

FACULTY ASSEMBLY MEETING

Dr. Nasar U. Ahmed, Chair of Faculty Assembly
Dr. Catherine Coccia, Secretary of the Faculty Assembly
November 15, 2021, Monday 3:00 p.m. via **Zoom**

Meeting Minutes

65 participants

- I. **Welcome & Faculty Governance:** Dr. Nasar U. Ahmed, Chair of the Assembly
 - The assembly is important as it allows us as faculty to examine our rights and responsibilities and ensure they align with our academic freedom.

- II. **Approval of Minutes**
 - Dr. Mary Helen Hayden put forward the motion for approval
 - Dr. Rose Huffman seconded the motion
 - 36 approved the meeting minutes

- III. **State of the Stempel College**
 - a. **Dean's Report** by Dr. Tomas Guilarte, Dean, Stempel College
 - Was present to answer any questions throughout the meeting. Did not provide a report. Will report updates at the Spring assembly.
 - b. **5-year Strategic Plan Updates- Dr. Yassenka Peterson**
 - Has submitted the plan to academic affairs. Still waiting on the final review and feedback.
 - c. **Constitution Ad Hoc Committee Report – Dr. Jeremy Chambers**
 1. Based on recent changes in the college, the following elements of the by-law required attention:
 - a. Revising the Mission, Vision, Values and Goals to reflect those adopted by the faculty last year
 - b. Changing wording where needed to include the Academy for International Disaster Preparedness (they may need to be added to EPC membership)
 - c. Adding the Diversity, Equity and Inclusion Committee as a standing committee.
 2. Vision
 - a. Old text: We are shaping the future by integrating our academic disciplines for our students and sharing our innovative research and solutions to promote health and wellness around the world.
 - b. New text: To be a powerful agent for positive change in achieving health and well-being for all
 3. Mission
 - a. Old text: To inspire groundbreaking research and education in public health, dietetics and nutrition and social welfare from within a nurturing academic environment that influences policy

and promotes healthy lives—especially for the most underserved—in communities near and far.

- b. **New text:** To improve health, health equity, and wellbeing of local, national, and global populations through education, research, and partnerships that are innovative and transformative.

4. Values

- a. **Old text:** We embrace the responsibility to be a force for good for our students and the diversity of our communities through ethical research and problem solving, while educating and serving with courage, integrity, fairness and respect.
- b. **New text:** •Academic Freedom; •Collegiality; •Courage; •Diversity and Inclusiveness; •Ethics and Integrity; •Excellence; •Justice; •Respect; •Transparency

5. Goal is now entitled Strategic Priorities:

- a. **Old text:**

- i. Student and Faculty Success.

- 1. Grow enrollment consistent with FIU's strategic enrollment goals and objectives.
 - 2. Support and strengthen student success efforts.
 - 3. Prepare students at the undergraduate, masters, doctoral, and post-doctoral levels for successful career transition.
 - 4. Support and advance quality instruction and a teaching environment that facilitates optimal learning.
 - 5. Develop administrative strategies and structures to grow, recognize and reward faculty success in teaching, research, and community engagement.

- ii. Research Preeminence.

- 1. Sustain and expand research leadership in health disparities to improve health equity and treatment.
 - 2. Establish research leadership in Brain, Behavior, and the Environment, an emerging preeminent program based at Stempel College and supported by FIU.
 - 3. Increase number and diversity of doctoral students, postdoctoral fellows and junior faculty dedicated to research-focused careers.
 - 4. Increase number of submitted and awarded extramural research proposals and contracts submitted and awarded.
 - 5. Increase number of patents, startups and licensing income.

- iii. Operations, Communications and Revenue Strength.

