

**College Council Minutes**  
**Tuesday, 2 September 2008**

I. Call to Order. Dr. Monica Diaz called the meeting to order and introduced Dean Guerra.

II. Dean Guerra's Presentation.

Dean Guerra presented a detailed "State of the College" report that she had also presented to the President's Council. The report covered faculty and student accomplishments during the 2007-2008 year as well as budgetary concerns and challenges for the 2008-2009 year. Several Council members asked questions or made suggestions. Faculty members were particularly concerned about the projected low enrollment figures that were reported throughout the summer, and several made suggestions for encouraging early registration in the future. In particular, Dr. Saavedra suggested that a raffle/lottery in which students could win bookstore gift certificates might be a good method of encouraging early registration.

III. Welcome to New Members. Dr. Monica Diaz welcomed new members following Dean Guerra's presentation.

IV. College Council Reorganization.

A. Dr. Caroline Miles and Dr. Dan Knight both volunteered to continue as Parliamentarian and Secretary respectively. Dr. Diaz stated that the monthly minutes need to be posted to the college website.

B. Meeting Date. Dr. Diaz indicated that the regular meeting date will be the second Tuesday of each month. Hence, the Council will meet 14 October, 11 November, and 2 December. In the last instance, the Council will meet early because of the end of the academic term.

V. New Business.

A. College Tenure and Promotion Policy. Dr. Diaz indicated that this document needs to be reviewed by the Dean and Provost. She suggested that it receive a full faculty vote before review by the Dean and Provost. If approved by them, it will then become the policy of record. If changes are suggested, then those changes can be submitted to the faculty for consideration, but Dr. Diaz felt, and the Council agreed, that the current proposal would carry greater weight if first ratified by the faculty.

B. Evaluation of Dean, Assistant Dean, and Associate Dean. This topic was discussed last year and the vote was not to have a mid-term evaluation but to wait until the third year (this year) for a regular evaluation. Dr. Diaz indicated that the evaluation will follow the method proposed last year – an on-line instrument created by the OIRE in which faculty answer a series of questions about the performance of each official. Dr.

Diaz indicated that the Provost wants this review completed by the end of the current semester.

C. Faculty brown bag lecture presentations. Dr. Diaz indicated that this series was originally proposed as a forum where those who received college research grants during the 2007-2008 year could share the fruits of their work. She indicated that it might be desirable, however, to open the floor to presentations by others as well. Dr. Saavedra suggested that the group might meet three times a semester with 3-4 presenters each meeting and that it might function like a mini-seminar or, as Dr. Petra Guerra suggested, an “interdisciplinary conference.” Dr. Diaz indicated that she would extend an invitation to faculty across the university to attend these sessions. There was no time for a final vote on when these brown bag presentations should take place and who should present research there. Dr. Petra Guerra suggested that proposals be sent to Dr. Diaz and that they be distributed and that voting should take place on-line.

VI. Adjournment. The meeting ended at 1:00 p.m.