
College Council Meeting Minutes

College of Education (COE)

8-18-2005

College of Education Council Meeting : 2005 : 08 : 18

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

Vivian Fueyo

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USF St. Petersburg
College of Education Council
Minutes of August 18, 2005 Meeting

Members Present: Chair, Brie Reck, Cynthia Leung, Guda Gayle-Evans, Bill Heller, and Marilyn Bartlett

Ex Officio Members Present: Deanna Michael, Dean Vivian Fueyo

Guests: None

1. Call to Order

College Council Chair Brie Reck called the meeting to order at 1:00.

2. Minutes of May 5, 2005 Meeting

The Minutes of the May 5, 2005 meeting were unavailable. Approval was deferred until the September meeting.

3. Meetings for Fall Semester

The College Council will meet the third Tuesday of each month, 1-3
Sept. 13, Oct 11, Nov. 8 & Dec 13

All subcommittees should meet in to time to make a report to the College Council.

4. Brown Bag Meetings :

The Brown Bags will be held the Friday before the faculty meeting on Tuesday, unless there are schedule conflicts for a substantial number of faculty members. Also, Joyce Nutta has developed a Blackboard presence for the faculty for discussion.

5. Faculty Meeting for Fall Semester:

September 2, 10-12:30. Chris D'Elia will be invited to attend.
December 16, 10-Noon, Coquina 232

6. Folio Work Groups :

Dean Fueyo told the Council that the college has progressed greatly in the last year. Those responsible for the Folios need to meet with the Dean once per month to communicate what they need and how she can help them progress. Brie added that the committee needed a list of tasks (data collection, who is writing the introduction, etc.)

7. Academic Appeals Committee:

Bill Heller moved that the Council create an ad hoc Academic Appeals Committee. Marilyn seconded.

8. Standing Committees:

Liaisons will need to be selected for all standing and ad hoc committees.

9. Curriculum and Programs Committee

The Math and Science Master's application is done to DOE specifications, but does not follow the USFSP format. The Curriculum and Program committee approved the content and it is not necessary to send it back. Deanna will work with the office staff to set up a template for the USFSP forms and the format for a departmental syllabus. Because of the need for the COE to follow DOE format for submission, the office staff can help by putting the information from the

DOE format in the USFSP forms and in a Departmental Syllabus. The forms will be modified for use at USFSP soon and will be available through the web.

Tandem Folio: Bill Heller presented the Tandem Portfolio submitted by the COE. In response to an FLDOE REF to develop an innovative program in secondary special education, the Special Education program developed a sequence to allow students majoring in special education to meet the requirements for secondary content knowledge in NCLB. Working with faculty from Arts and Sciences, electives in the special education degree with ESOL endorsement would be concentrated in areas of Arts and Sciences for the development of content knowledge. The candidates will be encouraged to take the content teachers examination in the areas of arts and sciences that they selected early in their program so that remediation will be possible. Marilyn moved that the Council approve the Tandem Folio. Guda seconded it. The form was given to the chair to sign and will be forwarded to the Dean.

Let the minutes reflect the congratulations from the College Council to Dr. Heller and all the faculty and staff who worked on the Folio.

10. **Committee Reports**

a. **Tenure and Promotion Committee**

No Report

b. **Community Partnership Committee**

No report

c. **Annual Review Committee**

No report

d. **Conceptual Framework Committee**

No Report

11. **Dean's Report**

Dean Fueyo reviewed the Goals for 2005-2006 (Letter sent to faculty at home)

Supporting faculty continues to be the top priority.

USFSP can now identify which students are St. Pete students for purposes of FTE and retention, etc. We are also working with Kathe Raushe to move our CF for NCATE and orienting everyone to the new assessment system.

March 1 is the deadline for the folios to the DOE. Dean Fueyo's goal is for the committees to finish the drafts by December. We will have enough time to make changes in January. Marilyn asked if the PD and CAGS could be placed in them as well.

Feb. 7, 8, 9 will be the dates of the SACS on-site visit. The preparation for NCATE will work well for SACS.

Other topics covered were vacant faculty lines, the need for a strategic plan, and a need to review our values statement. Dean Fueyo will develop a plan for the use of the vacant faculty lines.

The Dean also said that the individual meetings with the faculty her first year were very helpful in her ability to support the faculty. She wants to meet again with each faculty member for the same purpose. To that end, the Faculty Wine and Cheese party would be held at Williams House on Monday.

The Dean also presented the Reciprocal Agreement with Pinellas County Schools. She requested that the Council members review it and decide whether to endorse its continuation.

The Dean will send an e-mail to us for a Fulbright opportunity. A group of Jordanian women are coming to USFSP. The faculty were encouraged to participate on a panel and to attend the presentation.

The Council members and the college faculty were encouraged to attend the September 7 Faculty Convocation Luncheon.

12. Adjournment

Bill moved to adjourn the meeting, Marilyn seconded the motion, and the Council unanimously agreed.

Summary

Motions	Approval Status
Academic Appeals Committee	Bill made the motion.
	Marilyn seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Council approval of the Tandem Folio	Marilyn made the motion.
	Guda seconded the motion.
	The Council unanimously approved.

Actions (Follow-up)	Person(s) Responsible	Deadline (if any)
Forward forms for Tandem Folio approval to the Dean	Brie	August 18, 2005
Actions (Follow-up)	Person(s) Responsible	Deadline (if any)
Review Reciprocal use agreement with Pinellas County		September 13, 2005

Respectfully submitted,
Deanna Michael