

11-8-2005

## College of Education Council Meeting : 2005 : 11 : 08

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 November 8<sup>th</sup>, 2005**

**Members Present:** Brie L. Reck, Acting Chairperson; Marilyn J. Bartlett, Vice-Chairperson; Wm. Heller; Guda Gayle-Evans; Cynthia Leung

**Ex Officio Members Present:** Deanna Michael, Dean Vivian Fueyo

**Absent:** Wm Heller, Joyce Nutta, Chair

**Guest:** None

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

**2. Review and approval of the meeting minutes:**

Corrections were made by the Council. The Council unanimously approved the minutes.

**3. Dean's Report**

New Business

- Reorganization of the administrative team in the College of Education
  - Grants and Foundation Proposals Submitted
- With Marine Science, we were invited to submit a proposal to NSF, *Minorities Striving and Pursuing Higher Degrees of Success in Earth System Science (MS PHD'S) Virtual Classroom Education and Mentoring Program* for \$750,000 over three years, to partner with Rawlings Elementary School (Shirley Lorenzo, principal), Lealman Elementary School (Elaine Miles, principal), and Clearview Avenue Elementary School (Mary Jane Dann, principal) to enrich the earth science curriculum by using science mentors. There is no required commitment for the COE beyond my time dedicated to the project as co-PI. If funded, we will receive a fulltime graduate assistantship for a new student in the Math/Science masters program.
- With the Pinellas County Schools, we were invited to become their higher education partner in submitting a proposal to the Florida Department of Education, *Mentoring New Teachers in High Turn-over Teaching Environments to Increase Teacher Retention and Improve Student Learning*. For the first part of the project, we agree to accept as students two experienced teachers from the PCSD with full tuition paid who will register for the first two courses in the Teacher Leadership Certificate Program in the Educational Leadership Program. I have discussed this with the entire Ed Leadership faculty, and they endorse our participation. For the second part of the project, the PCSD will subcontract with the COE for \$37,000 to offer staff development sessions once a month for 1 ½ hours each month for five months to new teachers at Gibbs High School on topics correlated to the curriculum on new teacher support and mentoring: teacher expectations and student achievement, creating learning communities, motivation and learning, etc. The subcontract has additional funds to support COE faculty to work with the district in developing a new teacher mentoring strand for the district's Beach Camp for all new teachers, which the district offers each August. Before submitting the grant, I spoke with several faculty members actively engaged in research in these areas and asked them if they would be interested in participating. All of them agreed to participate if the project is funded.
- We were invited by the Progress Energy Foundation to submit a renewal application for our Leadership for Results program. In addition to requesting a renewal of the \$75,000 award, we have requested an additional \$60,000 to support a Teacher Leadership Institute during the summer of 2006, in conjunction with the Pinellas County School District.

Academic Learning Compacts

- Elementary Education and Special Education faculty have been working on the assessments for the outcomes of the Academic Learning Compacts required by the Florida Board of Governors for all undergraduate programs at SUS institutions. Lisa Kahn in Academic Affairs is reviewing the drafts, and she will be providing us with feedback soon. The final deadline is November 18.

Council of Deans' Update

- Budget and Resource Committee approved funds for Academic Affairs to hire someone to be responsible for post-award support for grants campus-wide.
- SACS Team leader, Dr. Sandra Harper, Provost at Texas A & M, will be here all day on November 18.
- Classroom technology updates paid for by a contribution from each college include projection equipment, new arm chairs, and projection and computer cabinets. These will all be in place by the beginning of the spring semester.
- 2006-2007 Sabbatical applications due January 10, 2006. Eligible faculty in the College of Education are Bill Heller (one semester at full pay, two semesters at two-thirds pay, or two semesters at one-half pay), Terry Rose (one semester at full pay or two semesters at one-half pay), Guda Gayle-Evans (one semester at full pay), and Kim Stoddard (one semester at full pay or two semesters at one-half pay).

### Progress Reports on Old Business

#### **Assessment Pilot Progress Report**

- Pilot Assessment System on new server 10/5/05
- Pilot faculty volunteers and students participating identified 10/10/05
- Pilot faculty orientation and organizational meeting 10/10/05
- Discussion board for pilot students and all COE faculty 10/12/05
- Student orientations to the assessment system 10/15/05-11/15/05
- Catheryn Weitman, PhD., Barry University, conducting all day training for faculty in the pilot on how to use and score with the Accomplished Practice rubrics 11/28/05

#### **DOE Folio Preparation**

- Folio preparation timeline coordinated with Curriculum and Program Committee, Graduate Council, and Undergraduate Council 10/1/05
- Folio Coordinators, Faculty Support and Tasks finalized 10/7/05 (Elementary Education (UG) and Reading Education (Grad), Margaret Hewitt and Jeani Fullard; ESE MAT (Grad), Bonnie Braun and Kim Stoddard), English Education (TBA)
- Folio preparation meeting to discuss the syllabus template, Tandem Folio feedback and overall progress on the folios 11/14/05
- COE assistance for folio preparation and review

#### **Kappa Delta Pi Chapter for the COE**

- Our application for a chapter of Kappa Delta Pi for our college was granted effective June 2005, but no faculty member has agreed to serve as a sponsor at this time, I am volunteering to serve as the faculty sponsor to get the chapter started. I plan to work closely with Brett, Lyman, and Deanna, faculty sponsors of our student organizations, to coordinate our efforts.

## **4. Committee Reports**

- **Curriculum Committee: Marilyn Bartlett.**
  - Bonnie Braun is the Vice Chairperson for Curriculum Committee.

