

## COE FACULTY ASSEMBLY STEERING COMMITTEE

### **MINUTES – NOT APPROVED**

**March 23, 2018, 10 am – 12 pm**  
Dean's Conference Room

**Future FA meeting date:** April 6, 2018

**ATTENDANCE** – Drs. Bhagwanji, Harris, Key-Emelianchik, Lieberman, Ramasamy, Tessel, Wilson, Zoeller, and Ms. Catto

Meeting called to order at 10:09 am.

#### **Welcome Note**

Review January 12, 2018, FASC minutes. Motion to approve minutes made by Wilson and seconded by Harris. *Approved.*

Future meeting date of Faculty Assembly is April 6, 2018.

#### **Announcements**

M.Ed. C&I online program recognized as Top 50 by Best Colleges.

#### **Guest Speakers**

Dr. Jo Ann Smith, Director of Research Development, will be invited at the next FA meeting. Ask Yash to email to invite.

Invite Provost Perry/Vice Provost Hawkins? Comment: When provost will be hired?  
Comment: Dr. Wilson provide update, accelerated search, hire by July 2018; search chair will update at next senate meeting; there is provost website and email communication for faculty input/nominations and keep up to date; application deadline is in April 7 (?) 2018.

Others to consider. Comment: Consult constitution if there is no VP, MM willing to serve for two years.

#### **Continuing Business**

P&T revisions/policy changes. Comment: Thanks to Drs. Wilson and Williams. Several rounds of revisions, everyone had opportunity to provide feedback. The latest draft has been sent to faculty; voting will be April 6, 2018. Dr. Williams also working with dean and provost in improving third year review guidelines and process.

Departmental Spotlight (CE, CSD, and ESHP). Comment: CSD request to present last due to late arrival of faculty due to teaching.

- FA and UFS officer election update
- Problem solve issues/consider strategies
- Deadline March 30, 2018
- Encourage people to vote at departments

- Make President and VP terms for two years each, helps with continuity
- VP gets one course re-assignment per year
- Dr. Mountford was absent at the meeting due to other commitments. However, she sent the message through Lieberman that MM is willing to serve for two years as President, if there were no nominees for VP
- What are the consequences if there is no FA?
- Faculty voices won't be heard, no leadership for faculty
- Junior faculty advised that they risk retribution if don't get along
- Small departments have limited faculty to help with FA
- Senior faculty need to step up
- Map out junior, senior faculty; those not involved can be encouraged to become involved, use personal approach
- Dean's talking point – incentive for VP
- Junior faculty may not know contacts, procedures
- VP shadows and learns President role
- Junior faculty have to focus on research and scholarship
- Not convinced VP should be a 2-year term
- During nomination process and President's report, spell out areas to focus on
- What about 2 year terms for President? Comment: Expectation to become President may deter VP nominations; best to use personal contact
- Larger issue is why is there apathy?
- Point to the important of P&T – otherwise it will only be the voices of administrators
- Faculty Assembly is conduit to get to know other faculty in college and across campuses
- Ask little agenda time at departmental meetings at beginning of new year to address FA leadership
- President's report and Yash send election note – need involvement of faculty in dean's search (and P&T, 3<sup>rd</sup> year review, sustained performance evaluation)
- What if VP does not have to commit as President? Can buy time to search for officers.

University Faculty Senate report – no significant updates

UFF-FAU report – Comment: Governor signed legislation requiring 50% membership in union; some questions whether Henderson faculty can be included, or be subjected to being dissolved. Comment: We have to be ready to address if union gets dissolved.

Other continuing business - none

## **New Business**

President's report – summarize accomplishments this year (P&T, dean's search process, SPE, invited many guest speakers, departmental showcase, beginning and ending meetings on time, thank Dean for pizza, also Linda Proctor, steering committee members), future activities – FA leadership, voices for SPE, third year review revisions, dean's search

Showing appreciation for eLearning Center – comment: many receive training in eCertification, helpful and assisted college to put more courses online; invite Vicki Brown and instructional designers. Comment: Good idea. Comment: Individual programs received recognition, this may in part be due to eLearning? Comment: Should we provide a certificate of appreciation to eLearning? Comment: Nice idea, ask dean. Comment: Vicki is from our college.

Comment: Recognize two Holmes Scholars, from ESE and EDLRM. Comment: AACT provided one dissertation award, FAUs Holmes Scholar was awarded this national recognition for our college the very first time. Comment: One Holmes scholar was media coordinator, another was a research coordinator and introduced 3MT at national contest. Emphasize national accomplishments. Comment: Holmes Scholars program is organizing conceptual and theoretical frame work in dissertation research Forum on March 27, 2018, also going on webinar. Comment: Thank the dean for her support.

Other new items

## Departmental Reports

Compile faculty accomplishments from October 2017 to March 2018 and submit to Dr. Bhagwanji by April 1, 2018. Comment: in APA format? Response: Will be helpful.

Comment: Dr. Shepard had asked to include OASS in departmental highlights. Useful to share data and roles/functions of the office.

**Deans talking points** – eLearning, VP issue, thank Dean for Holmes program support, summer budget for teaching/will undergraduate courses be affected if low enrollment, building work update

**Motion to Adjourn** made by Ms. Catto and seconded by Dr. Lieberman. *Approved*, 11:52 am.

FOR FA AGENDA

VP role – step up more, look at **some** additional responsibilities, then possible for incentive; comment: VP to attend and prepare/present UFS report; should closely work President in putting agenda, minutes together, etc. Comment: Incentive shows Dean's commitment to governance process. WORK on Notice of Motion; get word out to faculty; exec met with dean, dean willing to provide incentive with additional expectations/closely work with President; looking into changing constitution; President will get help also.

Summer offerings – budget, memo, how COE is approaching the matter, looking into formulas

Thanked Dean Bristor for her support for **Holmes Scholar program**. Showcase college wide initiatives in Fall 2018. (last item, bulleted, with Dr. Ramasamy). Invite the scholars to share experiences? Also to see faculty governance. Arrive by 11:30 am. Dean has to leave by noon. Dovetail President's report.

eLearning appreciation – education graduate programs was ranked by US World News & Report; c&l; other programs; ask Teresa for certification of appreciation; send wording to Dean

Building update – ask Don.

Shelter in place – locks.