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College of Education Council Meeting : 2005 : 09 : 13

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 September 13, 2005 Meeting

Members Present: Chair: Brie Reck, Cynthia Leung, and Guda Gayle-Evans
Ex Officio Members Present: Deanna Michael, Dean Vivian Fueyo **Guests:** None
Absent: Marilyn Bartlett, Wm. Heller

Call to Order

College Council Chair Brie Reck called the meeting to order at 1:10.

Minutes of May 5, 2005 Meeting

Cynthia moved to approve the minutes with suggested changes, and Guda seconded the motion.

Minutes of the August 18 meeting will be distributed via e-mail for suggested changes and approval.

Action Items From May 3, 2005 meeting.

Technology request: Dean Fueyo will take the faculty request for remote access to the USFSP server to the Council of Deans. An example of technology need is to access files from home to work on research and class materials.

Brown Bags: Discussion centered on whether the issues involved in the Brown Bag structure were resolved at the Faculty meeting. Dean Fueyo reminded the Council members that the faculty had agreed to a change of time (from morning to noon) at the faculty meeting. Cynthia added that the faculty had agreed that the Brown Bags needed to be held before the College Council meeting. Brie agreed to invite Mark Durand to the October 7 Brown Bag to discuss faculty governance.

Amendments to the Constitution: Brie pointed out that the addition of new categories was more complex than anticipated. Guda asked for clarification about the problem with the current system. Brie responded that the major change was the addition of faculty and the size of some of the programs. Guda pointed out that one major issue was the division of Educational Leadership and Foundations/Research faculty and the placement of the undergraduate Leadership program. Cynthia asked for clarification of where Secondary Education belonged. Brie suggested that the Council draft an amendment to the COE Constitution that is flexible enough for future growth. Cynthia reminded the Council that the By-law Amendment needed to be distributed to the faculty and voted on as well.

Curriculum and Programs Committee

Council charged the Curriculum and Program Committee to appoint a liaison because the Chair of the C & P Committee is a member of the Council.

Tenure and Promotion Committee

Because Joyce Nutta is on sabbatical, the Council will need to appoint another member to the Tenure and Promotion Committee. Brie will contact Bill Heller and request that he join the committee. Because of the increased number of tenured faculty, Brie also suggested that the T & P Committee begin to stagger their terms. The Committee will be asked to decide who has one and two year terms.

Brie presented the timeline for tenure packet submissions and mid-tenure review packets. Guda made the motion to approve the timeline and Cynthia seconded it. Guda (as the liaison for the T & P Committee) agreed to take the timeline to the Chair, Margaret Hewitt.

Community Partnership Committee

Cynthia will be the Liaison to the Council.

Annual Review Committee

No members were present. Council charged the Annual Review Committee to appoint a chair, vice-chair, and Council Liaison. The Dean will meet with the committee to discuss differences in rankings among faculty members. The Council looks forward to a report from the Annual Review Committee on the use of the descriptors and their meeting with the Dean.

Academic Appeals Committee

None were presented for review. Brie made the motion for the Associate Dean to serve as an ex officio member. Cynthia seconded the motion. The Committee needs to appoint a chair, vice-chair and Council Liaison

Conceptual Framework Committee

Deanna introduced the SLO's to her Introduction to Education class. They did not seem to understand what several meant until the Outcome was broken down into parts. She is going to ask them to paraphrase the SLO's as a classroom exercise.

Dates and Calendars

Brie suggested that the college develop a centralized calendar so that faculty members would know when to submit proposals to different committees and when other meetings were occurring on campus and in the college.

Strategic Planning:

Brie recommended that we develop a strategic plan so that we know what we are doing and where we are going in our planning process. Dean Fueyo offered to distribute a template for the planning process. Brie asked if an ad hoc committee needed to be appointed. Deanna asked how much time would this take from the faculty in light of the demands from accreditation and whether the process for the college should wait until USFSP had finished revising the campus strategic plan. Guda pointed out that we needed to start planning in some areas, like enrollment. Dean Fueyo agreed and added that programs and enrollment are related. Brie wished to see a strategic plan to inform hiring

and to help the college define its direction. The Dean agreed to distribute the template to the Council members so that they could begin to discuss how to approach the strategic planning process.

