

**UTPA College of Education College Council Minutes  
March 20, 2006**

**Sixth Official Meeting of the 2005-2006 COE College Council**

**Representatives Present:** Francisco Guajardo, Michael Guerrero, Jeanne Yanes, Leo Gomez, Paul Villas, Laura Saenz, and Anita Pankake.

**Representatives Absent:** None

1. **Call to Order:** COE College Council Chair, Francisco Guajardo, called the council meeting to order at approximately 10:00 a.m.

2. **Announcements from the Chairman, Francisco Guajardo:**

a. **COE Dean Search:** COE Interim Dean, Velma Menchaca, has submitted a memorandum to President Cardenas requesting a national search be conducted for the permanent Dean of the COE. By consensus, the Council agreed to write a similar memorandum supporting the Interim Dean's request for a national search for the permanent Dean of the COE.

b. **COE February 23<sup>rd</sup> College Council By-Law Ratification:** The COE College Council by-laws were ratified by secret ballot vote at the Feb. 23<sup>rd</sup> retreat. The vote breakdown was: (a) 34 yes, (b) 3 No, and (c) 3 abstention. The approved by-laws will be made available to faculty via the COE's electronic newsletter, Ecloseups.

c. **COE College Council Officers:** Given that the College Council by-laws have been approved, the Council officer positions of Parliamentarian and Secretary need to be filled. By unanimous vote, Representatives Paul Villas and Laura Saenz were elected to the officer roles of Parliamentarian and Secretary, respectively.

d. **COE February 23<sup>rd</sup> Retreat Feedback:** Informal feedback from the February 23<sup>rd</sup> COE retreat was generally positive, but mixed. The Council agreed it would have been beneficial to have distributed a survey to participants of the COE retreat to evaluate the utility of the activities, process, and outcome. By consensus, the Council agreed an evaluation form be circulated at our next COE retreat to be held on May 4, 2006.

e. **Data from the February 23<sup>rd</sup> Retreat:** The intended purpose of the Feb. 23<sup>rd</sup> retreat was to provide the COE College Council with major areas of concern to be addressed in the near future. Much data was collected at the Feb. 23<sup>rd</sup> COE retreat that remains to be analyzed. Representative Jean Yanes recommended graduate students from the CARE office be used to input the data using qualitative software. By consensus, the Council agreed Representative Yanes take the lead in overseeing the data processing. Representative Yanes accepted the task and stated she would work with available doctoral students to provide a timeline for processing the data.

f. **COE May 4<sup>th</sup> Retreat:** The May 4<sup>th</sup> COE retreat needs to be planned. We need to think about the content and the format. Representative Guajardo requested data from the Feb. 23<sup>rd</sup> retreat be processed before the May 4<sup>th</sup> retreat. It was agreed a major focus of the next Council meeting would be the May 4<sup>th</sup> retreat.

g. **Physical Space in the College of Education:** COE Interim Dean, Velma Menchaca and the COE Executive Committee have requested the College Council spearhead the examination of space allocation in the College of Education building. By consensus, the Council agreed that a

careful examination of the issue not be limited to a mere head count, rather the emphasis should be on obtaining information regarding the current purpose and future plans for assigned spaces.  
g. **Next COE College Council Meeting:** Our next Council meeting was scheduled for April 4, 2006 at 10:00 a.m.

**3. Meeting Adjournment:** The meeting was adjourned at approximately 11:30 a.m.

Respectfully Submitted,  
Laura Saenz, Secretary

Approved March 20, 2006