

Collective Set of
Faculty Council Meeting Agendas
and Approved Minutes

TTU College of Education

2021-2022 Academic Year

J. Claudet, Faculty Council Chair – 2021-2022

Faculty Council Meeting
September 7, 2021
10:00 – 11:30am
Zoom

AGENDA

1. Approval of Meeting Minutes
 - a. April 6, 2021 FC meeting
 - b. April 20, 2021 FC meeting
2. Fall 2021 CoE Faculty Development Leave Committee – member selection
3. FC Proposal – Expansion of LT Faculty Representation
4. LT Meeting – Wednesday, September 8, 2021, 10:00-12:00N (Zoom)
 - a. Update on untenured faculty representative voting results
 - b. LT as a shared governance body in 2021-2022
5. Fall 2021 New Faculty Line Requests Process
 - a. CoE internal faculty line requests (in-house) to LT
 - b. CoE new additional faculty line requests to Provost Office (TTU strategic plan–related)
6. Faculty Council Virtual Brown Bags in 2021-2022 – call for topics of faculty interest
7. Faculty Council Fall 2021 meeting dates (first and third Tuesdays of each month)
 - Tuesday, September 7
 - Tuesday, September 21
 - Tuesday, October 5
 - Tuesday, October 19
 - November 2
 - November 16
 - December 7
8. Other Business
 - a. September 21 next Faculty Council Meeting – possibly invite Dean Mendez
 - b. Other

Faculty Council Meeting
September 7, 2021
10:00 – 11:30 am

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Dennis, L. Greenlees, J. Hamrick,
R. Saldana, A. Zimmerman, L.J. Gould (Recorder)

Absent: P. Okungu

Guests: L. Brownell, G. Davis, H. Garcia, N. Knauth, D. Ladd, J. Lee, D. Palmer, S. Sneed,
B. Watson

Minutes

Approval of minutes was tabled until the September 21 meeting.

Introduction

Dr. Claudet welcomed the new members of the Faculty Council and guests present. He stated that he wished the Faculty Council to be as transparent as possible, and he would be opening the meetings to any faculty and staff who wished to attend.

Fall 2021 Leave Committee

Dr. Matteson requested that Faculty Council form a committee to review applications for leave. Last year, one person from each department was selected. The same process will be used. It was suggested that the department chairs be contacted for suggestions of tenured faculty who might be interested in leave. Faculty Council agreed to do this.

LT Representative Expansion

Dr. Claudet reported that the Faculty Council proposal to increase the number of voting members on the Leadership Team would be considered. The Dean is open to expanding the voting membership. At this time, there are only five tenured voting faculty members (one from each department and chair of Faculty Council). It was noted that the growing number of issues related to policy deliberated on by the LT would suggest the need for expanding the number of voting members. Faculty Council proposed increasing the number by four; they would be the chair of the Promotion and Tenure Committee and three of the other standing committees (DEI, Research, and Faculty, Staff and Student Human Resources Committee). The proposed members should be selected so that no single department is overrepresented. Dr. Claudet noted that the Staff Council has also proposed increasing the number of voting staff members on LT. At this time, there is no information on untenured representative changes.

It was also noted that there are still questions regarding who the faculty representatives represent – all faculty, their department, the college as a whole? As the LT is the shared governance body for the college, there should be training for all incoming members. The training should include:

- Purpose of being an LT Representative;
- The interest being represented;
- Understanding of the overall needs of the College and of the faculty being represented;
- From committee representatives, the insight from those on the committee;
- Clarity of role is of primary importance to alleviate tension placed on the representatives regarding how they are voting, who they represent, and how to handle competing interests.

The following suggestions will be offered at the meeting tomorrow:

- The Dean step away from direct oversight to insure it is working;
- Follow Robert's Rules and elect a chair;
- Generate the LT agenda so everyone knows what will be considered.

It is important that the Faculty Council be seen as a positive support for the LT and shared governance. It was noted that it is the responsibility of the LT to deliberate and vote on policy recommendations, although it is the Dean who makes the final decisions. It is also important that Faculty Council continue to promote the need for written information defining the LT.

Additional funding ideas regarding rural education partnering:

- Partnering with small schools to become leaders in rural education; perhaps creating a center to support rural education
- Brainstorming ideas to present to provost to fund faculty lines with provost funding;
- Separate lines, not presented by programs and not presented to LT; Dean will take to provost.

New Faculty Lines

Department chairs are asking for requests for new faculty lines to be considered. The Dean is supporting two to three new searches for next year. Some procedures will be the same, but the coordinators or program faculty will present the formal rationale for requests rather than the chairs.

Virtual Brown Bag Meetings

It was suggested that ideas be solicited for presentations. It may be possible to have invited guests as presenters. There could be one or two in the fall and one or two in the spring. It was suggested that Dr. aretha marbley, the Diversity Scholar, could potentially be invited to give a presentation.

Faculty Council Meetings for Fall 2021

The meetings are on the first and third Tuesdays of each month:

- Tuesday, September 7
- Tuesday, September 21
- Tuesday, October 5
- Tuesday, October 19

- Tuesday, November 2
- Tuesday, November 16
- Tuesday, December 7

It was suggested that Dean Mendez be invited to the September 21 meeting.