F05
SLO
Assessment
System Pilot

F06

F08
DOE and NCATE
On-site Visit

Pilot Data

DOE Folios

Dean's Report

Presented the agreement with Pinellas County School District concerning facility usage. Through this agreement we are permitted to use their facilities and they are permitted to use ours. Brie moved to endorse the agreement. Guda seconded the motion.

The Dean then presented the hiring plan from the existing budget. Areas for Associate Professor are Reading, Mathematics, and Science. The areas for assistant professor are reading and science. A position for a recruiter for the COE was proposed as well. All of the positions will be advertised pending available funds. Brie pointed out that Educational Leadership will need an assistant professor to avoid too many adjuncts teaching classes. Dean Fueyo agreed to request additional funding and a new line for Educational Leadership. The Dean also pointed out the line requests using existing funds still allowed the college to hire adjuncts as necessary. Cynthia made the motion to endorse the COE hiring plan using the existing budget. Guda seconded it. Cynthia made another motion to endorse the request for additional funding and a new line for Educational Leadership. Guda seconded the motion.

The Dean presented a table for allocations of non-recurring funds for faculty support for DOE folio preparation and assessment system pilot. These stipends are for faculty participating in the update of ESOL assignment, assessment system support, working on the DOE Folio, and to purchase a server. Cynthia moved that the Council endorse the allocations of non-recurring funds for faculty support for DOE folio preparation and assessment system pilot. Guda seconded the motion.

The Dean requested a policy on course substitutions for the college. Brie made a motion for the Curriculum and Program Committee to develop a set of procedures for the acceptance and rejection of course substitution. Guda seconded the motion.

The Dean also presented the Academic Learning Compact for Secondary English, Special Education, and Elementary Education to be placed in the Undergraduate Catalog. A faculty member from each program read the Academic Learning Compact for that program and approved it. The three compacts consisted of placing 7 of the 8 SLO's in the format of the Academic Learning Compacts. The SLO omitted addressed values. Brie

expressed concern that one of the SLO's was omitted and suggested that the issue go to the Conceptual Framework Committee. Dean Fueyo suggested that the Conceptual Framework Committee wait until it had the results of the pilot study. Brie agreed that this approach would allow the Conceptual Framework Committee to address the findings and the ability to measure values at the same time. Brie made the motion for the Council to refer the Academic Learning Compact to the Conceptual Framework Committee at the end of the pilot to address the problem with the value SLO. Guda seconded the motion. Brie also made a motion for the Conceptual Framework Committee to present the Academic Learning Compact to the faculty for review and consideration.

The Dean requested that the Chair of the College Council call a special faculty meeting from 9:30 to 10:00 on Friday, September 16, 2005 to set the stage for individual meetings with faculty members. Brie agreed to call the meeting.

Adjournment

Guda moved to adjourn the meeting, Cynthia seconded the motion, and the Council unanimously agreed.

Summary

Motions	Approval Status
Approval of May 3, 2005 minutes	Cynthia made the motion.
	Guda seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Accept the timeline for submission of tenure and mid-tenure packets.	Guda made the motion.
	Cynthia seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Associate Dean will serve as an ex officio member of the Academic Appeals Committee.	Brie made the motion.
	Cynthia seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Council members endorsed the standing agreement for mutual facility usage with the Pinellas County School District.	Brie made the motion.
	Guda seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Council members endorsed allocations of non-recurring funds for faculty support for DOE folio preparation and assessment system pilot	Cynthia made the motion.
	Guda seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Request that the Curriculum and Program Committee develop a set of procedures for the acceptance and rejection of course substitution.	Brie made the motion.
	Guda seconded the motion.
	The Council unanimously approved.
Motions	Approval Status
Council members referred the Academic Learning Compact to the Conceptual Framework Committee at the end of the pilot to address the omission of	Brie made the motion.
	Guda seconded the motion.

the value SLO.	The Council unanimously approved.

Actions (Follow-up)	Person(s) Responsible	Deadline (if any)
Draft amendment to divide Education Leadership and Foundations/Research/UGLeadership	Brie Reck	College Council meeting October 11, 2005.

Actions (Follow-up)	Person(s) Responsible	Deadline (if any)
Request Dean's office to post calendar items and include links to agenda for meetings (when possible).	Dean Fueyo	

Respectfully submitted,
Deanna Michael