

9-19-2003

## College of Education Council Meeting : 2003 : 09 : 19

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### Recommended Citation

University of South Florida St. Petersburg. College of Education. College Council, "College of Education Council Meeting : 2003 : 09 : 19" (2003). *College of Education: College Council Meeting Minutes*. 73.  
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**College Council Minutes**  
**Called Meeting – Sept. 19, 2003**

**Members Present:** Guda Gayle-Evans, Steve Lang, Terry Rose, Deanna Michael, Barbara Frye, Bonnie Braun. **Ex Officio Members Present:** Dean Vivian Fueyo, Robert Egley-Faculty Council Liaison.

Meeting called to order at 10 AM by Chair Guda Gayle-Evans.

**New Business:** Members of the Council decided that the COE Faculty Council representative shall be considered an ex officio member of the College Council and designated as "Liaison."

Council members decided that Chairs and Vice-Chairs of the various council committees should be elected by the committee membership. Furthermore, these positions should not be limited to only tenured faculty.

**Tenure and Promotion:** Steve Lang reported on the USFSP COE Tenure and Promotion Guide. The scope of this document was broadened to include: (1) the importance of Clinical Supervision & Training, (2) the viability of electronic journals, and (3) evaluation documents created by the faculty member. Council membership voted to accept the USFSP template currently in use for those faculty members who are in the process of tenure for fall, 2003.

Dean Fueyo discussed a draft document pertaining to COE procedures for Tenure and Promotion, which she had written. Members discussed the "Appeals Process" contained in this document. It was recommended that our Faculty Council Liaison bring this issue up at the next campus-wide Faculty Council meeting. Dean Fueyo also recommended the inclusion of tenure-earning faculty on the Tenure and Promotion Committee. Council members voted to accept the USFSP T & P procedures for Fall, 2003, while realizing that this document is still in draft form for purposes of allowing the faculty members currently up for tenure to move forward. Council also voted on an amendment to this motion to include only #3 in "Appeals" section. Dean Fueyo will make these changes and forward to the Council membership.

Council membership also approved a vote to move mid-tenure review to Spring semester.

The Vice Chair of the Council, Terry Rose will solicit nominations for a non-tenured, ex officio member to this committee.

**COE Constitution:** Although the COE Constitution Ad Hoc Committee had completed its draft and was ready for presentation to the Council, this discussion was tabled. Dean Fueyo would like the opportunity to meet with the committee regarding her suggestions.

Meeting Adjourned at 11:58 AM  
Respectfully Submitted, Bonnie Braun

## **Curriculum and Program Committee Update**

### **Responsibilities:**

1. Safeguard academic integrity across the College of Education within the area of Curriculum
  2. Enhance communication among all departments in the development and maintenance of Curriculum.
  3. Provide structure and consistency throughout the department in regard to curricular issues.
  4. Support faculty in the creation and improvement and curriculum.
  5. Support faculty in the creation and improvement of curriculum.
  6. Facilitate external review of the curriculum
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1. Created the process and forms for submission of new and revised courses or programs. The information and forms will be on-line soon. Please see Kim Stoddard for the process or forms if needed before the forms go on-line
  2. Creating forum for updates of each program to ensure communication across programs. Educational Leadership was the first to share their updates.
  3. Collecting information on where the Accomplished Practices and ESOL standards are covered in each course (where applicable)