1. Engage in continuous quality assurance to streamline the financial base through organizational efficiencies within all units and at the college level.
 2. Strengthen college branding, promotion, and communications.
 3. Increase and diversify revenue streams for the college.
- b. New text:
- i. Strategic Priority 1: Amplify Learner Success & Institutional Affinity
 - ii. Strategic Priority 2: Accelerate Preeminence, Research, & Innovation Impact
 - iii. Strategic Priority 3: Ensure Responsible Stewardship, Responsive Operations, & Effective Communications
 - iv. Strategic Priority 4: Engagement
 - v. Strategic Priority 5: Enhance and strengthen the college's global reputation and engagement
6. Addition of Academy for International Disaster Preparedness Committees

a. **Tenure & Promotion Committee**

- i. The Stempel College T&P Committee will serve as the second level of review for T&P applicants. It will review an applicant after the respective Department, School, or Academy T&P committee has reviewed the candidate (See details of the Department/School/Academy T&P Committee in the College T&P Committee Policies and Procedures manual).
- ii. **Membership:**
 1. The T&P committee shall be composed of one representative from each Department in Public Health (Biostatistics, Environmental Health Sciences, Epidemiology, Health Policy and Management, Health Promotion and Disease Prevention), Dietetics and Nutrition the School of Social Work, Academy for International Disaster Preparedness, and a Member at-Large.
 2. A representative from each Department, School, and Academy will be elected to the Stempel College T&P Committee from among the tenured full Professors within the respective Department, School, and Academy in the spring to serve in the next academic year. Where there are either no tenured full Professors or only one tenured full Professor available in a Department, School, or Academy tenured Associate Professors will be

eligible to be voted to become representatives to the College T&P Committee. Only full Professors may vote on candidates for promotion to full Professor. Tenured full Professors and tenured Associate Professors who are Chairs or the School of Social Work Director should not become members of the T&P to avoid them voting twice on the same candidate.

3. Departmental, School, and Academy representatives to the Stempel College T&P Committee will be elected by members of the Faculty Assembly in their respective Departments, School, and Academy in the spring to serve in the next academic year. The Member at-Large will be elected by all the Faculty Assembly. Nominations from faculty members and self-nominations will be accepted. The majority of the representatives on the committee must be Tenured Professors.
 4. To encourage continuity on the Stempel College T&P Committee, the terms of office of Department, School, and Academy representatives will be staggered with some representatives being elected to the Stempel College T&P Committee in odd years and others in even years. Each term of office will begin in the fall semester and last for two academic years. Serving members can be re-elected by their Department, School, or Academy for continuation every two years.
 5. The election scenario will be:
 - a. Biostatistics even years
 - b. Dietetics and Nutrition odd years
 - c. Environmental Health Sciences even years
 - d. Epidemiology odd years
 - e. Health Policy and Management even years
 - f. Health Promotion and Prevention odd years
 - g. Social Work even years
 - h. Academy for International Disaster Preparedness even years
 - i. Member at-Large odd years
- b. Educational Policy Committee
- i. **Voting Members:** The eligible faculty members of each Stempel College School, Department, or Academy will elect one primary EPC representative (who must hold a primary, full-time appointment in Stempel College) and one alternate member (who attends meetings and votes in the place of the representative as needed) for a two-

year term. Faculty with appointments in the Dean's Office, as well as the Chairperson of the Faculty Assembly, are precluded from serving as representatives or alternates to the EPC. The Units will stagger their elections so that the representatives' terms do not all end in the same year.

- ii. The election and appointment scenario of faculty members for the EPC will be:
 1. In odd years:
 - a. Biostatistics
 - b. School of Social Work
 - c. Environmental Health Sciences
 - d. Health Policy and Management
 2. In even years:
 - a. Dietetics and Nutrition
 - b. Epidemiology
 - c. Health Promotion and Disease Prevention
 - d. Academy for Disaster Preparedness
- c. Student Scholarship Committee
 - i. **Voting Members:** The eligible faculty members of each Stempel College School, Department, or Academy will elect one primary SSC representative (who must hold a primary, full-time appointment in the Stempel College) and one alternate member (who attends meetings and votes in the place of the representative as needed) for a two-year term. Faculty with appointments in the Dean's Office, as well as the Chairperson of the Faculty Assembly, are precluded from serving as representatives or alternates to the SSC. The Departments/School will stagger their elections so that the representatives' terms do not all end in the same year.
 - ii. The election and appointment scenario of officers for the SSC will be:
 1. In odd years:
 - a. Biostatistics
 - b. School of Social Work
 - c. Health Policy and Management
 - d. Epidemiology
 - e. Health Promotion and Prevention
 2. In even years:
 - a. Dietetics and Nutrition
 - b. Environmental Health Sciences
 - c. Academy for International Disaster Preparedness

