

3-21-2006

College of Education Council Meeting : 2006 : 03 : 21

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

Vivian Fueyo

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College of Education Council Minutes of March 21, 2006

Members Present: Brie L. Reck, Chairperson; Marilyn J. Bartlett, Vice-Chairperson; Cynthia Leung; Guda Gayle-Evans, Bonnie Braun

Ex Officio Members Present: Dean Vivian Fueyo, Associate Dean Joyce Nutta, Juanita Fountain (Curriculum Liaison); Kim Stoddard (Faculty Senate Representative)

Absent: Wm Heller,

Guest: Deanne Michael (Graduate Council)

1. Call to Order: Dr. Reck called the meeting to order at 12 pm.

2. Review and approval of the meeting minutes:

Dr. Leung moved that the February Minutes, which had received electronic approval, be officially approved. Dr. Gayle-Evans seconded the motion. There was no discussion and the motion carried unanimously.

3. Faculty Meeting - Follow up.

- 3.1. The Council felt that the Faculty Meeting on March 20, 2006 went very well.
- 3.2. Zafer is the college representative to the Technology committee.
- 3.3. In terms of next steps of where we go as a COE, Dr. Nutta has posted the threaded discussions and Council members need to encourage faculty to post their comments.
- 3.4. The Dean is convening an Ad Hoc committee to meet monthly to review the NCATE and DOE Standards, as part of the work for accreditation. Part of the work will include a careful review of NCATE and national standards for technology assisted instruction.
- 3.5. Dr. Michael recommended that each program area faculty review their own courses to determine which are appropriate to develop in the "on line" format.
- 3.6. We need further discussion about the capability of the technology to support our classes.

4. Dean's Report

4.1. New Business

- 4.1.1. Across the Board Faculty Salary Increases and Discretionary Pool of Excellence
- 4.1.2. Increases One-Course Release for Research
- 4.1.3. Support for Faculty Advising during Summer 2006
- 4.1.4. Graduate Credit from the College of Education for Florida Center for Teachers Summer Seminars

4.2. Old Business

- 4.2.1. Summer school assignments have been sent out to all fulltime faculty. The criteria were vetted through General Counsel, are in line with the Collective Bargaining Agreement, and were approved by Mark Durand. Courses to be offered this summer were submitted by program coordinators, suggested by advising, and are being offered to meet the needs of our students and programs. This procedure for scheduling courses is the same process used each semester.
- 4.2.2. All three faculty searches are still in progress: 1) an offer has been made to one of the finalists in the Math Education Search; 2) the Reading Search committee is

having a final meeting this afternoon; and 3) the two final candidates for the Science Education Search will be on campus this week and next.

4.2.3. Assessment Pilot Progress Report A

4.2.3.1. All three sessions with the students covering the Assessment System Pilot have been completed. The system will be accepting student artifacts and accompanying annotations from April 17. At that time the system will be closed on faculty will be reviewing and evaluating the student submissions. The faculty involved in the pilot will be meeting later this month to discuss the evaluation process.

4.2.4. DOE Folio Preparation

4.2.4.1. The next folio meeting is scheduled for 3/21/06. Standards 1 and 2 have been received for three of the four folios in progress. This afternoon's meeting will cover Standards 5, 6, and 7.

5. Faculty Senate Report: Kim Stoddard and Deanna Michael reported

5.1. **Faculty Service Awards:** An issue was brought up that the current wording for the Service Award for USFSP does not allow for all full time faculty to be considered for the award. Cyndi Collins, the chair of the committee, presented the process used by the committee in creating the document. After a lengthy discussion the Senate voted to change the wording of the Service award to include all full time faculty and also to eliminate the wording in the service award of "accomplishments during the prior 2 calendar years will be weighted more heavily, although career service will be taken into account". This was done to emphasize the consideration of the award as a "life time" achievement award rather than an award that is given out each year.