**Faculty Council Meeting
September 21, 2021
10:00 – 11:30am CST
Zoom**

AGENDA

1. Approval of Meeting Minutes
 - a. April 6, 2021 FC meeting
 - b. April 20, 2021 FC meeting
 - c. September 7, 2021 FC meeting
2. FC Conversation with Dean Mendez
 - a. Update on Helen Devitt Jones Professorship internal search
 - b. Update on faculty line proposal presentations
 - c. LT as a shared governance body in 2021-2022 – LT documentation and representation
3. College of Education Website – FC updates and discussion
4. LT Meeting – Wednesday, September 22, 2021, 10:00-12:00N CST (Zoom)
5. Fall 2021 New Faculty Line Requests Process
 - a. CoE internal faculty line requests (in-house) to LT
 - b. CoE new additional faculty line requests to Provost Office (TTU strategic plan–related)
6. Faculty Council Virtual Brown Bags in 2021-2022 – call for topics of faculty interest
7. Faculty Council Fall 2021 meeting dates (first and third Tuesdays of each month)
 - Tuesday, September 7
 - Tuesday, September 21
 - Tuesday, October 5
 - Tuesday, October 19
 - November 2
 - November 16
 - December 7
8. Other Business
 - a. Tuesday, October 5 next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

September 21, 2021

10:00 – 11:30 am, Zoom

Minutes

Present: K. Button, J. Claudet, J. Dennis, J. Hamrick, P. Okungu, R. Saldana,
A. Zimmerman, L.J. Gould (Recorder)

Guests: J. Mendez, L. Bradley, C. Crews, J. Gaston, D. Kelly, N. Knauth, a. marbley,
B. Watson

Dean Mendez's Report

Dean Mendez was at a meeting in Dallas, but he graciously agreed to speak briefly with Faculty Council. He discussed the following:

- LT Minutes: Dean Mendez briefly discussed the last LT meeting. He noted that the discussion included information on how the department chairs defined what the faculty line proposals would be done. Also, the provost-funded proposals regarding rural resilience and health were discussed. Finally, the Jones professorship was discussed. The Dean noted that an internal search would be opened when the draft announcement is completed. It was also noted that approximately \$150,000 will be required if the COE is forced to do an external search. An internal search might allow for another faculty line this year.
- The Dean was asked if a faculty member quits or retires, does that faculty line remain with the department or go to the College. Dean Mendez stated that the faculty line goes back to the college. He stated that all faculty lines go into the College pool and are allotted to areas with the greatest need. The College does not automatically replace lines or personnel in specific program areas.
- The Dean agreed that it would be a good idea to have a college-wide town hall about LT representation and share perspectives from faculty.
- Dr. Claudet noted that the Faculty Council still feels strongly that documentation regarding the mission, vision, and purpose of the LT, as well as the roles and responsibilities of LT representatives should be developed. The Dean stated that he welcomed the conversation and suggested initiating it after the faculty line requests are done.
- The Dean also noted that there were some new faces in the College in undergraduate recruiting and in foundations.

- Dean Mendez apologized for not being able to spend more time with the Faculty Council and said to feel free to put him on the docket at any time.

Minutes

The minutes of the following minutes were approved with minor changes (typos):

- April 6, 2021
- April 20, 2021
- September 7, 2021

Website

Faculty Council discussed issues related to both the COE website and the possibility of creating a Faculty Council website. Dr. Claudet thanked Neil Knauth for posting the committee memberships on the COE website. It was reported that a shared drive was available to post Faculty Council minutes. It was also stated that it would be possible to post information (minutes, presentations, etc.) about events such as Town Halls, Brown Bag meetings and other events. Neil stated that if there is an event that the Faculty Council or any program/department wants publicized, it is best to email or IM Lauren Brownell, Robert Stein, and him. Neil also suggested that if anyone reads something of interest to the COE community on Twitter or another platform, to let Lauren and her team know.

In discussing a webpage for the Faculty Council, Neil suggested that the purpose of the webpage be discussed as well as what should be included. He stated that it is important to think of the purposes and goals to be served by the website, such as information for current and future/potential faculty, communication about events in the college, and other notices for the COE Community. Dr. Claudet noted that Dr. Matteson and Neil will be invited to another meeting to discuss faculty/staff resources.

LT Meeting

At a previous meeting the Faculty Council proposal about expanding the number of voting faculty members on the LT was introduced. LT members are considering the recommendation. It was suggested that the idea of expanding membership be taken back to the faculty by the LT representatives as to get a more inclusive faculty perspective and reactions. Some reactions have suggested that a broader audience is needed to discuss the issue. It is important to maximize and enhance the effectiveness of the LT as a representative body. It was suggested that the conversation should include who the representatives are representing (oneself, tenured/untentured faculty, all faculty, their department or program, or the college as a whole), the role they play as representatives (including a discussion of the

shared governance model for the college), and the range of decisions that LT has purview over. Faculty Council discussed how to open a conversation on these issues and what other information (past LT minutes) might be needed. It was suggested that a town hall meeting regarding the LT be hosted by Faculty Council and the Dean. It was also noted that if a college-wide town hall meeting is organized should representation be discussed alone or should other topics (policy decisions, curricular decisions) also be included for discussion by the entire faculty. It was suggested that if the Faculty Council is going to discuss LT roles, it would be a very good idea to have options to consider.

At the meeting tomorrow, the Dean has requested that information be given to him regarding ranking of faculty lines immediately after the presentations. It was suggested that a motion be made to take the information about lines back to the representatives' departments for more information (as was done last year). It was also suggested that it is important to know if faculty members feel as if they are heard overall in the shared governance model used by the LT. It was also stated that if the role of the LT is to be transparent, then the role of the Faculty Council and other bodies within the College (departments, programs, committees, etc.) also needs to be transparent.