7. Addition of the Diversity, Equity and Inclusion Committee

- a. The Standing Committees of the Stempel College Faculty Assembly are (1) the College Tenure and Promotion Committee, (2) Diversity, Equity, and Inclusion Committee, (3) the Educational Policy Committee, (4) the Nominations Committee, and (5) the Student Scholarships Committee.
- b. B. Diversity, Equity and Inclusion Committee (DEI)
 - i. The Diversity, Equity, and Inclusion (DEI) Committee serves to promote and monitor practices, policies, and outcomes related to department and college efforts and compliance to procedures outlined by the University, namely the Division of Diversity, Equity, & Inclusion. The DEI Committee may form subcommittees as needed to address projects, reports, or other activities required by the college or university.
- c. 1. Membership of the Diversity, Equity, and Inclusion Committee:
 - i. Officers: The two officers of the DEI are the Chair and Vice-Chair, each of whom serves a one-year term. After serving a one-year term as Vice-Chair, the Vice-Chair will assume the position of Chair of the DEI Committee. The Vice Chair is elected yearly by the newly elected membership of the DEI committee.
 - ii. The Chair is responsible for serving as the committee spokesperson, DEI liaison to the dean's office, and should be knowledgeable of the endeavors, initiatives, and policies of the Division of Diversity, Equity & Inclusion at the university. The Vice-Chair will conduct the responsibilities of the Chair in the absence of that individual.
 - iii. Voting Members: The eligible faculty members of each school, academy, or department within Stempel College will elect a primary DEI representative. The primary representative must hold a primary, full-time appointment in the electing entity of Stempel College. The school, academy, or department will also elect an alternate member to serve in the absence of the primary member. Each primary and alternate member will serve a term of one academic year. Faculty members in the Dean's office and the Chairperson of the Faculty Assembly are precluded from participating as voting members of the DEI.
- d. 2. Operation of the Diversity, Equity, and Inclusion Committee:
 - i. The DEI shall meet regularly to review the compliance of the Stempel College with policies and procedures from FIU's Division of Diversity, Equity, & Inclusion. As

needed, the DEI committee will provide reports related to DEI as requested by the college and university.

- e. 3. Responsibilities of the Diversity Equity, and Inclusion Committee:
 - i. Review university and college policies on matters related to diversity, equity, and inclusion practices.
 - ii. Inform schools, academy, and departments of DEI initiatives and requests.
 - iii. Provide the dean's office with reports related to DEI policies as requested.
 - iv. Monitor college practices, including hiring and admission, related to DEI policies.

8. What did we miss or need to revise?

- a. Dr. Macgowan - staff and students should be included (should they be voting members)
- b. Dr. Huffman - great job on this document. Suggest we have student organizations from the units be represented in the committee
- c. Dr. Palacios - part of the DEI committee - did not receive this information in the committee. Committee will look at this document and send back to Dr. Chambers.
- d. We will put this document on the website - will have 3 weeks to make comments and then we can vote.

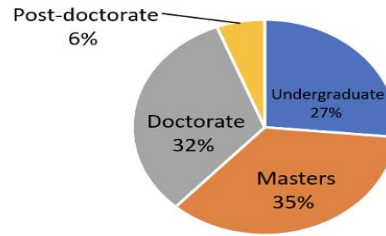
d. Diversity and Inclusion Report – Dr. Patria Rojas

- 1. RSSPHSW Diversity and Inclusion Survey Spring 2021

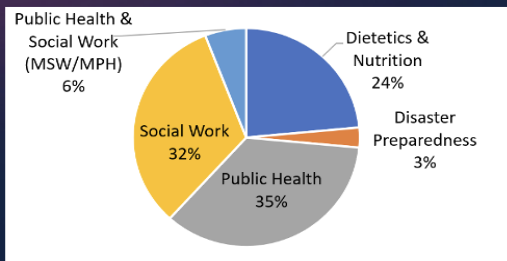
Demographics

- Survey Sample: n=146 RSSPSHW
 - Faculty: 57 108
 - Staff: 39 66
 - Students: 50 1289 (692 graduate)
- Sample Gender
 - Faculty/staff: 58% female
 - 24% Male
- Students: 71% female
 - 11% male

