

UTPA College of Education College Council Minutes
Meeting Date: January 23, 2007

Sixth Official Meeting of the 2006-2007 COE College Council

Representatives Present: Leo Gomez, Francisco Guajardo, Michael Guerrero, Laura Saenz, and Paul Villas.

Representatives Absent: Santiago Silva

CALL TO ORDER:

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

ACTION ITEMS:

- 1. Approval of Minutes:** Secretary, Laura Saenz, was not present at the November 28, 2006 College Council meeting and written minutes were not taken in her absence; however, the meeting was audiotaped. Laura Saenz agreed to listen to the tape and have minutes ready for approval at the next College Council meeting.

- 2. Election of At-Large member**
 - a. Timeline:** Michael Guerrero stated that the turn out for the at-large member election was not sufficient; therefore, we did not meet the 80% requirement outlined in our governing by-laws. For this reason, the election will need to be redone. Paul Villas and Leo Gomez agreed to handle the voting process again.

Francisco Guajardo suggested making an amendment to the by-laws lowering the percent needed to elect a member onto the council. Francisco Guajardo expressed some concern over failing at a second election.

Paul Villas suggested putting off the election of the at-large member until the amendment could be made. Paul Villas moved that we hold off on the election until the revision of the by-laws.

Michael Guerrero expressed concern over how comprehensive the revisions might be and whether we can wait until all revisions are made.

Francisco Guajardo suggested we focus our efforts on revising the election procedures before all by-laws are completely revised.

Paul Villas amended his motion and moved that we postpone the election until we have changed the percent of faculty needed to elect a member.

Francisco Guajardo seconded the motion. Motion passed.

Francisco Guajardo moved that an amendment be made to the by-laws lowering the percent of faculty needed for an election to be valid from 80% to a minimum of 50% of eligible voting faculty and that the college council hold a college-wide election to vote on the amendment.

Paul Villas seconded the motion. Motion passed.

Leo Gomez suggested that we begin the nomination process before the amendment is voted on. He commented that if we wait until the amendment is made, we will not have a new council member until March 2007.

In retrospect, Francisco Guajardo questioned whether it might be possible for us to reach the 80% goal. His reconsideration is based on Leo Gomez's comment on the chronology of the amendment and the election process.

Michael Guerrero suggested mapping out the two following timelines: one without the amendment and shooting for the 80% vote and one with the amendment lowering the percent of votes required to 50% and at-large election occurring at approximately the same time.

Paul Villas suggested that Michael Guerrero speak to Velma Menchaca about establishing a college-wide meeting for February with the College Council being on the agenda. At the meeting, the faculty could first vote on the amendment lowering the percent from 80% to a minimum of 50% and, then, vote on the at-large member.

Michael Guerrero agreed to coordinating a February COE with Interim Dean, Velma Menchaca.

- b. **Eligible Faculty:** Michael Guerrero brought up the topic of whether department chairs should be eligible to vote on College Council matters. Michael Guerrero commented that the intent of our "birth document," written by Jose Llanes and Hector Ochoa and approved by the Provost, clearly delineated the role of administrators, including the department chair, in the College Council voting process.

Paul Villas, Leo Gomez, Laura Saenz, and Francisco Guajardo all gave their views on the matter. The Council agreed to table the matter until Santiago Silva is able to join us.

3. Establishing Free-flowing Two-way Communication with the Dean and

Administration: Michael Guerrero stated that an informal discussion was held among himself, Paul Villas, and Francisco Guajardo regarding developing a method for having an ongoing dialogue between the COE Dean and the Council. Michael Guerrero suggested that perhaps we invite the Dean to meet with us regularly.

Paul Villas made a motion that we have a fixed item on our agenda for a Dean's report.

Francisco Guajardo seconded the motion.

Leo Gomez shared some concern over having the Dean attend our meetings on a regular basis. Leo Gomez is concerned over our time and whether having the Dean attend our meetings regularly will add any real value to our purpose.

Francisco Guajardo stated that because the Dean participated in the College Council retreats, she responded readily to issues brought up and put things in motion and that we should think about the purpose of her presence at our meetings in a similar way.

Paul Villas stated that he believes the Dean's presence will enrich our meetings.

Motion passed.

- 4. Provost Request for CC Minutes and Agenda:** Michael Guerrero stated the Dr. Sale would like to get our minutes and agendas. By consensus, it was agreed that Dr. Sale should have access these documents.

DISCUSSION ITEMS:

- 1. Revision of by-laws:** CC members are asked to recruit faculty willing to participate on the revisions subcommittee to be chaired by Santiago Silva.
- 2. Dean's Memo Regarding H&K:** Michael Guerrero asked whether all had CC members had received the memo explaining the soundproofing of the H&K classroom adjacent to the room for dance classes.
- 3. Dean's Memo Regarding CC Report:** Michael Guerrero asked whether everyone received Dean's memo regarding CC and added that it was encouraging.
- 4. Use of Borderland's Room:** On April 3rd, the speaker series in the Borderland's Room will begin.
- 5. Ensuring College Policies and Procedures Are Monitored:** No discussion
- 6. Posting of CC Minutes:** Michael Guerrero requested that Laura Saenz send previous meeting minutes to Ed Tech.

ANNOUNCEMENTS

None

MEETING ADJOURNMENT

At approximately 12:04 p.m., Paul Villas moved that the meeting be adjourned. Francisco Guajardo seconded. Motion passed.

NEXT MEETING

Our next meeting was scheduled for February 20, 2007 from 10:00 a.m. to noon.

Respectfully Submitted,

Laura Saenz, Secretary

Approved on February 27, 2007