

# Minutes

## College of Education Faculty/Staff Meeting

Friday, November 14, 2014

9:30a.m. – 10:50a.m.

Goudes Lecture Hall ~ COED 010

**Attendees:** Lyndon Abrams, Lynn Ahlgrim-Delzell, Kate Algozzine, Robert Algozzine, Kelly Anderson, Mary Jo Anderson, Valerie Balog, Lonnie Bateman, Cynthia Baughan, Kristen Beach, Ian Binns, James Bird, Diane Browder, Erik Byker, Gloria Campbell-Whatley, Anne Cash, Marian Castle, Marvin Chapman, Heather Coffey, Belva Collins, Ed Conway, Vivian Correa, Rosslyn Crandell, Karen Cross, Annie Dagon, Mark D'Amico, Warren DiBiase, Sandra Dika, Lisa Driscoll, Mitch Eisner, Dee Ellington, Tom Fisher, Paul Fitchett, Claudia Flowers, Lindsay Flynn, Joyce Frazier, Susan Furr, Tehia Glass, Kathie Goldman, Michael Green, Daniel Gutierrez, Dawson Hancock, Stephen Hancock, Hank Harris, Jennifer Hathaway, Misty Hathcock, Catherine Holman, Charles Hughes, Charles Hutchison, Kia Jones, Sarah Jordan, Do-Hong Kim, Scott Kissau, Brian Kissel, Lan Kolano, Suzanne Lamorey, Chance Lewis, Jae Hoon Lim, Ya-yu Lo, Chrislyn Luce, Victor Mack, Rex Mangiaracina, Florence Martin, Melinda McCabe, Ellen McIntyre, Brenda McMahon, Adriana Medina, Lisa Merriweather, Erin Miller, Debra Morris, Maryann Mraz, Deana Murphy, Christopher O'Brien, Jennifer Parker, Teresa Petty, Andrew Polly, Phyllis Post, S. Michael Putman, Susan Rebich, Bob Rickelman, Tracy Rock, Tim Rogers, Rebecca Shore, JaneDiane Smith, Fred Spooner, Bruce Taylor, David Test, Michael Thomas, Kelli Ussery, Jean Vintinner, Chuang Wang, Jim Watson, Katrina White, Ed Wierzalis, Greg Wiggan, Patricia Wilkins, Charles Wood, Karen Wood, Wendy Wood.

### 1. Call to Order

- ❖ Approval of Minutes, 10-17-14 – Dr. Bob Algozzine made the motion that the minutes be approved. Dr. Bruce Taylor seconded the motion. Minutes were approved by common consent.
- ❖ Reminder to sign in at the entrance

### 2. Announcements

- ❖ Dr. David Imig will provide a presentation along with the dean on Tuesday, November 18, 2:00 – 3:00 p.m. in COED 110 on *Trends in Doctoral Education*. This presentation is open to everyone interested in doctoral education. Department chairs and doctoral program directors are encouraged to attend.
- ❖ Teacher Recruitment Office News ~ *Kelli Ussery*
  - Kelli announced that there are new materials that she would like for you to distribute when you are out visiting schools. Let her know when there are updates to be made in the materials and she will do an insert.
  - The Chancellor has announced \$2 million in funding to be used for tuition assistance for spring. Students must demonstrate need on their FAFSA to be considered. Emails were sent to the students but faculty should reinforce this very good news to students.
  - Encouragement is being given to students in the schools to come to campus and attend classes in the college. Please let Kelli know if there are classes that should not be included in this.

❖ Reading Day Holiday Luncheon ~ Thursday, December 4<sup>th</sup>

Ellen announced that this year's Reading Day Luncheon is Thursday, December 4<sup>th</sup>.

Unfortunately she is unable to attend this year but encouraged everyone to take part in this day of feasting. An invitation will be sent out soon with department food assignments.

➤ Holiday Music ~ *Rebecca Shore*

Rebecca announced that the musical group for Reading Day is forming and planning rehearsals. If you play an instrument and want to join the group, please let her know. They usually play from 11am-1pm.

### 3. Dean's Report

❖ How are salary increases determined? Last year the deans received a spreadsheet on everyone's salary and it was looked at in relation to the market in like-institutions, the same field and the same number of working years. A formula was given to give extra money. The Provost also gave additional dollars to the dean to be used for flight risks. Deans and chairs met and decided on additional money.

This year everyone received \$1,000. EPA This year it was the staff's turn to be looked at in regards to market based. A handful of people in the college received this additional money that was based on a formula. It seems that every year different groups of employees are looked at in relation to the market rate.

❖ Work Load Policy

Ellen thanked Bob Rickelman and Diane Browder and also every committee member on this challenging committee that is developing a new rubric that looks at the work that you do. Some changes that were made

- Move the date to finalize the rubric from April to March.
- Chairs will use the new rubric to evaluate faculty productivity and decide on changes in Fall 2016.
- This work load policy information was presented to you at the September meeting.
- The institution's load is 3:2. Ellen has a mandate to move to a 3:2 load. This is the breakdown:
  - 50% teaching – 2.5 days
  - 30% research – 1.5 days
  - 20% service – 1 day
- General Administration monitors course load at each campus. The Dean establishes the policy. Department chairs assigns the load. Teaching load does not include dissertation/thesis research courses. We will be looking at this work in regards to work load.
- Review and discuss this at your department meetings.
- Diane stated that a 1<sup>st</sup> reading will be at the January faculty meeting, another reading at February's meeting and a vote in March.
- This work load policy applies to anyone on our faculty that has been reappointed.

Some questions that came up:

- Are there enough courses for faculty to teach? There is other work that can be done such as supervision, work in schools, etc..
- Will the RPT policy need to be revised? No revision is needed at this time, you can have an off year.

### 4. Associate Deans Report

Dawson Hancock announced the following:

- The Doc Council will meet with David Imig on Tuesday, Nov 18.
- Program Directors will continue to receive the \$3000 stipend.
- Florence Martin and Ed Conway will be looking at our websites to ensure that they can be the best that they can be.

- Kris Duryea sends out a weekly funding opportunity digest that announces grant opportunities and also includes a status report of where faculty are in the process of applying for a grant.
- Paul Fitchett and Rich Lambert received a Spencer Foundation Grant which is a very hard grant to attain. Paul explained his process and stated that Project Mosaic was very helpful. Teresa Petty also received a mini-grant along with Chuang Wang, Ian Binns and Drew Polly using an interdisciplinary approach that involved 3 departments. Dawson asked everyone to use the assistance of our research office.

**5. Other business?**

- Strategic planning: Next steps will be discussed at the January meeting since the university is not as far in the planning stages as anticipated.

**Meeting adjourned 10:30 am**

**Next College Meeting: Friday, January 16, 2015**