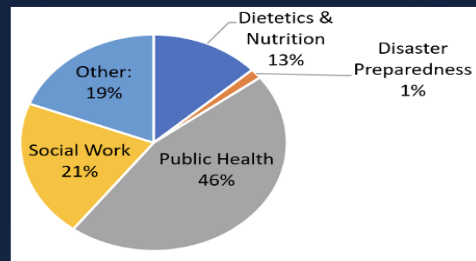
Students' degree (n=34)



Departments, programs and schools represented



Students' department enrollment Program: (n=34)

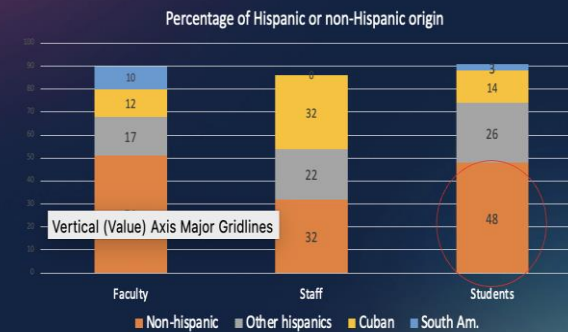


Department/School/program where participants worked (n=68)

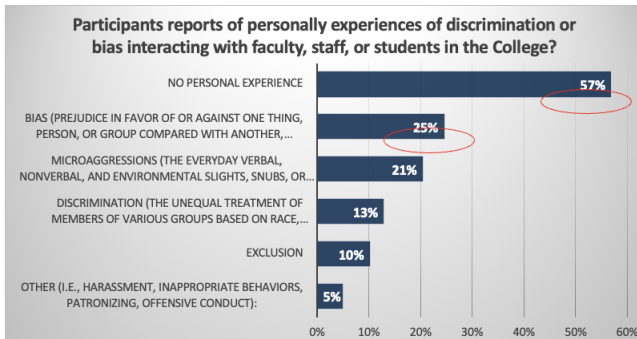
Demographics: Faculty, staff & students Racial Representation (%)



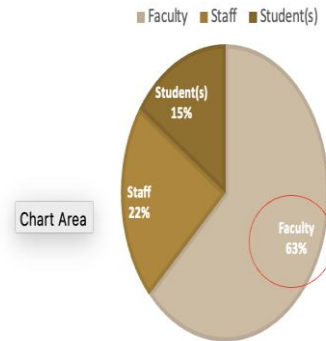
Demographics: Non-Hispanic & Others (%)



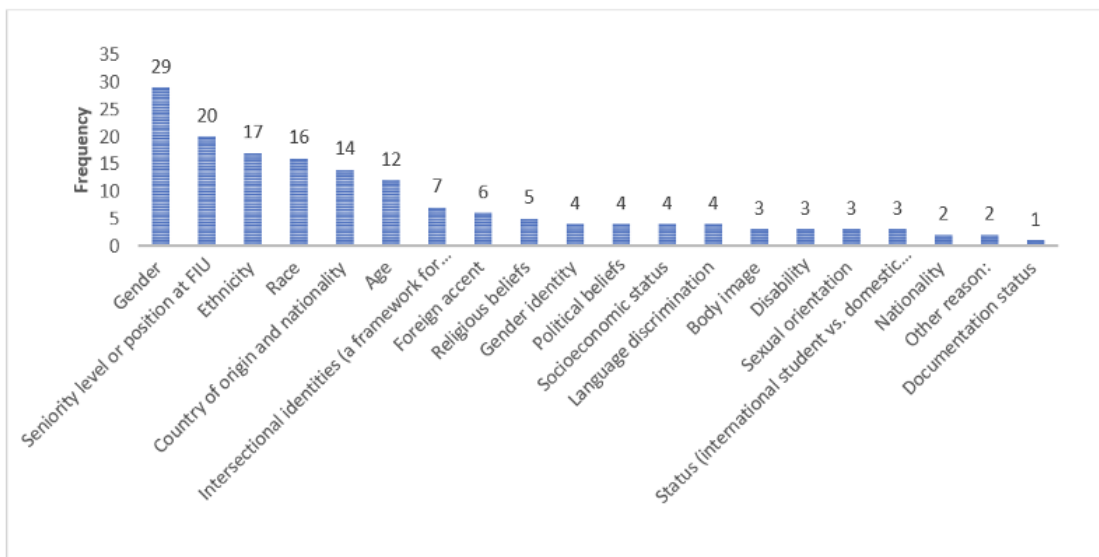
Experiences of biases, discrimination, and microaggressions