- The Curriculum Committee unanimously voted that “Until such time that the College of Education faculty becomes large enough to support multiple persons in various roles, the Liaison/Standing member to the College Council will be any member of the Curriculum Committee who is also a member of the College. If no member of the Curriculum Committee is a member of College Council, then the Chairperson of the Curriculum Committee will be the Liaison/Standing member to the College Council.”

However, College Council reviewed the Constitution and Dr. Braun cannot serve because she is Vice Chairperson of the Curriculum Committee. The Committee will have to elect another member.

- Tom Peacock submitted the Educational Leadership Candidate Learning Outcomes (CLO) for the Curriculum Committee to consider. The Curriculum Committee approved, and recommends that the College Council approve, these CLO’s.
    - Motion made by Cynthia, seconded by Guda and unanimously approved
  - Curriculum Committee is establishing a tracking system for new course/program approval. This will be a form cover sheet with appropriate signature fill in the blanks so that the person proposing the course/program can more easily follow the signature trail.
  - The Committee approved, and recommends that College Council approve, the COE Student Petition form.
    - Motion made by Guda, seconded by Cynthia and unanimously approved.
  - The Committee approved, and recommends that College Council approve, the addition of the following statement on all COE course Outlines as of spring 2006: “Students will be expected to spend time in the schools /agencies outside of regularly scheduled class time to complete assignments.”
    - So moved by Guda, seconded by Cynthia and unanimously approved by the Council.
  - Curriculum Committee is working on a procedure for the acceptance and rejection of course substitutions.
  - The next meeting of Curriculum Committee is Nov 30<sup>th</sup> at 10am – 12noon. If possible, agenda items should be submitted by November 28<sup>th</sup>.
- **Tenure and Promotion: Wm Heller.**
    - No Report
  - **Annual Review Committee:**
    - No Report
  - **Community Partnerships: Cynthia Leung** reported: Gueyn Lightsley is the chairperson.
  - **Academic Appeals Committee: Brie Reck**
    - No report
  - **Library Committee: Guda Gayle-Evans**

## 6. College Council Forum Discussion Items

- a. NSSE – The Council discussed this fully and it is in the Dean’s report infra.

b. Code of Ethics for Tenure and Promotion

The Council discussed the Code of Ethics and has decided to wait for further developments.

c. Constitutional amendments and voting eligibility:

1. The Council discussed the attempted vote on the Constitutional Amendment. The Vice Chair will conduct another election in January.

7. **Faculty Council Report: Deanna Michael** reported.

1) Student concerns regarding accreditation have been raised by students in the COB due to the fact that Dean Ron Hill and the Executive team are all stepping down as of Dec. 21st. The campus administration has assured students and faculty that the programs within the COB and accreditation will continue to move forward. In addition, an interim Dean will be in place by the end of the semester or sooner.

2) The Code of Ethics discussion continued. All three colleges will send representatives to create a draft document which will then be sent out to all faculty for approval. The issue of e-mail communication during any review process was discussed. It was determined that no e-mail deliberation should take place during any review process.

3) Campus wide committee membership is still being developed with a need for student representation on several committees.

4) College Reports:

MS Report: The Dean of the College of Marine Science will be stepping down in a few years and the College would like faculty representation from USFSP when the search committee convenes. The faculty in MS also supports the changes made in the recreational fees while still concerned that family members must pay to use the facilities.

COE Report: No meeting has been held since the last FC meeting.

Library Report: No meeting has been held since the last FC meeting.

CAS Report: The Dean's search continues & the College Council of CAS have looked at the NSSE report.

COB Report: Issues from the College are listed in #1 above

5) Items to be discussed at the next FC meeting

- Faculty attendance at campus activities
- Faculty Survey
- Change of name from Faculty council to Faculty Senate is supported as long as it is a name change only

**Motion:** Cynthia moved that the College of Education College Council approved the title change of the Faculty Council to Faculty Senate, Seconded by Guda, and unanimously approved by the College Council.

8. **The meeting adjourned at 3 pm.**

The next Faculty meeting is December 16<sup>th</sup> from 10am to 12 noon in Coquina Hall 232.

This meeting is open to all faculty and they are encouraged to attend.

<b>MOTIONS</b>	<b>APPROVAL STATUS</b>
Approval of October 11th, 2005 minutes	Cynthia made the motion
	Guda seconded the motion
	The Council unanimously approved.
The Curriculum Committee approved, and recommends that the College Council approve, these CLO's proposed by the Educational Leadership faculty for their candidates.	Cynthia made the motion
	Guda seconded the motion
	The Council unanimously approved.
The Curriculum Committee approved, and recommends that College Council approve, the COE Student Petition form.	Guda made the motion
	Cynthia seconded the motion
	The Council unanimously approved.
The Curriculum Committee approved, and recommends that College Council approve, the addition of the following statement on all COE course Outlines as of Spring 2006: "Students will be expected to spend time in the schools /agencies outside of regularly scheduled class time to complete assignments."	Guda so moved
	Cynthia seconded
	The Council unanimously approved.
College of Education College Council approved the title change of the Faculty Council to Faculty Senate, Seconded by Guda, and unanimously approved by the College Council.	Cynthia moved
	Guda seconded
	The council unanimously approved.

**COLLEGE OF EDUCATION POLICY APPROVED ON OCTOBER 10, 2005**

<b>ACTIONS (FOLLOW UP)</b>	<b>PERSON(S) RESPONSIBLE</b>	<b>DEADLINE (if any)</b>
The Council discussed the attempted vote on the Constitutional Amendment.	Marilyn	January 31, 2006