

**UTPA College of Education
College Council Minutes
Meeting Date: April 10, 2007**

Ninth Official Meeting of the 2006-2007 COE College Council

Representatives Present: Michael Guerrero, Francisco Guajardo, Laura Saenz, Santiago Silva, Paul Villas, and Jeanne Yanes.

1. Call to order

The meeting was called to order by Michael Guerrero at approximately 10:07 a.m.

2. Announcements

No announcements were made.

3. Approval of Pending Minutes

Santiago Silva motioned to approve the minutes of the March 20, 2007 COE Council meeting. Francisco Guajardo seconded. Motion passed.

4. Committee Reports

a. By-laws:

Santiago Silva is heading up the by-laws revision subcommittee. Santiago shared that it is not realistic to have the revisions complete by the May 2007 COE meeting. He also shared that the committee would like to meet with the CC to talk about changes. It was agreed that the by-laws subcommittee will attend the May 8, 2007 CC meeting to receive feedback. The subcommittee will report at 11:00 a.m.

5. Dean's Report

The Dean was unable to attend the CC meeting. Michael Guerrero shared the agenda of the April 5, 2007 Executive Council meeting.

In response to the agenda shared by Michael, Francisco expressed some interest in sharing areas of excellence at COE commencements much like the Colleges of Engineering and Science. His thoughts were triggered by U.S. Professors of the Year Awards Program (2007).

Michael Guerrero shared that he likes the idea of the Dean coming to the CC to share issues that s/he would like the CC to address and not just report on issues discussed at the Executive Council meeting.

Laura Saenz asked how the CC can ensure that this occurs.

Jeanne Yanes suggested that the by-laws include an established format for an ongoing dialogue with the Dean.

Santiago Silva stated that he's not sure that they by-laws should prescribe how this occurs.

6. Old Business

a. Faculty voice and decision making

As part of a discussion of the CC report of progress to Dr. Sale, Michael Guerrero stated that issues often arise that need to be addressed quickly and that seldom the time between meetings is too long. He requested that the by-laws reflect the Chair's ability to get feedback, as issues arise, from the faculty quickly without seeking approval from the CC before sending a message. Michael Guerrero also suggested that we establish a regular meeting with the Executive Council.

Paul Villas reminded the CC that we had requested space.

Francisco Guajardo requested that the CC have a retreat so that we can lay out a plan for the incoming the Dean.

The CC agreed to meet to lay out plan with new Dean.

b. C&I Issues

Michael Guerrero and Jeanne Yanes discussed the following issues affecting C&I:

- bi. Lowering of entrance requirements (admissions standards)
- bii. Moving to 50 minute blocks on MWF (Scheduling)
- biii. Budget issues
- biv. Workload
- bv. Advising

Michael Guerrero asked whether it would make sense for CC representatives to meet with the C&I chair and program coordinators? CC agreed that it would be beneficial. It was agreed that Paul Villas, Michael Guerrero, and Laura Saenz should meet with C&I representatives.

Paul Villas moved the CC authorize Michael Guerrero to contact C&I representatives to establish a meeting. Jeanne Yanes seconded. Motion passed.

c. Faculty workload (moved to B)

7. New Business

a. Recommendations the Dean regarding participation in department agenda development and in development of teaching schedule.

Paul Villas described a system that would allow faculty to contribute to the department agenda and establishment of draft teaching schedules. He requested that it become a college policy that faculty input be sought for the development of teaching schedules and meeting agendas. The CC decided that this issue be roled into item 6a of the today's agenda.

b. CC Report o Dr. Sale [done out of order]

Michael Guerrero shared the report that was presented to Dr. Sale. He also requested technical support from Jeanne Yanes in getting the MSWord document into a MSEXcel spreadsheet.

c. Identification of Faculty members to serve on Academic Program Planning Committee

The CC agreed to nominate three members to the APPC. Names identified were Michael Johnson (ed psych), Deb Meyers (H & K) and Matilde Sarmiento (C&I).

d. Filling of C&I vacancy on CC

Michael Guerrero reminded the CC that Leo Gomez's resignation left a vacancy on the Council. He further explained that hC&I will not be holding another faculty meeting this year. He agreed to email Dr. McBride about whether the position should be filled.

8. Discussion Items

Jeanne Yanes asked about what was discussed regarding the COE server at the Executive Council meeting. Michael Guerrero was not in attendance, and, therefore, could not answer her question. Jeanne Yanes stated that she will email Dr. Menchaca to obtain more information regarding the COE Server & New Graduate Student Information and Admissions Systems.

Michael Guerrero stated that he will email Dr. Menchaca to obtain more information regarding degree requirements.

Michael Guerrero stated that he will ask Velma about the need for a May COE meeting given that the by-laws will not be ready to be voted on.

9. Open Forum

None

10. Date of Next Meeting

Our next meeting date is scheduled for May 8, 2007 at 10:00 a.m. Will may also hold a retreat on that date.

11. Adjournment

Santiago Silva motioned to adjourn the meeting. Jeanne Yanes seconded the motion. Motion passed. The CC meeting was adjourned at 11:50 a.m.

Respectfully Submitted,

Laura M. Sáenz
CC Secretary