Virtual Brown Bag Meetings

Faculty Council were asked if there were any topics that they believed would be of interest to the entire faculty or anything that they would like to present. Meeting topics suggested were: shared governance, dissertation mentoring follow-up

Next Meeting

October 5, 10:00 – 11:30 am, by Zoom

Faculty Council Meeting
October 5, 2021
10:00 – 11:30am CST
Zoom

AGENDA

1. Approval of Meeting Minutes
 - a. September 21, 2021 FC meeting
2. FC Conversation with Dean Mendez
 - a. Update on Helen Devitt Jones Professorship internal search
 - b. Update on in-house faculty line approval decisions – moving forward with searches
 - c. Update on CoE additional faculty line requests to Provost Office (TTU strategic plan–related)
 - d. LT as a shared governance body in 2021-2022 – LT documentation (codification in CoE Faculty Handbook) and representation
 - e. Faculty summer salaries (summer base salaries; additional compensation)
3. Faculty Council Virtual Brown Bags / Townhalls in 2021-2022 – conversation with Dean Mendez on possible Fall 2021 Townhall on “LT Representation and Shared Governance in the CoE”
4. LT Meeting – Wednesday, October 6, 2021, 10:00-12:00N CST (Zoom)
5. Faculty Council Fall 2021 meeting dates (first and third Tuesdays of each month)
 - Tuesday, September 7
 - Tuesday, September 21
 - Tuesday, October 5
 - Tuesday, October 19
 - November 2
 - November 16
 - December 7
6. Other Business
 - a. Tuesday, October 19 next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

October 5, 2021

10:00 – 11:30 am, by Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Dennis, L. Greenlees, J. Hamrick, P. Hawley (ex-officio), P. Okungu, R. Saldana, A. Zimmerman, L.J. Gould (Recorder)

Guests: Dean J. Mendez, S. Burns, D. Carrizales, J. Durham, J. Gottlieb, S. Jones, D. Kelly, a. marbley

Dean's Report

Dean Mendez reported on what is currently happening in the College as follows:

- ***Helen DeVitt Jones Professorship*** – The committee has been selected to search for the new professor following the guidelines established with the foundation. It was noted that the recipient is typically a full professor, but assistant professors are invited to apply. One of the requirements is a national reputation in teacher education, and it was noted that the foundation has a rigid definition of teacher education (i.e., the production of student teachers) which does not include programs that are related to teacher education. It was also noted that the foundation executor will have a role in determining who receives the professorship.
- ***Faculty Lines*** – It was reported that there will be six lines for this year, including the failed bilingual line from last year. The committees are being formed as committee members complete the diversity training. These will be national searches. Most of the interviews will be by zoom. When asked about doing the interviews by zoom, Dean Mendez stated that he was open to having the interviews face-to-face if that is what faculty want. He did point out that if selected the candidate is brought to Lubbock.
- ***Provost Faculty Lines*** – Dean Mendez reported that as of right now, there is no information about the process they will follow or how many lines will be available. He noted that proposals will be submitted through the department chairs.
- ***Website*** – When asked about the COE website, Dean Mendez noted that all of the department chairs are encouraged to be making changes.

It was noted that Faculty Council supports shared governance in the College, but strongly feels that there needs to be documentation that clearly articulates the way that the Leadership Team model works and how the representative roles are defined. When asked if this would be an agenda item for LT this year, Dean Mendez responded that it is. He further noted that it is time for some things to be put down on paper. He also noted that shared governance is not necessarily a quick process, but it is open to all so that everyone who wants to have input can do so. Dean Mendez noted that, ultimately, he is the one responsible for making the decisions that affect the College, but it is important to have input from all concerned. He noted that he would appreciate the help offered by Faculty Council in preparing the documentation for LT.

Other issues discussed included:

- When asked about that which might be under faculty governance, such as curriculum/instruction issues, Dean Mendez noted that he would seek information from faculty before any decisions were made.
- LT Representatives, both tenured and non-tenured – who do they represent? The college as a whole, their departments or their programs? Dean Mendez noted that he sees the representatives as senators voting for the department.
- Non-tenured instructors – primarily found in one program and have little or no representation. It was noted that there should be some representation for them.
- Adding more voting members to LT

It was suggested that a town hall meeting with the support of Faculty Council, the LT, and the Dean would be a chance to offer faculty a place to discuss shared governance and the LT model. It would be a chance to determine what faculty think about the LT and ask for suggestions from faculty about any changes they see as needed.

It was suggested that a planning committee be formed for the town hall meeting to determine what will be presented to the faculty.

**Faculty Council Meeting
October 19, 2021
10:00 – 11:30am CST
Zoom**

AGENDA

1. Approval of Meeting Minutes
 - a. September 21 and October 5, 2021 FC meetings
2. Planning for College of Education FC / LT Co-sponsored Townhall on Shared Governance
3. Planning for October 20th initial LT Codification Drafting Team (CDT) meeting
(Note: The initial LT-CDT meeting will be held in place of the October 20th scheduled LT meeting.)
4. Faculty Council Fall 2021 meeting dates (first and third Tuesdays of each month)
 - Tuesday, September 7
 - Tuesday, September 21
 - Tuesday, October 5
 - Tuesday, October 19
 - November 2
 - November 16
 - December 7
5. Other Business
 - a. Tuesday, November 2 next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

October 19, 2021

10:00 – 11:30 am, by Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Dennis, L. Greenlees, P. Hawley (ex-officio), P. Okungu, R. Saldana, A. Zimmerman, L.J. Gould (Recorder)

Guests: Dean J. Mendez, K. Barley, J. Durham, D. Kelly, B. Watson

Minutes

The minutes of the September 21st meeting were reviewed. K. Button moved to accept the minutes, and J. Dennis seconded. The minutes were approved. The minutes of the October 5th meeting are in process.

Town Hall Meeting

Faculty Council and the Leadership Team are sponsoring a Town Hall meeting on shared governance and LT representation. Faculty Council discussed open ended questions that could help structure the meeting and make it possible for COE faculty/staff to share their questions and perspectives about the topic. It was suggested that the opening question seek actionable results so that the attendees feel that something is being accomplished. The opening question could be “What do we in the COE want shared governance in our college to look like?” The attendees would be asked for perspectives on and reactions to that question. It would be important to be sure that an actionable objective/strategy be articulated as a positive link between the idea of shared governance and what is being developed in the COE.