Personal experiences with bias and discrimination involved..



Frequency of the factors reported by people who experienced of biased, microaggressions, discriminations and exclusion (n=53).



1. College Curriculum addressing the issue of diversity?
 - a. 50% of participants agree or strongly agree that the college curriculum addresses the importance of diversity on age:
 - b. 70% agree or strongly agree issues of race and ethnicity are successfully addressed.
 - c. 59% agree or strongly agree the school addresses the importance of gender
 - d. 55% agree or strongly agree the school addresses the importance of gender identity in its curriculum.
2. Discussion:

- a. Dr. Abeloff - 25% had experienced bias in the last year. Caution being excited by these findings.
 - i. Dr. Rojas - I hope that we have more people participate when we do this again. The low numbers don't give us enough power to run meaningful data analysis.
- b. Dr. MacGowan - what happens with this data now?
 - i. Dr. Rojas - you are invited to the next subcommittee meeting (data analysis and communication). We are developing some action steps. Some additional analysis will also be done in terms of faculty work environment.
- c. Dr. Rojas - this is a long survey. The Dean has been sent a summary of this information and the issue is not just recruitment of minority populations but also keeping minorities
- d. Dr. Odom - issue is that non-response bias is a big deal. There may be an issue with people not responding or starting the poll and not getting back to it. For this information to be robust we need a stratified random sample of students, faculty and staff.
- e. Dr. Greer - we don't talk to each other in different populations and communities. We need to start talking to each other about where we are coming from. Because we don't have these uncomfortable conversations sometimes we keep up with the status quo instead of making these changes.
- f. Dr. Howard - there are great university trainings on this issue including the AWED Bystander trainings.
- g. Dr. MacGowan - the information will go back to the committee and the committee will then make recommendations. It is great to see the enthusiasm from people that attended the AWED trainings.
- h. Dr. Hayden - we have a committee in Social Work and have been working on action items within our department.

e. Faculty Performance Appraisal Guidelines update – Dr. Nasar Ahmed

- The new Differentiated Faculty Agreement needs to be tied together with the appraisals. Each department needs representatives to work together to develop the faculty performance appraisal guidelines to make sure all the CBA, the DFA etc are all in alignments.
- Dr. Hayden will develop a committee to examine these guidelines on the college level. This will be used for the appraisal of faculty performance
 - Anyone interested in serving on this committee should reach out directly to Dr. Hayden. Also, she will make sure that each department is represented on the committee. Will try to put the committee together by early December.

IV. Update from Faculty Senate – Dr. Jennifer Abeloff

- Major topics:

