

COE FACULTY ASSEMBLY

Steering Committee

AGENDA

August 26, 2005

Welcome

Introduction of Members

Role of Steering Committee.

- Serves of interpreter of the Faculty Assembly Constitution
- Represents the Departments and/or Standing and Ad Hoc Committees
- Sets the agenda for Faculty Assembly meetings.
- Identifies “where we go from here”
- Identifies “what needs to get done” (while respecting we are all extremely busy people)
- Identifies “what do we need to achieve”
- Serves as a means to moderate the climate of the College (and possibly serve as an aid in the healing process)

Standing Committees and Ad Hoc Committees

- Democratic Decision Making Committee
- Equity in Assignments
- Market Equity
- Ethics
- Faculty Connections
- Research Committee
- Policies and Procedures Committee (formed to address NCATE related faculty governance issues)

Old Business

- Final Report for 2004-2005
 - STATUS REPORT: Dale Williams
- Dean’s Evaluation
 - STATUS REPORT: See *Final Report*. Valerie Bryan
- Promotion and Tenure Issues
 - STATUS REPORT: *May Massacre*. Leadership Team. PowerPoints from two P & T Open Forums
- Updating of COE Policies and Procedures as related to Faculty Governance
 - STATUS REPORT: Mary Lou Duffey
- Evaluation of 2004-2005 Faculty Assembly
 - STATUS REPORT: See *Final Report*. Valerie Bryan (in place of Yussra)
- Motion Status:
 - Therefore...Be resolved that the COE Faculty Assembly recommends the Dean of the College of education and the University Administration allocate recurring salary monies to **address salary inequities**, including compression, for faculty with at least three years of service in the amount

of monies that will ensure at least a 5% per year gain using the OSU salary comparisons, beginning the 2005-2006 fiscal year. Status: ????

- **Motion passed that the issue of gender equity issue** be moved to the steering committee. This issue has since been raised with the Dean. Status: Issue is unclear. Issue raised with Dean. Valerie Bristor is investigating . Question is more gender equity data be collected in Fall 2005?
- **Motion regarding Membership.** Based on faculty feedback (and in keeping with the process outlined in the constitution), proposed amendments related to student services personnel, instructors, and faculty on leave must be presented for voting at a Fall Assembly meeting. Motion needs to be clarified for vote.
- Democratic Decision-making Committee Recommendations:
 - Request “a long-term solution to salary inequities, especially regarding the criteria of gender, race, ethnicity, and salary compression” be explored. Issue of *inequity between people in same ranks or higher with salary equity not resolved, creating a culture of haves and have-nots.*
 - The Market Equity Committee share with the Faculty Assembly meeting all information that is legally allowable regarding current salaries.
 - The current Policies and Procedures Manual be looked at by Faculty Assembly to determine the College’s decision-making process.
 - The Policies and Procedures Manual be reviewed regarding the process for distributing grant-generated funds to the College, Departments and PI’s. If there are no policies in the manual, then PI’s should be convened to draft a policy that would go to Faculty Assembly for vote. [Approved with vote????]
 - Review the status of Membership to Faculty Assembly regarding Department Chairs, CTIs and like positions, support personnel form Student Services. [this generated lots of discussion at the last meeting, vote was taken on chairs to keep them voting members.
 - Faculty Assembly agenda be distributed two weeks prior to meetings as required by our Constitution. The DDC also recommends that faculty receive timely copies of the minutes and timely notice of upcoming meetings.
 - Address the issue of the SPOT evaluation items for online courses match the face-to-face SPOT evaluation items. (ACTION: DDC referred, addressed in Steering Committee and full Faculty Assembly, asked for Dean to address. CURRENT STATUS: ?????)

New Business

- Reports from Dean’s Executive Council
 - Budget items. Question regarding eliminating faculty lines to protect summer salaries.
 - “Recency of experience” state requirement
 - NCATE reports, conceptual framework revisions & critical assignments
- Need for a Plan of Action sheet for reports to the Faculty Assembly Steering Committee:
 - Motion Recommended. Vote and/or action taken

- Discussion points
- FAQs to FA Steering Committee, Dean or Dean's Executive Council, COE Committees, or Senate, etc.
- **Ongoing Concerns**
 - Lack of attendance at Faculty Assembly Meetings and low level survey returns on various issues. *Meeting attendance was typically 30 to 40% of total membership.*
 - Lack of understanding of what the role of the Assembly. *In short, the faculty assembly is an advisory body. As such, it passes along the faculty's concerns, recommendations, and motions to the Dean. The assembly does not create or prohibit programs/policies. It does, however, communicate issues to which the Dean is expected to respond.*
 - Current Promotion and Tenure Guidelines and Process. Are out standards in line with other Colleges?
 - Are all Policies and Procedures regarding faculty governance being followed? Are there other policies and/or procedures that need to be drafted. For example, the DDC moved that *if there are no policies in the manual regarding grant indirects, then Principal Investigator's should be convened to draft a policy that would go to Faculty Assembly for vote.* DDC also asked, *What are the established procedures and policies governing course proposals, new programs, and new degree-granting programs including alternate certification programs?*
 - New systems in place that affect faculty: FAIR, IRB procedures, Recency,
- **MYFAU Faculty Assembly Group**
 - Yearly Calendar has been created.
 - Minutes from various meetings
 - Matrix of motions or action items
 - Reports from all committees
 - Summary PowerPoints from Retreats and Open Forum
 - Survey Results
- **Agenda items for Faculty Assembly Meeting for September 16, 2005**, need to be developed. Beginning items noted. What needs to be added? Can we suggest purpose of committees, meeting times and call for new members?
 - Report regarding May Massacre & P & T Open Forums (Lydia Smiley)
 - Report regarding Dean's Evaluation (Dilys Shoorman)
 - Copy of summary report for FA 2004-2005 (Dale Williams)
 - Copy of summary report for FA 2004-2005 FA Survey (Valerie Bryan)
 - Motion from Membership Committee
 - Report from Ethics Committee (Jennifer Sughrue)
 - Report from DDC (Pat Maslin Ostrowski)
 - Report regarding Policies and Procedures related to Faculty Governance only (Mary Lou Duffey)
 - Equity and assignments ?????
 - Faculty Connection ????
- **Spring Retreat planning** is needed. For now, date, and location need to be established.

- **Ways of improving voting procedures** for Faculty Assembly to assure that individuals feel free to vote. [Possibly, encourage use Roberts Rules of Order. Anyone can ask for a secret ballot and it must be honored without discussion.]
- **Improve quality of televise meetings.** Is desktop conferencing an option? Are there other options? [How will voting work with virtual participants?]
- **Review of current Constitution** regarding role of Archivist, Membership, Frequency of Dean's Evaluation, Release Time for Officers, and Support for the Faculty Assembly (clerical)

ATTENTION

1. Please review the Faculty Assembly Constitution on the MyFAU COE Faculty Assembly Website and the most recent minutes of the Faculty Assembly
2. Submit electronically any additional items for discussion