5.2. **Faculty Salaries:** Individuals within the CAS brought up the issue to the Senate that it would benefit faculty to be paid over a 12 month period rather than the current 9 month period. This issue was considered in the past and most faculty were not in favor of this proposal. It was suggested for individuals having concerns to contact the USF Credit Union and arrangements can be made to create such a payment structure.

5.3. College/Library Report

5.3.1. The library's searches continue.

5.4. College of Business.

5.4.1. The college has finalized the process for Tenure and Promotion within their own College which will begin fall, 2006. Jim Fellows will disseminate the information to the other Colleges. (not yet on the web site)

5.4.2. The search for the new dean continues and the advertisement has been posted for the position.

5.5. College of Education.

5.5.1. Three faculty searches continue; and faculty Annual Reviews have been submitted.

5.6. College of Arts and Sciences.

5.6.1. The CAS program coordinators are continuing their discussion with the Dean regarding the amount of the stipend and the duties for the role of the program coordinator.

- 5.6.2. Several searches are ongoing including the Search for the Dean. The committee completed phone interviews with 12 candidates.
- 5.7. USFSP Representative to the USF Tampa Senate.**
- 5.7.1. The COB will present the proposal from the last Senate meeting to the faculty at the faculty meeting on 3/30. The majority of the COE faculty supported the Senate's position regarding the proposal. The CAS will bring the issue to the faculty and report back at the next meeting.
- 5.8. College Level Awards for Part-time teaching Faculty Status.**
- 5.8.1. Mark Durand brought the issue up at the Dean's meeting. The Dean's will bring the issue to each College Council for further discussion and possible implementation.
- 5.9. Teaching Assignment Status –**
- 5.9.1. Deanna Michael presented the NCATE position which indicates that time for distance learning and off campus teaching should be taken into consideration when creating teaching assignments. In addition, NCATE supports that all full time faculty should be involved in research, service and teaching. Deanna also indicated that if approved by the unit and the BOT, the Collective Bargaining Agreement will include the opportunity for Promotion for Instructors to levels of Instructor 1, 2 & 3.
- 5.10. Faculty Council Survey**
- 5.10.1. At the Faculty Senate meeting, Deb Henry suggested that the results of the Faculty Council survey be posted on a web site.
- 5.10.2. The Senate determined that the 3 main issues highlighted in the results of the survey will be brought back to each College Council for further discussion and input. The three main issues that were noted in the survey include: 1) a need for collegiality 2) faculty need more time for research 3) faculty need to be independent from administration.
- 5.10.3. In addition, the Senate would like a representative from each college to become an Ad hoc committee of the Senate to discuss the results of the survey and make recommendations for "next steps." Bonnie Braun moved to put the question to the entire faculty for a volunteer. Cynthia seconded the motion; there was no discussion and the motion carried. Marilyn will email the COE faculty and ask for a volunteer.
- 5.11. SACS Meeting**
- 5.11.1. Some concerns have been raised by faculty that the SACS visit did not include time for discussion with faculty and students. Mark Durand responded that the structure of the SACS visit was determined by the SACS committee not the USFSP administration.
- 5.12. Information from the Regional Vice Chancellor**
- 5.12.1. Mark Durand requested that USFSP create a committee to review and oversee the General Education requirements. It was decided that the Undergraduate Council will be charged with this task as part of the responsibilities of the Council.
- 5.12.2. Mark Durand reported that the summer budget for course offerings is similar to last year's budget and in some cases more funding is available. He also indicated that the Administration wants to support as many courses as possible to be offered this summer. If advisors see a need for additional sections and a College does not

have the funding to support additional sections, the administration will assist in funding the necessary section. He indicated that the required number of students to offer a section will be more flexible to encourage students to enroll in classes at USFSP.

5.13. **Next meeting of the Faculty Senate .**

- 5.13.1. The Faculty Senate meeting scheduled for March 10th has been cancelled and the Senate will next meet on March 24th.