- Graduate admissions pandemic exemptions are expiring - will be taking a look at whether to keep these exemptions (for example GRE scores)
- There is a search for the new SIPA Dean. They have completed the interviews.
- Tenure and Academic Freedom - The Georgia Board of Regents now has a post tenure review requirement that includes normal things plus student success. If you don't pass there is a remediation plan which has various consequences. If you don't pass, they can fire you. There is a proposal in the Florida Legislature for post-tenure review. The current proposal that has been circulating is proposing consistency within the State University System. It would be every 5 years you need to submit a dossier to the Director, Dean and Provost to determine if you are meeting expectations and refocus if needed. Provost Furton has expressed that the Provosts across the state are trying to ensure consistency and reduce efforts to remove tenure.
 - A trustee was appointed in the Spring for FAU (Barbara Finegold) and she stated that her and Desantis had concerns about the tenure process and issues with tenure in all. She thought you should be able to look at political affiliations as part of tenure review.
- Our faculty senate passed a resolution to support the University of Florida's freedom of speech. The statewide union is involved in these issues.
- Legislature in July developed a center for academic freedom. The director was appointed, he doesn't have tenure and is one of the candidates for the SIPA Deanship. Staying curious.
- \$40 million dollars donated by Scott and her husband. Goal is to use it to improve 6-year graduation rate for Pell Grant recipients
- Provost has shared that the university is looking at more flexible work schedules. We should be getting a report on flexible work schedules and differences post Covid. (i.e. mental health counseling and classroom modalities from what work and didn't work from using technology during COVID).
- Dr. Chambers - Why are they considering a 5 year instead of 7 year review. The universities are trying to come up with a more stringent review and it is a bit of a balance

V. Assembly Reports

a. Status Reports of the Sub-Committees:

i. Honorary Degrees & Awards – Dr. Mariana Sanchez

1. Develop policies and procedures concerning honorary degrees and awards

2. Evaluate and recommends to the Senate and Provost applicants for awards in Teaching, Research, Service and Advising and for Outstanding Faculty Member of the Year
3. Evaluate nominations of candidates for honorary degrees and submit recommendations to the Senate
4. Maintain at the Senate office established written policies and procedures
5. Perform other related duties as directed by the Senate or Senate Chair

Proposed Faculty Award Timeline

November 15	Committee sends recommendations for rubric and website changes.
January 7	Website and portal ready to accept nominations, with updated rubrics and other recommendations.
January 14	Committee to review website/portal – make suggestions before website goes live.
January 21	Website ready to accept applications.
January 24	Memorandum to faculty sent out to begin nominations. Website ready and open.
February 28	Candidate submissions due.
May 20	Award recommendations of committee due to Maria Cossio /Provost Office

6.

Current Business

Rubrics Revisions	Subcommittee report and general discussion of proposed changes to rubrics as follows: <ul style="list-style-type: none"> • <i>Excellence in Advising and Mentorship and Excellence in Teaching</i> • <i>Excellence in Research and Creative Activities</i> • <i>Excellence in Engagement, Excellence in Librarianship and Excellence in Service</i> 	All committee members should review the edited version of the rubrics to become familiar, emailing questions as needed. Each subcommittee is to designate one person to collaborate and standardize the proposed changes across all rubrics.
-------------------	--	--

7.

b. Library – Dr. Michael Anastario

1. New escalators in Green Library
2. Library’s tech lending program
 - a. Administering ~1,000 laptops
 - b. Circulating hotspots for students/faculty
3. Library’s budget flat since FY 2015
 - a. Aiming to obtain relief through faculty retirements
 - b. Governor vetoed \$ for Florida Virtual Campus in 2020, FIU contributing 1 million to maintain it. Funding restored, new home under FSU
 - c. Taking advantage of new purchasing models
 - d. Moving from “just in case” model to “just in time” model

c. University Curriculum Committee Report – Dr. Jeremy Chambers

1. Public Health Undergraduate Program
 - a. The committee approved the proposal on October 29 (Bulletin #1).
 - b. Still waiting for the faculty senate meeting on November 16.

- c. Dr. Ramirez and other faculties are meeting monthly and discussing actual implementation.
2. University Curriculum Proposals Forms Updated
 - a. To comply with SACSCOC request, several University Curriculum Proposal Forms have been updated. These forms will be used beginning with Curriculum Bulletin #3. All curriculum forms can be found at:
<https://facultysenate.fiu.edu/docs-forms/curriculum-forms-information/curriculum-forms/>
3. Proposals using Docusign no longer accepted
 - a. A memo in lieu of signatures will replace DocuSign, unless you are able to get original signatures. You may ask Maggie for a template of the memo.
 - b. Electronic signature is accepted, just not through DocuSign.

d. Assembly Webpage Updates – Dr. Catherine Coccia

1. [Faculty Assembly Website](#)

VI. Other/ New Business

- None noted
- Meeting Adjourned at 4:30PM