It was suggested that it might be helpful to share some examples of shared governance from other universities so that attendees would have some reference points. Dean Mendez noted that it is important to inform everyone about shared governance differences due to needs of the group. Dean Mendez stated that the LT is alive and changing as needed to represent all of the College. He believes that it is important to make as many decisions as possible with the support and conversations found in

an open forum. Additionally, Dean Mendez noted that things will change in the future because the participants and requirements in the College will change.

It was suggested that a more open-ended question related to representation in terms of gathering faculty voice might be better suited to starting a conversation. It was noted that many of those concerned with having their voices heard are not tenured faculty, and it is important to hear multiple perspectives, not just those from the privileged few. Ultimately, it is important for all to feel that their voices are heard in the discussion whether tenured faculty, untenured faculty, instructors, or staff. It was also noted that it is important to provide multiple avenues for attendees to submit their opinions as not everyone is comfortable standing up and speaking in a public forum. It was suggested it might be a good idea to hold a meeting on any day but Friday as that is a day that some people have meetings off campus.

There was a discussion about focused questions with questions about whether or not the questions should be differentiated between tenured and non-tenured faculty, by department, by program within departments, and tenure-track and non-tenure track. It was suggested that more faculty would be more comfortable responding anonymously to this type of question. It was suggested that a zoom meeting (unrecorded) would be preferable so that more could attend, and it was noted that the scheduling of the meeting would be important so that those teaching could attend. Of ultimate importance is to offer a safe place to people in the COE where their voices can be shared.

LT Codification Committee

Dr. Claudet announced that the Codification Committee will meet on October 20th from 10:00 – Noon. Faculty Council were asked if anyone wished to be part of the team. Dr. Claudet, A. Zimmerman, L. Lindsey, J. Durham, H. Greenhalgh-Spencer, and Dean Mendez will form the team. It was noted that everyone is welcome to attend the meeting. The purpose of the team is to officially document the purpose, vision, mission, roles and responsibilities of representatives, and other issues that may be brought forward in discussion, of the Leadership Team for the COE. Dean Mendez noted his appreciation for those willing to serve on the committee.

**Faculty Council Meeting
November 2, 2021
10:00 – 11:30am CST
Zoom**

Join Zoom meeting:

<https://texastech.zoom.us/j/99199292063?pwd=QldwaWMwOU1pUXdITXY4Z3JpQ2k1Zz09>

AGENDA

1. Approval of Meeting Minutes
 - a. October 5 and 19, 2021 FC meetings
2. Report on LT Codification Drafting Team (CDT) work to date (Note: The second LT-CDT meeting will be held in place of the November 3rd normally scheduled LT meeting.)
3. Planning for FC / SC / Dean's Office Co-Sponsored College of Education Townhall on Shared Governance
4. Condition of our College of Education Building
5. Faculty Council Fall 2021 meeting dates (first and third Tuesdays of each month)
 - Tuesday, September 7
 - Tuesday, September 21
 - Tuesday, October 5
 - Tuesday, October 19
 - November 2
 - November 16
 - December 7
6. Other Business
 - a. Tuesday, November 16 next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

November 2, 2021

10:00 – 11:30 am, by Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, J. Dennis, J. Hamrick, L. Greenlees,
P. Hawley (ex-officio), P. Okungu, A. Zimmerman, L.J. Gould (Recorder)

Guests: Dean J. Mendez, K. Barley, G. Castillo, J. Durham, B. Hotchkins, D. Kelly,
P. Smith, F. Valle, B. Watson

Minutes

It was moved by L. Greenlees and seconded by A. Zimmerman to accept the minutes of the October 5th meeting. The minutes were approved by the Council.

The minutes of the October 19th meeting will be emailed for later approval.

LT Codification

The first meeting of the Codification committee took place and involved discussion of the process of codification. The next meeting will be Wednesday, November 3rd where Dean Mendez will share an update.

Town Hall Meeting

The Town Hall meeting will be a collaboration with Staff Council on shared governance. Previously, there were creative ideas related to planning

- Sharing an overview of shared governance, but not copy/duplicate another model because one is need that is unique to the COE;

- Including all of the voices within the College (tenured faculty, tenure-seeking faculty, non-tenured faculty, instructors, staff, and others within the College);

It is important to continue the discussion and see if there are additional thoughts about how to be sure that all stakeholders in the College are represented and other ideas for the meeting. It has been suggested that it might be best to have separate meetings for stakeholder groups, however, this might lessen the impact of a full community meeting. It was also suggested that there might be other ways to gather information prior to the full meeting rather than just asking attendees to respond to questions at the meeting; it might be possible to send out questionnaires/surveys to different groups to get some prior opinions (what is currently in place, how are they working, what should shared governance look like). Dr. Claudet volunteered to work with the surveys/questionnaires. Additionally, it would be helpful for the LT codification team to have a draft ready for review prior to the meeting. It should also be noted that there is not a specific deadline for having the Town Hall. Finally, it is important that this be a positive conversation where all feel valued and want to participate.

Building Conditions

Dr. Claudet reported that he has received some emails about the condition of the building. It has been noted that some of the rooms are not clean, and the basement is currently looking like a storage area. There is concern by faculty that some rooms/areas are not well maintained. This is an area where all of the faculty/staff need to take care of the areas they use as much as possible in keeping areas clean. Dr. Claudet did note that changes in the custodial help in the College have made it necessary for everyone to do their part in maintaining the building. Dr. Claudet noted that he will contact Dr. Matteson about the problems with classrooms, and he suggest that an email to all faculty to make sure that everyone does their part in keeping the building clean might be a good idea. Dean Mendez noted that some infrastructure issues have been an issue, and he will also speak with Dr. Matteson.

Other Business

Dr. Button asked if there was an update to the Helen D. Jones professor search. Dean Mendez noted that there would be a meeting to discuss the candidates on November 3rd. He also noted that the interviews were taped and available for review.

It was also noted that all of the faculty searches are currently live and in progress.

