



*Council Minutes
October 24, 2008, 10a – Noon
Coquina Hall 208*

Meeting Called to Order: 10:06 a. m.

I. Recognition of Members and Substitutes:

In Attendance: Dr. Bonnie Braun, Dr. Malcolm Butler, Dr. Steve Lang, Dr. Cynthia Leung, Dr. Brie Reck, and Dr. Gwyn Senokossoff.

Ex-Officio: Dean Vivian Fueyo

II. Recognition of Guests: Associate Dean Deanna Michael

III. Approval of Agenda:

Additions to Agenda:

Ad Hoc Committee for Awards—one committee instead of two

Action Item: Curriculum & Programs Committee report

The order of items on the agenda was changed. Dr. Butler asked that the Council start with Business Items.

Dr. Lang moved to approve the agenda with changes and Dr. Braun seconded the motion.

IV. Approval of minutes from September 26th meeting. The minutes were approved.

V. Business Items for Discussion:

A. Senate Report—please see attached.

One item came up for discussion. The Faculty Senate is asking that each college make their Campus-wide committee appointments for next year in March 2009 so that Senate can begin the year with everyone on board. Dr. Butler suggested that it might be more important to identify the chairs of the committees. Dr. Lang mentioned the need to be careful about the proportion of faculty service locally (campus) versus outside service. Dr. Reck reminded the Council that that is why faculty assignments should be worked out with the Academic Deans.

The Faculty Senate is establishing an Ad Hoc committee for technology and distance learning. The University Technology committee is set up for other purposes.

Dr. Reck also shared information about the Central Lawn Project. A suggestion was made to sell bricks to raise money for the colleges. Please see the Senate minutes for more details. Dr. Reck will send out an e-mail asking for input from faculty.

B. Dean's Report

See attached.

C. Other Business

Committee Reports:

Dr. Braun gave a report for the Campus-Wide Undergraduate Council in place of Dr. Stoddard. A new chair, Bob Thompson, was elected. A Vice-Chair, Kaya from the library, was elected and she will also serve as the secretary this year. The meetings will be scheduled for the second Monday of every month. The next meeting is scheduled for November 10th. The timeline and process to submit proposals to the Undergraduate Council can be found on their web site.

Dr. Braun also reported for the Campus-wide-Graduate Council. The Graduate Council met on October 16th. Dr. Ainscough from the College of Business was elected chair and Jim Schnur was elected secretary. Donna Knudsen reminded the committee that a graduate student needs to be added to the committee. The Council reviewed their policies and procedures. Donna Knudsen reminded the Council that next month (November) would be the time for programs to submit changes to their programs for the 2009-2010 academic year. The Council discussed the differences in the process for submitting non-substantive and substantive changes. The next meeting will take place on Thursday, November 13 at 10:00 a.m.

Dr. Lang shared some information about Phi Delta Kappa (PDK). He mentioned the webinars that they set up. The next one is on Gallup Polls. If there is interest, Dr. Lang can provide access for faculty to view them. Mrs. Walker will send out the information to the faculty and then faculty will need to e-mail PDK to be linked.

II. Action Items

A. Dr. Butler reported that the College Committees Memberships and Charges still need to be approved:

The Council still needs to approve the new Standing and Ad Hoc Committees. There has been some delay due to a mismatch between what is written in the By-Laws and how the committees have been staffed. Dr. Butler will send a copy of committees out for the Council to approve on Monday. The Council will vote electronically and then the list will be sent out to the faculty. Once the committees have been approved, Dr. Butler and Dr. Senokossoff will set up a schedule to meet with the chairs of each committee to give them their charges. They will also encourage committees to post their meeting times and minutes on COE web site.

B. Dr. Braun reported on the Ad Hoc committee for students graduating with honors:

The Committee (Dr. Braun, Dr. Hewitt, and Dr. Senokossoff met and made the following recommendations:

1. Students must be Full-time.
2. They must have a GPA 3.5 or better.
3. Their final evaluation for their internship should be an average of 4 or 5 and the Teacher Work Sample (TWS) should be exemplary.

Dr. Lang asked how many students might qualify. Dr. Braun did not have the information with her, but will share it at the next meeting. Dr. Leung asked how many students reach exemplary on the TWS project. Dr. Braun said that they are still developing TWS project and currently not very many students reach exemplary. The Council suggested that the exemplary rank needs to be very clear. Dr. Braun said that there is a rubric.

The timeline to apply for the award was questioned. If the timeline is too short, students will not be able to order their honors cords in time for graduation. Dean Fueyo suggested we check on costs of the College purchasing honors cords so that we don't have issues with timeline and the bookstore. The Dean will ask Jennifer Walker to check on this. The Ad-Hoc Committee will research the timeline for this semester so that students can graduate this semester with honors.

Deans are also allowed to grant honors to 1% of students who might not qualify. Dean Fueyo will check with other Deans on 1% rule and let the Council know.

The Council voted on the committee's recommendations. Dr. Butler made a motion to accept the recommendations and Dr. Lang seconded the motion. The vote was unanimous.

Dr. Michael asked the Council what might happen if a student has all qualifications for honors, but does not finish the CDN? Council decided that student will not be able to receive honors because they will not be eligible to graduate.

Dean Fueyo suggested posting this information on the COE web site. She will get this done.

The Ad-Hoc Committee will research the timeline for this semester so that students can graduate this semester with honors.

C. Dr. Senokossoff gave a report from the Curriculum and Programs Committee.

The Curriculum and Programs Committee met because some changes needed to be made to the MAT and the Dual Track Masters. There were discrepancies between the syllabi in the folio and the graduate catalog. Dr. Stoddard brought these to Dr. Michael's attention. For the MAT, there were some changes in the USF System catalog and some correction of mistakes to the 2007-2008 graduate catalog. There was also a course change. MAE 4310 will replace all of the other MAE courses (MAE 6117 and MAE 6931) because while they are listed in the catalog, we do not offer these courses at USF St. Petersburg. Next, EDG 4012: Introduction to Standards Based Education is being officially added to the MAT program. In the Dual Track Program, the Graduate Practicum was listed as EDG 6931 which is a temporary course number for new courses. The paperwork is being filed to change this course number to EDG 5940: Graduate Practicum.

Dr. Butler asked why science wasn't in the MAT program. Dr. Braun said that it was because the focus of the program is for ESE education and the program is already at 51 hours. A question about MAE 4310 was also asked. The Council asked if it could be listed as MAE 5310 since it was part of a Masters program? Dr. Braun said that subject area exam covers ESE, not math and the students already have enough graduate hours. With MAE 4310 they do not have to pay graduate tuition. Dr. Leung reminded the Council that RED6540: Assessment in Literacy was added to the MAT. The Council is remanding this issue back to ESE for compliance with DOE.

Dr. Senokossoff made a motion to accept the current changes proposed for the MAT and the Dual Track Masters. Dr. Braun seconded the motion. The Council approved.

III. Announcements:

Malcolm reported on Dr. Atwater's presentation last night, October 23.

Faculty Meeting, Friday, November 14, 1-3 p. m., in COQ 208

Next Council Meeting, Friday, November 14, 2008, 10 a. m.-Noon, in COQ 208

Dr. Lang was nominated as Social Chair for the Council to organize the Holiday Party.

The meeting adjourned at 11:52 a. m.