Minutes
College of Education Faculty Council Meeting
February 25, 2015
9:30 a.m. – 11:00 a.m.
COED 205

Members Attending: Lyndon Abrams, Cindy Baughan, Bettie Ray Butler, Lindsay Flynn, Susan Harden, Pam Lassiter, Jennifer Hathaway, Drew Polly, Rebecca Shore

Guests: Dean McIntyre

1. Call to Order
   a. Approval of January 28, 2015 Minutes
      Rebecca Shore made the motion to approve the minutes. Drew Polly seconded the motion. Minutes were approved by unanimous consent.

2. Dean’s Report and Discussion
   Dean McIntyre reported that the Workload Policy Taskforce has completed their work and the first reading of the policy was supposed to take place at the February College meeting. When meeting with the Faculty Council Chair, she was asked to share the response from Faculty Council at that meeting. Together she and the Chair determined the key points to be shared. At the College meeting she shared these concerns and gave her response to them. However, concerns were raised regarding the space allowed for faculty to discuss the policy at that meeting. She offered several options to the Faculty Council for resolving this concern including postponing the first reading of the policy to the March meeting and then having the second reading and vote in April. However, this option would impact faculty’s ability to know whether or not the policy should be used as the basis of their application for a reduced teaching load due with the Annual Report on April 15.

   The question was raised again whether the Workload Policy will be a policy or guidelines. The Dean explained that it will serve as guidelines for Department Chairs to help determine whether faculty are eligible for a reduced teaching load based on their research.

   When asked whether or not the first reading that occurred during the February College Meeting was allowable, the Dean responded that it was. However, she asked Faculty Council to determine how the process will move forward.

   Council members shared that faculty would like to have their opinions and ideas about the Workload Policy heard by the Dean. It was suggested that Faculty Council host an open forum before the March 13 College meeting. This forum will be in lieu of the discussion that was supposed to occur at the Department meetings in February. Many of these meetings were cancelled due to Strategic Planning or the weather. Following this open forum, a second reading of the policy will occur at the College meeting in March and be followed by a vote.

   The Council clarified that the purpose of this open forum needs to be clear for faculty. The discussion will not be about revisions to the policy. Instead, the purpose is to explore an in-
depth understanding of and reaction to the Workload Policy to inform faculty members’ voting.

The Dean wanted to be sure that faculty are aware that she does not want to make workload decisions without faculty input, but she will be required to put a policy into place at the end of the semester. If the Workload Policy passes a faculty vote (simply majority), the Dean will use the rubric within it for the unforeseeable future to work with Department Chairs to determine faculty workload. If it does not pass a faculty vote, the Dean will work with Department Chairs to determine workload without the rubric for one year. Then the workload policy will be revisited next year.

Concerns were expressed about the electronic voting process and how to best collect faculty votes while maintaining voters’ anonymity. The Dean agreed that it is important that faculty feel free to express their opinions about the policy. She reiterated her desire for faculty input in this process.

It was decided that the Faculty Council Chair will put out a call to the faculty to participate in an open forum. This will be held from 9:00 to 9:30 a.m. on Friday, March 13, before the College meeting begins at 9:30. The Chairs of the Workload Policy Taskforce will be invited. Faculty Council will moderate the meeting. The first 10 minutes will include an overview of the process that has occurred through Faculty Council. Then, faculty will meet in small groups facilitated by Faculty Council members to share thoughts about the policy. These comments will be recorded and shared during the final 10 minutes of the forum.

These notes will also be used to inform any future revision process that may be needed for the Workload Policy. The Dean is invited to this time of sharing. Faculty who are not able to attend this forum are invited to submit comments to the Faculty Council Chair so that they may be shared at the open forum. After the open forum, the Faculty Council Chair will extend a vote to all faculty. This vote will be collected electronically, but options will be considered to allow for voter anonymity since concerns have been raised about having to enter an email address to be able to vote.

3. Supporting Faculty Research

Dawson will attend the next Faculty Council meeting to discuss plans that are already underway within the College to support Faculty research and development.

All other agenda items were tabled until the next meeting.

4. Adjournment

Susan Harden made a motion to adjourn the meeting. Rebecca Shore seconded the motion. The meeting adjourned at 11:05 a.m.

Next Faculty Council Meeting:
Wednesday, March 25, 2015
9:30 am – 11:00 am
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