Meeting was adjourned at 11:00 am

**Faculty Council Meeting
January 18, 2022
10:00 – 11:30am CST
Zoom**

Join Zoom meeting:

<https://texastech.zoom.us/j/91870748303?pwd=a1VBcjBWV00vaERMOEdVb1hDWIJPU>
[T09](#)

AGENDA

1. Approval of Meeting Minutes
 - a. November 2nd, 2021 FC meeting
2. Report on LT Codification Drafting Team (CDT) work to date and possible next Drafting Team meeting date
3. Scheduling Date/Time for FC / SC / Dean's Office Co-Sponsored College of Education Townhall on Shared Governance
4. College of Education PhD Research Core – initial discussion (with context provided by Dean Mendez)
5. Faculty Third Year Review (college-wide versus department-level) and TTU Policy Requirements – initial discussion (with context provided by Dean Mendez)
6. Faculty Council Spring 2022 meeting dates (first and third Tuesdays of each month)
 - Tuesday, January 18
 - Tuesday, February 1
 - Tuesday, February 15
 - Tuesday, March 1
 - Tuesday, March 15
 - Tuesday, April 5
 - Tuesday, April 19
 - Tuesday, May 3
7. Other Business
 - a. Tuesday, February 1st next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

January 18, 2022

10:00 – 11:30 am, by Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Dennis, J. Hamrick, L. Greenlees,
P. Hawley (ex-officio), P. Okungu, R. Saldana, A. Zimmerman, L.J. Gould
(Recorder)

Guests: Dean J. Mendez, K. Barley, G. Castillo, V. deLeon, J. Durham, B. Hendricks,
B. Hotchkins, D. Kelly, S. Matteson, K. Siwatu, B. Watson

Minutes

Minutes are not ready for review at this time.

LT Codification Team

At the end of the fall semester, a copy of the draft of the shared governance document was shared. It was suggested that the draft revisions be shared again with guiding questions to offer refinements or changes who can offer comments through their LT reps. The LT reps will be asked to make a brief report at next week's meeting.

Town Hall

Scheduling the Town Hall to have open community-wide conversation on the draft and the policy suggestions in the document was discussed. It was suggested that Thursdays would be better as it is a date because it typically is not as busy as the other days. After discussion, it was suggested that 12:00 noon – 2:00 pm as a time open to most in the College. After discussion it was suggested that the last Thursday in January would be the best date for the Town Hall meeting. Tentatively, the meeting will be scheduled for Thursday, January 27, 12:00 – 2:00. The meeting will be held on Zoom.

PhD Research Core

Dr. Claudet noted that Dean Mendez did an excellent job of describing the PhD Research Core initiative in the COE meeting. Dr. Claudet asked if anyone had received questions or comments from faculty following the meeting. It was noted that many of the departments have not yet scheduled meetings, but it is likely going to be a topic for most departments. Dr. Claudet stated that he personally supported a high degree of rigor in the research courses. He noted that UCEA reviewers will look carefully at research core requirements at the College and how they align with other schools.

Other questions regarding the research core included:

- What opportunities for teaching research courses by faculty would be available across programs?
- How would research content be applied to specific disciplines?
- Is there data to inform that changes in research core are necessary? (From the COE meeting)
- What kind of outcomes will the College be looking for, and how will these outcomes be assessed/measured?
- Is there any more context as to how this issue is currently becoming more important to the College as a whole?
- Is there information from the past that might help inform these changes, and if so, where can that information be found.

It was stated that this is an important topic for discussion, and it was questioned if a comprehensive needs assessment regarding the research needs of the College as a whole be helpful in gathering more data before the LT begins its work.

Dean Mendez noted that there are reasons why departments will have their own research courses, and there has been no conversation or inventory on those courses. The question becomes how hard are programs working on these courses, and are there ways to work smarter? Additionally, many research courses are being taught by adjuncts, and this may not best serve our students. Tenured/tenure-track faculty should be teaching these courses as they are the ones who will be working with the students as they move through their programs. In discussing a research core, one area discussed might include whether or not there needs to be tracks for qualitative and quantitative research. The conversation about the research core must be in the open, without regard to ideology or philosophy, but it should consider how to be more efficient with less stress for all. This is something to be thought through together. Whether it is centralized by programs or centralized within the college as a whole, it is important for all of the faculty to come together to define competencies for teaching research courses overall. Having a conversation will not be a disservice to any students by making changes, and it might

make more things easier in knowing what each program is doing. Dean Mendez also noted that it was possible to design a research core and have the SCH follow the instructor/professor teaching the course.

In discussion, it was noted that programs may have different ways of supporting dissertation students. For example, C&I offers summer intensives for advisees who are writing dissertations to help in producing good writing with professors available to work with the students. Ed Leadership has offered doctoral summer institutes for the students in the dissertation process. Variables that might be included in the core discussion would include when courses would be offered, and how students take the courses (one or more per semester). There are controls that might be put in place for all students as all instructors should require a standard from all students in the College. It was also noted that there are faculty who have been specifically trained in how to combine methods with theory, and who are available to aid in bringing organization to this discussion.

Also in the discussion, it was asked if there would be ad hoc committees formed to help with the changes in research core. Dean Mendez noted that this would be a good way of facilitating conversations. It was noted that there may be chances for conversations about courses needed about how theoretical frameworks connect to research questions and design. This highlights the need to encourage faculty and staff to attend the LT meetings so that they are there to take part in serving on the committees regarding the research core conversation. Dr. Matteson noted that there were currently 688 doctoral students in the College. Asked about archives from previous reviews from Dr. Ridley's tenure, Dr. Matteson noted that Dr. Jason Lee might have some of the results from those reviews.

Another question was asked about how research courses would be delivered (face-to-face or online), and how the deliver method would impact how programs that were exclusively face-to-face or online would participate? Dean Mendez stated that he hoped that it would be possible for everyone to be flexible so that courses would be available as needed.

