

College Council Meeting Minutes

October 7, 2008

Members Present: Alcione Ostorga (C & I), Rosalinda Hernandez (at-large), Maria Roberts (Ed leadership), Karen Watt (at-large), Yvonne Castillo (Ed Psych), Jean Shen (at-large), Jungil Oh (H & K)

Meeting opened at 11:35. Started with introductions of new members: Dr. Roberts, Dr. Castillo, Dr. Shen, Dr. Oh, Dr. Hernandez

Election of CC Officers:

Karen Watt nominated Alcione Ostorga for College Council chair, and Rosalinda Hernandez seconded the motion. All members were in favor. Yvonne Castillo made a motion that Karen Watt be vice-chair, Rosalinda Hernandez seconded. All were in favor. Rosalinda Hernandez nominated Maria Roberts for secretary and Yvonne Castillo seconded. All were in favor. Jean Shen nominated Yvonne Castillo for parliamentarian and Alcione Ostorga seconded. All were in favor.

Copy of CC by-laws on website are incorrect. Dr. Ostorga sent an official copy to Andy Rios to post. She asked that members look over the by-laws and bring the issue of administrators voting in CC matters to the next meeting. What does administration mean? Results of the recent amendment voting: it did not pass because 50% of faculty did not vote. There will be no voting from clinical faculty.

Dean's report:

- 1) Welcomed new faculty on the Council. This council is the voice of the faculty. Example of faculty voice – scheduling task force. Faculty Meriendas are important to attend because faculty can collaborate on issues. The CC also can give feedback to dean ex: space utilization committee. Dean has top ten space issues – no chairs or CC members are on the committee, but each dept will elect people to serve on it. Dean relies on CC to go back and get put on department meeting agendas. We also use the CC to vote on well-known speakers (chairs, dean and CC members rank the speakers). Dean will send out e-mail and ballot.
- 2) CC picks recipients of faculty awards. Deadline for nominating is November 3rd. Put on dept meeting agenda. New faculty research & teaching awards are chosen by Dean rather than the council. Faculty or staff can nominate a faculty or staff person for the award. Students may also nominate. Confidential packets will be prepared after nominations. The dept person will secretly notify the spouse and/or family once recipients are chosen. Council of student leaders will also be involved. If a council member is nominated he/she must step out of the room for selection purposes. Nominator must provide materials and/or rationale for the award. The awards ceremony will be on the Thursday of dead days. Dr. Ostorga requested a list of last year's recipients.
- 3) College pot-luck Thanksgiving on November 21st. CC can bring news to the COE faculty. Every dept brings a dish for lunch on second floor of COE (2.102).

- 4) Space utilization: Jerry Lowe will lead. Two people from each dept will serve on committee. Committee will identify the needs then come up with tentative plan. Jerry will then present to the CC and the Executive committee. Several space issues must be addressed – examples are Ed Leadership together, student organizations, assessment center, Ed Psych wants to be nearer to clinic, C & I wants conference room.
- 5) Criminal background checks are another issue.

Scheduling task force brief report – Karen Watt. Scheduling task force has met twice, but whole committee has not met. She shared the discussion of the scheduling task force outcomes thus far. Dr. Ostorga gave historical background to the development of the task force. Dr. Hernandez suggested a visual board ahead of time that faculty can view and give input. Yvonne stated that her dept did that.

College council website. There is a link from the COE website to the CC website. Dr. Ostorga suggested our own website. By-laws and minutes should be posted. Perhaps ETRC can develop a webpage and we will send updates to Andy. Picture and vitas should be posted. Dr. Hernandez will take the lead on the webpage.

Old Business:

- 1) H & K Office Space – approved but the budget has not. Two professors share the same office space. Dr. Oh will check on the status.
- 2) COE Report on faculty recommendations – Alcione wants to compile an official report from the retreat issues. Laura Saenz should have the report. Maria Roberts will get the minutes/reports from Laura.
- 3) Work on fall conference (Ed Leadership) – Frank Guajardo suggested a conference/forum to hear voices from the community. Ed Leadership members will ask Frank what he wants to do.
- 4) Alignment of credentials with teaching assignments – Michael Guerrero brought up the issue of the process for alignment of credentials with teaching assignments. Karen Watt asked if SACS had already come up with this? We just went through accreditation so these should be aligned. Dr. Ostorga suggested that the council come up with guidelines. What does SACS say? How are those guidelines interpreted? Can we get info from the dean? A suggestion would be to define a highly qualified person. We could come up with a process for defining (Dr. Hernandez). Look at other universities (Dr. Roberts).

Meeting adjourned at 1:10 PM.

