

Faculty Governance Council

Agenda/Minutes

Date and time: February 11, 2020 (12:00-2:00PM)			
Location: HPNP 4307 and VC / phone accessible (Zoom)			
Committee Members: <i>Chair:</i> Cary Mobley (PC) <i>Ex-officio:</i> Richard Segal (Assoc. Dean) <i>Voting Members (faculty):</i> Erin St. Onge (ORL, PC), Karam Diaby (POP), Julio Duarte (PTR), Randell Doty (Senator, PTR), Kalen Manasco (Senator, PTR), Katie Vogel Anderson (Senator, PTR), Christina Deremer (Senator, PTR)			
Agenda Items	Overview / Action Items	Responsible Party	Timeline
Discussion: Approval of 12/9/19 meeting minutes	Action Items: Revisit December 2019 minutes	Mobley	
	Motion: The group reviewed December 2019's minutes		
	Committee Decision: December 2019 minutes were approved.		
Discussion: Scheduling of faculty meetings /seminars/PharmTalks	Action Items: Discussion on holding faculty meetings, seminars, and Pharmtalks on different days of the week and in different locations	Manasco	
	Discussion: <ol style="list-style-type: none"> 1. Consider changing the day of the week that the faculty meetings, seminars, and Pharmtalks are held. It would allow others who aren't normally able to attend on the regular day (Tuesday). For example, some faculty teach labs or are in clinic every Tuesday, which prevents them from attending. 2. Consider changing the location at which the faculty 		

	<p>meetings, seminars, and Pharmtalks are held (ORL/JAX campuses). Suggestion made to do this annually and possibly invite someone who's local to those areas. On the other hand, someone who's not local would have easier flights into the ORL/JAX area vs GNV. Invite those who are involved in an area of expertise that relates to distance campus departments. Recognize the potential for a low in-person attendance rate and a high remote attendance rate. Identify speakers who are open or accustomed to this type of an audience.</p>		
	<p>Committee Decision:</p> <ol style="list-style-type: none"> 1. Discuss with Executive Council the potential for alternate days and sites to hold faculty meetings, seminars, and Pharmtalks. (Segal) 2. Revisit the conversation with Dr. Ujhelyi to further discuss suitable candidates as seminar speakers at the ORL campus and frequency of faculty meetings, seminars, and pharmtalks held at a distance campus. (Manasco) 		
<p>Discussion: Teacher of the Year and Exemplary Teacher Policy and Procedures</p>	<p>Action Items: Re-assessing the policies and procedures for the Teacher of the Year award process</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. In the most recent Teacher of the Year (TOY) process, several curriculum committee (CC) were absent from the process, because they were TOY candidates. Substitute members were 	<p>Mobley</p>	

	<p>not utilized. The need for full CC representation for TOY evaluation and selection was proposed, and accordingly, it was suggested that substitutes for absent committee members should be required for the TOY process. This needs to be clearly stated in the COP Policy and Procedure manual.</p> <ol style="list-style-type: none"> 2. Need better instructions on how to put together packets for Teacher of The Year award. It was suggested that those outside of the CC may be at a disadvantage as they may not have access to the same data as CC members and may have a lesser understanding of the information required for packets. Example portfolios of previous winners for further guidance would be helpful. 3. The TOY process should be reassessed to ensure a fair process. This may include housing the TOY process in an independent group as opposed to the Curriculum Committee. Suggestion was made to have previous winners make up the group members. Explore the idea of an evaluator committee. Consider involving students who are interested in participating and qualified. 		
	<p>Committee Decision:</p> <ol style="list-style-type: none"> 1. FGC to bring recommendation forward to Executive Council for advice. (Segal) 2. Create an ad hoc committee to reassess the TOY process 		

	<p>and make recommendations for improvement. Drs. Doty, Deremer, and Diaby volunteered. Suggestion was made to include Dr. Vogel Anderson as a valuable source of feedback. The ad hoc committee will also include Drs Mobley and Farland (from CC).(Mobley)</p>		
<p>Discussion: ALS faculty participation</p>	<p>Action Items: Finding strategies for assuring accountability for the participation of all assigned faculty in the creation and implementation of active learning sessions ALS.</p>	<p>Deremer</p>	
	<p>Discussion:</p> <ol style="list-style-type: none"> 1. Some faculty are not participating as they should in ALS, shifting the responsibility to fellow faculty and potentially compromising the quality of the learning experience. 2. Send faculty ALS attendance report to their respective Chairs. 3. Chairs should detail teaching responsibilities in assignment letters to assure accountability of faculty in meeting their teaching obligations, including their expected participation in ALS. 4. Those who assign the faculty to their responsibilities should be making sure those individuals are meeting expectations in terms of participation. 5. Make expectations clear to departmental Chairs when their faculty are not meeting obligations. Chairs should be well versed on why faculty are given certain assignments and have a discussion with faculty so 		

	<p>that they have a full understanding of what is expected of them.</p> <ol style="list-style-type: none"> 6. Need to make sure Course Director, Chair, and faculty are on the same page. 7. Those who fail to adequately participate in ALS should not receive credit and this consequence should be made clear to the Chairs and faculty. Chairs should then decide if replacement is necessary. 		
	<p>Committee Decision</p> <ol style="list-style-type: none"> 1. Bring up the issue to Dr. Whalen (Mobley) 2. Bring up the issue during Chairs' Meeting (Whalen) 3. Remove names from the syllabus for those who fail to meet their obligation (Deremer) 		
<p>Meeting Adjourned</p>			
<p>Scheduled Meeting(s):</p>	<p>Oct. 14, 2019 (12:00-2pm; HPNP 4307; Zoom link) Nov. 11, 2019 (12:00-2pm; HPNP 4307; Zoom link) – Veteran's Day – Reschedule Dec. 9, 2019 (12:00-2pm; HPNP 4307; Zoom link) Jan. 13, 2020 (12:00-2pm; HPNP 4307; Zoom link) Feb. 11, 2020* (12:00-2pm; HPNP 4307; Zoom link) - *Tuesday March 9, 2020 (12:00-2pm; HPNP 4307; Zoom link) April 13, 2020 (12:00-2pm; HPNP 4307; Zoom link) May 11, 2020 (12:00-2pm; HPNP 4307; Zoom link) June 8, 2020 (12:00-2pm; HPNP 4307; Zoom link) July 12, 2020 (12:00-2pm; HPNP 4307; Zoom link)</p>		