

**UTPA College of Education College Council Minutes**  
**Meeting Date: November 7, 2006**

**Fourth Official Meeting of the 2006-2007 COE College Council**

**Representatives Present:** Francisco Guajardo, Michael Guerrero, Paul Villas, Laura Saenz, Anita Pankake, and Santiago Silva.

**Representatives Absent:** Leo Gomez.

**CALL TO ORDER**

**1.** COE College Council Chair, Michael Guerrero, called the Council meeting to order at approximately 10:10 a.m.

**ACTION ITEMS**

**2. Approval of Minutes:** Francisco Guajardo moved to approve the minutes from the October 3, 2006 meeting. Santiago seconded. Motion passed.

**3. Faculty Attendance at College Council Meetings:** Michael Guerrero opened the floor to discussion regarding COE faculty attendance at Council meetings. Anita Pankake stated she is in favor of faculty meetings being open to all faculty members particularly given that we are a Council representing the faculty. She recommended that faculty members bring issues or agenda items to the Chair prior to Council meetings rather than simply allowing all issues or concerns to be voiced without prior notification. Santiago Silva made a similar recommendation.

Paul Villas moved we send an announcement to the COE faculty that Council meetings will be open. Francisco Guajardo seconded the motion. When opened to discussion, Francisco Guajardo recommended using EClose-ups; Michael Guerrero responded by stating he prefers sending announcements directly.

Michael Guerrero suggested that the following parameters be established for opening meetings to all faculty members: send an email to all faculty members stating that meetings will be open and explaining that faculty members should email the Chair prior to scheduled Council meetings to get their issue(s) on the agenda. Paul Villas acknowledged and agreed with Michael Guerrero's suggestion.

Paul Villas suggested we identify a permanent location for future meetings. Michael Guerrero noted Paul's suggestion.

**4. Release Time for Council Chair:** Michael Guerrero asked that the Council consider whether release time for the Council is warranted and should be requested. Paul Villas moved we make a request that the College Council Chair be considered for release time. Anita Pankake seconded the motion. When opened to discussion, Francisco Guajardo recommended that the argument be made serious and strong because the bottom line will be the cost of the release time. Francisco stated that the rationale should be well-developed with specific outcomes, expectations, and benchmarks. Motion passed.

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Anita Pankake recommended that in the rationale a request be made that the money come from the Dean's office and not a particular department.

## **DISCUSSION ITEMS**

**5. Report to Dean and Administration:** Michael Guerrero shared that the report generated from subreports of the Spring 2006 retreats was ready to be submitted. Francisco Guajardo suggested that Council members be given the opportunity to review the report before it is circulated. Michael Guerrero stated that he would like to hear back from Council members by November 13 with any recommendations for change.

**6. Revision of By-laws:** Michael Guerrero stated that the Council by-laws need to be revised. Santiago Silva agreed to head up an ad hoc committee that would revisit the by-laws. It was agreed that at our next department meetings, we should announce vacancies on the College Council by-laws subcommittee.

**7. Purpose of College Council:** Leo Gomez requested that revision of the purpose of the by-laws be placed on the agenda; however, he was not in attendance. It was agreed that the purpose of Council will be revisited when the by-laws are reviewed and revised.

**8. COE Budget and Equity Issue:** Michael Guerrero stated that there has been some discussion among the COE faculty concerning the COE budget and issues of equity across colleges. Michael Guerrero recommended that we email Velma and Julissa inviting them to attend our next meeting to provide an overview of revenue generation and resource allocation.

**9. Faculty Workload Issues:** Michael Guerrero opened the discussion for department representatives to share what is occurring in their departments. Paul Villas shared that H&K faculty teach three courses each semester. Michael Guerrero shared that C&I faculty teach a three-two load if teaching graduate courses. Francisco Guajardo shared that most faculty in Ed. Leadership teach a three-three load. Paul Villas recommended that we ask the Dean to inform us where the College is on the issue of teaching load.

**10. Borderlands Room and Speaker Series:** Michael Guerrero shared that Interim Dean Menchaca asked the Council to find a way to make use of the Borderlands Room. Francisco Guajardo shared some ideas. Michael Guerrero shared that we should have both long- and short-term goals. It was recommended that we use the graduate return money as seed money. Names of faculty members or students who might be interested in being involved with developing a speaker series included Martha Tevis, Sachin Jain, and Beverly Friday.

**11. H&K Soundproofing Issue:** Paul Villas shared that the classrooms used for dance classes are very loud and are adjacent to other classes. Michael Guerrero recommended that a meeting be called concerning H&K issues and stated that he Paul Villas include the soundproofing matter in his memo to administration. Paul Villas agreed to share his concerns at the next Executive Council meeting.

## **ANNOUNCEMENTS**

**12. Appointment of Associate Deans of Undergraduate Studies:** The new Interim Associate Dean of Undergraduate Studies is Dr. Veronica Estrada.

**13. Dean's Search Committee:** The following individuals have been appointed or elected to the Dean's search committee: Francisco Guajardo (Ed. Leadership), Janine Schall (C&I), Robert Guinn (H&K), Sylvia Ramirez (Ed. Psych), Gary Mounce (Political Science), a Block IV student representative who is in the Student Government Association, and Dr. Van Reidhead (Dean of Social and Behavioral Sciences).

**MEETING ADJOURNMENT**

**14.** At approximately 12:02 p.m., Paul Villas moved that the meeting be adjourned. Leo Gomez seconded the motion. Motion passed.

**NEXT MEETING**

**15.** Our next meeting is scheduled for November 28, 2006 from 10:00 a.m. to noon.

Respectfully Submitted,

Laura Saenz, Secretary