

**College of Education
Faculty Policy Council**

Minutes of the January 25, 2014

Regular Meeting
Location: 158 Norman Hall

Attending

Alyson Adams (STL), Diana Joyce Beaulieu (SESPECS), Linda Eldridge (HDOSE), Ester de Jong (Chair – STL), Tim Jacobbe (STL), Linda Lombardino (SESPECS), Jann MacInnes (HDOSE), Sevan Terzian (STL), Nancy Waldron (Secretary – SESPECS), Thomasenia Adams (Associate Dean), Tom Dana (Associate Dean), Glen Good (Dean), Barbara Pace (STL – alternate for Albert Ritzhaupt) Stephanie Smith (SESPECS – TDE Committee guest)

Absent: Erica McCray (SESPECS), Jacqueline Swank (HDOSE), Pedro Villarreal (HDOSE)

Approval of the Agenda

Joyce Beaulieu (moved), MacInnes (second)
Agenda for today's meeting approved.

Approval of Minutes

Eldridge (moved), Lombardino (second)
Minutes from 11/25/13 meeting approved.

Action Items:

Members of Technology & Distance Education (TDE) committee attending: Stephanie Smith and Barbara Pace

1. Recommendation for new Learning Management System (LMS)

Goal was to find a system that is stable and flexible, one that faculty would find easy to use after having worked in Moodle. The selected system should fit well with central campus; thus ensuring a higher level of support for users. Canvas appears to be best choice.

Motion to endorse TDE recommendation that Canvas be selected as the new LMS system for the college by Eldridge. Second by Adams. Motion Approved.

2. Deadline for new Learning Management System (LMS) recommendation

Would like decision of newly selected LMS by March 1. This would allow time for faculty to migrate courses for summer instruction.

Motion that the decision for the new LMS be made by March 1, 2014 by Eldridge. Second by Terzian. Motion Approved.

3. Membership continuity for Long Range Planning Committee for 2014-2015

The request was made by the current committee and Dean Good. All members are willing to extend their terms by 1 year to maintain membership stability. This will allow continuation of work with Dean Good to address strategic college issues such as enrollment and online instruction.

Motion to approve request by Joyce Beaulieu; second by Lombardino. Motion approved.

Discussion Items

1. Recommended Guidelines for Transitioning from Moodle to new LMS

Reviewed recommended Guidelines forward by TDE committee. Questions focused on what type of support are faculty likely to need through the transition? Likely to be high variability based on individual faculty needs.

What type of support will be provided by the ETC office? As part of the migration what will faculty be responsible for doing? What will ETC staff be responsible for doing?

There will be content issues and also format/interaction issues. New LMS will allow more options with the use of apps built into courses – this has the potential to change ways student do task and interact with each other. Video migration doesn't work well. Modules/assignments moved well. Estimate that migration for most courses would take 10-20 hours total.

Discussion of allocating stipends for faculty who choose to move courses to new LMS early in the transition process. TDE members thought it was important to have incentives for early adopters. Questions about how the stipend amount will be determined and whether this should be based on differences in time commitment and complexity of course components.

It was proposed that it might be better to use financial resources to have additional tech support staff hired for purpose of supporting faculty and handling migration issues. Especially given that some part of the migration will have to be handled by tech staff.

Not certain where money would come from for stipends. Is this provided by Schools? College? Was pointed out that money comes to college now for on-line classes; but

almost all classes in the college use some on-line component. No extra money is generated for blended courses. Also how do we consider fall/spring instruction and summer instruction – given that budgets differ.

Consideration should also be given to what faculty responsibilities are for on-line instruction. Identified that some would consider changes required by new LMS as part of current faculty roles and responsibilities. Teaching online courses and doing the work associated with this type of instruction has become standard; not something different or extra. Just as faculty would spend time updating any course, online updates based on a new LMS should be expected. Is this a task that constitutes an extra stipend?

The TDE committee was directed to reconsider the Guidelines in response to this discussion and feedback provided.

2. UF Standards and Markers of Excellence for Online Teaching

http://online.education.ufl.edu/pluginfile.php/90169/mod_page/content/14/UF_standards_markers%20%281%29.pdf

This is a tool and resource created by UF faculty. People new to online teaching will be required to take a course to review these standards.

ETC looking at doing some audits – to help faculty identify strengths and areas to improve the quality of instruction.

Some viewed that these standards are better thought of as a baseline for instruction. Not certain they are real markers of excellence. Maybe there is a role for COE to consider what excellence is in online teaching/programs.

3. Diversity Committee Report

Presentation by Jan MacInnes (Chair, Diversity Committee) and Michael Bowie (ex-Officio, Diversity Committee member and Director of the Office of Recruitment, Retention, and Multicultural Affairs).

Preliminary report on efforts to collect data regarding COE hiring and retention of faculty of color. Faculty in college have expressed concerns about departures of faculty of color from tenure lines; recent hires have not reflected the diversity that many would like to see in college.

Committee members are collecting data on faculty demographics from peer institutions. Also, a survey will be conducted with faculty who have left the college in the past 5 years to determine primary reasons for leaving. Recommendation made to gather and analyze college trend data over recent years. Plan to have Dean Good come to upcoming Diversity Committee meeting to discuss data and implications for COE.

Informational Items

1. Request to clarify roles for FPC committees.
 - a. Agenda Committee will draft language about the process by which issues come to committees and FPC.
2. Elections and Deans' evaluations
 - a. Dean Good evaluated annually; Associate Deans every other year. Assistant Dean Theresa Vernetson retiring; so no evaluation will be done. Associate Dean Tom Dana will be evaluated this year. Dean's Evaluation Committee: Alyson Adams (STL), Linda Lombardino (SESPECS), Walter Leite (HDOSE)
 - b. Elections committee: Jeanne Repetto (SESPECS), Shelly Warm (STL), Jann MacInnes (HDOSE)
3. Review of policies by FPC Committees for annual reporting
 - a. Request that all FPC standing committees review existing policies that pertain most to each committee. Identify any policy that should be revised/revisited and send to Ester DeJong by April. This will be used to establish the work of next years' committees.

Announcements

- Dean's Report—Glenn Good
 - A number of searches going on. Attracting high caliber applicants.
 - Assistant/Associate Dean announcement out by the end of this week. Committee includes Tom Dana & Thomasenia Adams (co-Chairs), Elayne Turner (Agriculture), Buffy Bondy, Penny Cox, Diane Porter Roberts.
 - Enrollment at UF a challenge and for COE a challenge that requires discussion at program, school, and college levels
 - UF Online university (UFO). New opportunities presented to COE.
 - Post award center close to completion.
 - Clinical faculty titles have challenges in new faculty contract. May need to consider COE alternatives, such as Professors of Practice titles. HR looking at these options presently.
- Budgetary Forum & Spring Faculty Meeting Spring 2014 - April 24th – 11:30 – 1:00. Will have a light lunch. Terrace Room.

Standing Committee Accomplishments – See “Attached Report”

Budgetary Affairs Committee: Alyson Adams
Curriculum Committee: Nancy Waldron
Diversity Committee: Jann MacInnes
Faculty Affairs Committee: Tim Jacobbe
Lectures, Seminars, and Awards Committee: Sevan Terzian
Long Range Planning Committee: Diana Joyce
Research Advisory Committee: Jacqueline Swank
Technology and Distance Education Committee: Albert Reitzhaupt

Adjournment

Motion to Adjourn by Terzian, Jacobbe (second). APPROVED

Meeting adjourned at 3:52 pm