6. **Committee Reports**

6.1. **Curriculum Committee: Juanita Fountain.**

- 6.1.1. **Course Substitution policy:** It is nearly completed. The Committee has taken this charge with earnest and will see the final draft at the next Committee meeting.
- 6.1.2. **Student Academic petition form:** This was approved by the Committee in November. The Dean asked that the CurrCommittee reconsider some changes recommended by College Council.
- 6.1.3. **Course Proposal - Standards Based Education course proposal:** The CurrCommittee approved this one credit course and recommends that College Council do likewise. Guda moved to approve the proposed course with the addition of a co-requisite course in ESOL, Cynthia seconded the motion and it carried.
- 6.1.4. **Course Proposal - Current Trends in Assessment**
- 6.1.4.1. Point of information: The CurrCommittee did not approve this course which is a part of the Math/Science Masters and the ESE MAT program. The College Council asked to be able to review the proposal before Marilyn meets with Judy to discuss the recommended changes proposed by the CurrCommittee as well as those that may arise by the College Council. This will assist in the passage of the course at the Council's next meeting.
- 6.1.5. **Course Proposals – MA in Elementary Education with a Mathematics/Science emphasis**
- 6.1.5.1. Brei made the motion to approve the following courses: Geometry for Elementary Teachers, Algebraic Thinking for Elementary Teachers, and, Problem Solving for Elementary Teachers; Marilyn seconded the motion, and the Council unanimously approved.

6.2. **Tenure and Promotion: Wm Heller.**

- 6.2.1. No Report
- 6.2.2. Brie noted that there is a need to replace Margaret as University-wide Representative and that she will ask Bill to agree to serve in that capacity.

6.3. **Annual Review Committee: Kim:**

- 6.3.1. Meeting is scheduled for Thursday. Work is underway.

6.4. **Community Partnerships: Cynthia Leung**

- 6.4.1. No Report

6.5. **Academic Appeals Committee: Brie Reck**

- 6.5.1. No report

6.6. **Library Committee: Guda Gayle-Evans**

- 6.6.1. No report

6.7. Faculty Awards:

6.7.1. After some discussion, Bonnie moved to establish an *Ad hoc* committee to develop guidelines for the teaching awards; Guda seconded the motion and it carried. Bonnie will convene a meeting.

7. **Adjourn:** Guda moved to adjourn the College Council meeting; Cynthia seconded and the motion carried without any discussion. The meeting adjourned at 2:30 pm.

MOTIONS	APPROVAL STATUS
Approval of February minutes	Cynthia made the motion
	Guda seconded the motion
	The Council unanimously approved.
The COE faculty will be queried and a volunteer will be sought to fill the COE Representative to the Faculty Senate <i>Ad hoc</i> committee to review the results of the Faculty Survey.	Bonnie made the motion
	Cynthia seconded the motion
	The Council unanimously approved.
Standards Based Education course proposal: The CurrCommittee approved this one credit course and recommends that College Council do likewise. Guda moved to approve the proposed course with the addition of a co-requisite course in ESOL, Cynthia seconded the motion and it carried.	Guda made the motion
	Cynthia seconded the motion
	The Council unanimously approved.
The CurrCommittee approved the three courses presented and recommended that the College Council do likewise. The following three courses were approved: Geometry for Elementary Teachers, Algebraic Thinking for Elementary Teachers, and, Problem Solving for Elementary Teachers.	Brie so moved
	Marilyn seconded
	The Council unanimously approved.

COLLEGE OF EDUCATION POLICY APPROVED
none

ACTIONS (FOLLOW UP)	PERSON(S) RESPONSIBLE	DEADLINE (if any)
Email the faculty to inquire as to who would be available to serve as a volunteer member of the USFSP Faculty Senate Ad Hoc committee to review the findings of the Faculty Survey	Marilyn	Immediate