Finally, a question was asked about who makes the decision about the research core as part of the curriculum which is the responsibility of faculty not the LT. Other questions related to this include:

- Will the LT make suggestions regarding the research core?
- Will there be meetings of the graduate faculty to discuss and make decisions related to curriculum?
- What role does the graduate faculty play in the conversations about curriculum at this time?
- Has the LT subsumed the role that the graduate faculty once played?

It was asked if there was going to be called meetings of the graduate faculty regarding curriculum issues. Dr. Matteson stated, that at this time, neither Associate Dean has responsibility for calling meetings of the graduate faculty listed in their portfolios, and given the issues of the past year, getting faculty together for meetings has not been feasible. It is difficult to get everyone together, so it is often easier to communicate by email. Dr. Matteson noted that LT issues may be more global than issues related strictly to graduate faculty.

Third Year Review

Dr. Matteson reported on the Third Year Review process. She noted that there have been significant changes to the promotion and tenure process as described in the OPs and College documents regarding reviews. One major change is the deletion of the College-level Promotion and Tenure group. All reviews are now conducted through the program Chair and the results go directly to the Dean. It was noted that the dossier components are not well defined, although the Chairs have put together requirements that work, including such items as the offer letter and the faculty member's CV. Departments have defined their own guidelines for the review process. Dr. Matteson noted that it is important to look at the College-level requirements from the past and adapt them to the new requirements.

In discussion of OP 32.38, it was noted that faculty are currently given the option of going through the old process (going through the P&T committee) or they can opt to go through the new procedure (department level). It was also noted that ultimately, the department review process will go to the Dean and then to Rob Stewart's office for approval. However, at this time, even though the system is not completely vetted, the candidate should understand what they will be reviewed on as part of the discussion with the Chair. Additionally, at this time, each candidate may choose to extend their review by a year or go up on time. This has also impacted post-tenure review (also offered a year's extension).

Dr. Claudet noted that, as Faculty Council, we should inform faculty to stay in touch with both their department chair and with Dr. Matteson to make sure that faculty know about the tenure review process.

Enrollment

Although not on the agenda, Faculty Council know that enrollment is very important to the various departments and the College as a whole. Dr. Hendricks noted that a dashboard will be constructed to help programs know information about enrollment. Additionally, Dr. Hendricks is planning meetings with PCs monthly in order to update on trends and projections about enrollment. He noted that it is important to be proactive in sharing information.

Meeting adjourned at 11:34 am

**Faculty Council Meeting
February 1, 2022
10:00 – 11:30am CST
Zoom**

Join Zoom meeting:

<https://texastech.zoom.us/j/99199292063?pwd=QldwaWMwOU1pUXdlITXY4Z3JpQ2k1Zz09>

AGENDA

1. Approval of Meeting Minutes
 - a. November 2nd, 2021 and January 18th, 2022 FC meetings
2. Report on FC / SC / Dean's Office Co-Sponsored CoE Town Hall on Shared Governance
3. CoE Faculty Third Year Review and Faculty T&P Review Guidelines (college-wide versus department-level) in relation to TTU Policy Requirements
4. College of Education PhD Research Core – constituting a college-wide ad hoc committee
5. College of Education Spring 2022 Student Enrollments and PC meetings with Bret Hendricks
6. Faculty Council Spring 2022 meeting dates (first and third Tuesdays of each month)
 - Tuesday, January 18
 - Tuesday, February 1
 - Tuesday, February 15
 - Tuesday, March 1
 - Tuesday, March 15
 - Tuesday, April 5
 - Tuesday, April 19
 - Tuesday, May 3
7. Other Business
 - a. Tuesday, February 15th next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

February 1, 2022

10:00 – 11:30 am, by Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Dennis, L. Greenlees, J. Hamrick, P. Hawley (ex-officio), P. Okungu, A. Zimmerman, L.J. Gould (Recorder)

Guests: Dean J. Mendez, G. Castillo, J. Cho, J. Durham, R. Hite, B. Hendricks, B. Hotchkins, J. Kim, N. Knauth, S. Matteson, P. Smith, B. Watson

Minutes

Minutes of the November 2nd meeting were reviewed. K. Button moved to accept the minutes, and P. Okungu seconded. The minutes were accepted. Minutes of the January 18th meeting were reviewed. K. Button moved to accept the minutes with editorial changes, and S. Cumby seconded. The minutes were approved.

Town Hall Report

Summary notes regarding the Town Hall were sent to Faculty Council members. Special thanks to Jared Burgoon on Staff Council for working with Dr. Claudet to make the Town Hall happen. Some information that came from the meeting are:

- Staff felt that given the large number of staff in the COE, they needed more representation on LT;
- Some faculty felt that their voices were not heard in LT;
- Dean Mendez is open to expansion of LT if needed;
- Difference between LT and Faculty Council and Graduate Council
- What issues are best in the purview of LT, and what is the purview of Faculty Council or Graduate Faculty;

- LT representatives may not speak at the meetings, and it was suggested that inviting the reps to report on what is happening in their areas.

Dr. Claudet asked if anyone had other comments or feedback. It was noted that after the Town Hall, it is important for the faculty, LT Reps, and others to move forward. Dr. Claudet noted that Jaret Burgoon and he might compile some recommendations and suggestions to deliver to the LT. It was also noted that some programs are larger than others, and that may have been the reason for questions about increasing faculty representation.

Third Year Review

The discussion regarding third year review for faculty continued. All third-year review processes in the COE should be considered as to whether or not individual departments wanted a specific review process that was their own, or if there was an overall process for the College as a whole. Dr. Kim from C&I reported on what was being done in her department, and why each department should have their own guidelines for annual and third year review. Dr. Kim noted that each department should create the promotion and tenure guidelines for both third year and annual review. Implications for diversity, equity, and inclusion are included in these guidelines. All department guidelines should follow the guidelines of the College and University guidelines that are more general, but departments should have specific guidelines that meet their requirements and needs. Clearly understood standards are required for faculty to vote on those going up for third year or annual reviews. Dr. Kim noted that the guidelines should be for the purpose of listing requirements, but also to give those in the process of review to know what is required of them.

