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College of Education Council Meeting : 2007 : 02 : 07

University of South Florida St. Petersburg. College of Education. College Council

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**College of Education Faculty Meeting
Minutes of February 7, 2007**

I. Call to Order:

- Marilyn Bartlett called the meeting to order at 1:00 PM.
- A quorum was established.
- The agenda was accepted without objection.

II. FAIR system Demonstration:

- Deanna Michaels explained and walked through the FAIR system for annual reviews.
- Faculty with difficulties need to report to Joy and Deanna.
- Annual reviews are due February 9th.
- Jennifer Baker will hold training sessions announced on email and on the COE calendar

III. UFF Survey:

- Steve Lang distributed and received the UFF survey on future discussions with administration
- There will be a Tenure Process Workshop on the Tampa campus Jan. 31st, 12-1:30 PM

IV. Computer Security:

- Steve Lang provided information about computer security in light of the recent laptop thefts; handouts with suggested tracking software and assorted physical locks are available

V. Dean's Report:

- The Dean provided a presentation focused on increasing enrollments, a budget update, and new scholarships
- Folio's are due June 2007 for DOE program approval
- The Dean's PPT slideshow is attached to these minutes as posted on the COE website

VI. New Business and Announcements:

- Fun Science Night is April 11, 5:30 at Gulf Beaches Elementary School, see Malcolm Butler for information; flyers are in your boxes
- University Media Services has secure hard drive space (P drive) for all faculty available from home
- Next meeting will change rooms to COQ if a location is available

The meeting was adjourned at 2:52 PM.

Respectfully Submitted,
Steve Lang