committee.
Tenure and Promotion
Tenure and promotion processes are being discussed this year by union and administration. Please pay attention to and weigh in on these matters. UNF and other SUS schools will likely be implementing some form of “sustained performance” (post-tenure) review in the new future under insistence of the Board of Governors and Governor’s Office.

Legislation
It is unlikely that the Florida legislature will be discussing any proposals to higher education resembling that of Texas Governor Rick Perry.

Important Issues: Strategic Priorities (with STEM as major emphasis, along with job productivity, economic growth)—BOG Goals will Support this. P-12 should be given little attention in the upcoming session.

New BOG Goals 2012-2025
1. Excellence: The Board of Governors continues to expect the state universities to provide academic programs of the highest quality, to produce world class, consequential research, and to reach out and engage Florida’s communities and businesses in a meaningful and measurable way.
2. Productivity: Florida must become more competitive in the national and global economy. To accomplish this, the state must increase the educational attainment levels of its citizens and the state universities must respond by awarding more degrees in specific high demand programs, particularly the STEM disciplines.
3. Strategic Priorities for a Knowledge Economy: As a part of its previous strategic planning activities, the Board of Governors, in conjunction with Florida’s leading economic and workforce councils, approved areas of programmatic strategic emphasis for targeting degree programs in the State University System. This list of programs includes certain Science, Technology, Engineering, and Math (STEM) programs and programs with critical and/or economic development needs or emerging technologies that serve to assist the state universities in planning for a degree program array that addresses both workforce and student demands

Kudos to the Recipients of New TLO grants
• Dr. Lunetta Williams-Duval Literacy Event
• Dr. Kristi Sweeney-Recent NPR 89.9 Interview

Additional kudos was given to: Jason Lee, Danielle Mincey-White and Christine Weber.

Adjournment
Sue Syverud wished everyone Happy Holidays. The meeting adjourned at 1:10 pm.