Dr. Claudet noted that in reading the OPs regarding the guidelines for promotion and tenure, he found that the University would have guidelines that would inform the Colleges' guidelines which would then inform the departments' guidelines. Each level might go beyond or clarify unique situations or standards within specific programs. Dr. Matteson noted that articulating guidelines for each department is important in recognizing these unique situations that occur in each department. It is very important that faculty be urged to vote when faculty come up for review, and it is important that faculty who are voting be willing to comment on the individualism and uniqueness of particular program candidates. It was also suggested that all departments write and submit the programs' specific values and requirements that can be used in the voting process.

Dr. Claudet noted that it was important for the Faculty Council to offer recommendations to Dean Mendez and the LT about the guidelines for both the College and the departments. It is also important to encourage the departments to create/develop the guidelines and standards for promotion and

tenure. This should be published and shared with the College P&T committee and be available to new faculty.

Dr. Matteson noted that a document is on the website that includes documents that discuss the College's promotion and tenure policy. It was noted that the College-level P&T process has gone to the Dean's office, but the P&T committee is eliminated in this review, and each department is charged with creating their own guidelines. The past college-level processes need to be reconsidered and changed as required. Guidelines from the departments go to the Dean for review, and then go to Rod Stewart's office. Since this is not completed, all candidates for review are given the option of the old OP or through the departmental review process. The candidate will not be harmed even though the process has not been completely vetted, as they are given the choice to choose how the third-year review is done. This involves a great amount of communication with the chairs so that the promotion and tenure clocks for all candidates are updated. This is also true of the post-tenure review who have the choice of electing the new or old processes. Dr. Claudet noted that Faculty Council can urge faculty going up for review to stay in touch with department chairs and Dr. Matteson.

PhD Core Review

Dr. Claudet noted that this was discussed in the last LT meeting. He noted that some questions that might be involved at some time might include the role of the graduate faculty in the discussion of the research core. This will be discussed in the LT in the future meetings.

Enrollment

This is something that will be considered by Faculty Council as to how enrollment will be considered by the College. It was noted that enrollment information given to department chairs/coordinators would be helpful. Dr. Hendricks noted that a dashboard is being created to help with information. He also noted that meetings would be held monthly with program coordinators to give them information about enrollment. He noted that it was important to be more proactive with faculty/programs to let them know what is happening in enrollment.

Dr. Claudet noted that both Dr. Matteson and Dr. Hendricks are invited to the Faculty Council meetings.

Adjourned at 11:34 am.

Faculty Council Meeting

**February 15, 2022
10:00 – 11:30am CST
Zoom**

Join Zoom meeting:

<https://texastech.zoom.us/j/91870748303?pwd=a1VBcjBWV00vaERMOEdVb1hDWlJPUT09>

AGENDA

1. Approval of Meeting Minutes
 - a. February 1st 2022 FC meeting
2. Faculty Council Recommendation on Faculty Third-Year Review and Faculty T&P Review Guidelines (department-level and college-wide) in relation to TTU Policy Requirements
3. College of Education PhD Research Core ad hoc committee – updates from 2/9 LT meeting
4. TED Site Coordinator / Lecturer Salaries
5. College of Education Spring 2022 Student Enrollments and PC meetings with Bret Hendricks
6. Faculty Council Spring 2022 meeting dates (first and third Tuesdays of each month)
 - Tuesday, January 18
 - Tuesday, February 1
 - Tuesday, February 15
 - Tuesday, March 1
 - Tuesday, March 15
 - Tuesday, April 5
 - Tuesday, April 19
 - Tuesday, May 3
7. Other Business
 - a. Tuesday, March 1st next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

February 15, 2022

10:00 – 11:30, Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Davis, J. Hamrick,
P. Hawley (ex-officio), P. Okungu, R. Saldana, A. Zimmerman,
L.J. Gould (Recorder)

Guest: J. Mendez

Minutes

The minutes of the February 1 meeting were reviewed. Dr. Zimmerman moved to accept the minutes, and Dr. Cumby seconded. The motion was passed.

Faculty Council Recommendations on Third Year Review and T&P Guidelines

Dr. Claudet updated the Faculty Council and noted that he would have the recommendations ready by the weekend to circulate to Faculty Council. He stated that the recommendations would be ready for the next Leadership Team meeting. Dr. Claudet also noted that there was a discussion about the topic in the last LT meeting.

PhD Research Core Ad Hoc Committee

Dr. Claudet reported that there was a discussion of the PhD Research Core at the last LT meeting. It was recommended that the ad hoc committee be comprised of the three chairs (with graduate programs) and three representatives from each department. The committee will elect their chair. The committee will seek input from across the College by holding meetings after the chair is selected. Dr. Claudet

suggested that Faculty Council members might let the Faculty Council know who will be representing their departments on the committee.

TED Site Coordinators/Lecturer Salaries

Dr. Jenkins presented at the LT about the work in the TED department. Dr. Button noted that she and Dr. Jenkins spent time with the TED department as LT representatives. She noted that she was asked to share their concerns about their salaries, and although there would be a small increase if teaching in summer, they are concerned about there not being enough courses being offered in the summer for teaching to be a sure thing. Dr. Button noted the following about eight of 11 site coordinators in the Lubbock area from the data assembled for her:

- All have their master's degree;
- All work for 11 months;
- They average 17 years of teaching;
- All have an average of 30 students they are working with;
- Many of the students who have graduated are earning more money than they earn teaching them.

Dr. Button also noted that these site coordinators are the face of the program and the University. She stated that they would be willing to meet with the Dean about this.

Ms. Dennis also noted the importance and diversity of the job done by the site coordinators. TED is unique in that there are many part-time personnel, and in the way that classes are offered. There are 34 site coordinators. It was noted that the workload is very heavy, and there is some turnover. It was also noted that some of the site supervisors have additional jobs because they are not able to live on the salary. It was noted that there is some recruitment involved in the site coordinators job as they work with the community colleges in recruiting candidates for TED.

Dean Mendez stated that it was recognized that the pay for site coordinators was low. He stated that at the recent budget meeting \$200,000 was requested to increase salaries. Dean Mendez said that the problem is recognized, and the administration are working on increases, but he stated that it will not be fixed in one move. Dr. Claudet asked if there would be any support for recruiting and enrollment needs. Dean Mendez stated that this was a definite consideration for the College, and that it was an important aspect of future planning.

Enrollment and PC Meetings

Dr. Hendricks was invited, but he is out of the office. Dr. Claudet noted that Dr. Hendricks is trying to schedule a meeting of the Program Coordinators to speak about enrollment and recruitment. This summer begins a counting year in which enrollment is very important for both the College and the University. Enrollment for summer is of paramount importance for the future of the College.

Other Business

There was no new business.

Meeting adjourned at 10:56.

Faculty Council Meeting
March 1, 2022
10:00 – 11:30am CST
Zoom

Join Zoom meeting:

<https://texastech.zoom.us/j/99199292063?pwd=QldwaWMwOU1pUXdITXY4Z3JpQ2k1Zz09>

AGENDA

1. Approval of Meeting Minutes
 - a. February 15th 2022 FC meeting
2. Draft Faculty Council Recommendations on Department-Level P&T Procedures and Standards Development Guidelines – review and discussion
3. LT voting on LT Documentation Draft
4. College of Education PhD Research Core ad hoc committee – updates from 2/9 LT meeting
5. College of Education Spring 2022 Student Enrollments and PC meetings with Bret Hendricks – updates
6. Faculty Council Spring 2022 meeting dates (first and third Tuesdays of each month)
 - Tuesday, January 18
 - Tuesday, February 1
 - Tuesday, February 15
 - Tuesday, March 1
 - Tuesday, March 15
 - Tuesday, April 5
 - Tuesday, April 19
 - Tuesday, May 3
7. Other Business
 - a. Tuesday, March 15th next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

March 1, 2022

10:00 – 11:30, Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, L. Greenlees, J. Hamrick, P. Hawley, P. Okungu, A. Zimmerman, L.J. Gould (Recorder)

Guests: L. Bradley, G. Castillo, H. Garcia, R. Hite, J. Kim, N. Knauth, S. Matteson,
K. Siwatu

Minutes

The minutes of the February 15th meeting were reviewed. A motion to accept the minutes was made by Dr. Button. Dr. Cumby seconded, and the motion passed.

Review of Draft P&T Recommendations

Dr. Claudet briefly discussed the Faculty Council recommendations regarding promotion and tenure departmental guidelines, written standards and procedures. The draft was sent to all members of the Faculty Council. In the discussion following, several questions/comments were discussed:

- Dr. Matteson noted that information regarding promotion and tenure is currently on the COE website. She noted that new information (departmental guidelines, standards and procedures) will be added as it is reviewed and approved.
- It was noted that under the current system with the P&T committee for the college, the department chair is not in committee meetings. Under the revised system, the department chairs will be more involved.
- The intent of the recommendations is that, after the standards, guidelines, and procedures for each department become official COE documents, the P&T committee will take this information about each unique program into account in the review process.
- Dr. Matteson stated that the University-wide document (OP 32.01) is over-arching, and the department specific documents must meet the guidelines of the University and the COE. The P&T committee will have all department documents when meeting with the department chair. Currently, it is not known if there will be a continuing need for the P&T committee, or if, as

things change, a new process may be put into effect. Additionally, there may be changes in the University guidelines which may require meeting with University Administration.

In discussion, it was suggested that this may be something that needs to be brought to the Leadership Team. It was also suggested that the topic may require open meetings with the faculty for more discussion. The recommendations will be submitted to the LT at the March 9th meeting.

LT Document Draft

After a meeting of the committee, it was noted that one of the issues is whether or not to request that instructors have representation on the LT. It may be suggested that two versions of the document be submitted: one including voting membership for instructors, and a second without it.

It is time for the LT to vote on the document.

PhD Research Core.

PhD Research Core

The ad hoc committee met last week. There are 10 members, with more representatives needed from Special Education. In the first meeting, the discussion was primarily concerned with the rules for the committee. The scope of the committee is exclusively developing the framework for the doctoral research core. At this time, the committee will begin by breaking into competencies and looking at the existing courses, identifying gaps, and finding links in existing literature to identify needed courses. It was stated that the research core will be for all doctoral students, however, the committee will be seeking input from all stakeholders in the College. Dr. Kamau Siwatu is the chair of the committee.

Enrollment Update

Dr. Hendricks was unable to attend this meeting, but he is scheduling meetings with all of the PCs to talk about enrollment issues. He is also working to develop a dashboard that will have enrollment information available for PCs.

Update on Enrollment

- Dr. Hendricks is meeting with all PCs in the departments.
- Working on dashboard.

Next meetings:

LT meeting: March 9th.

Faculty Council meeting: April 5th

Faculty Council Meeting
April 5, 2022
10:00 – 11:30am CST
Zoom

Join Zoom meeting:

<https://texastech.zoom.us/j/99199292063?pwd=QldwaWMwOU1pUXdlITXY4Z3JpQ2k1Zz09>

AGENDA

1. Approval of Meeting Minutes
 - a. March 1st 2022 FC meeting
2. Further revised LT Shared Governance Documentation Draft (4.3.2022 version) for discussion
3. DEI Committee “DEI information and resources website” – Laura Brown
4. College of Education PhD Research Core ad hoc committee – updates from latest LT meeting
5. College of Education Spring 2022 Student Enrollments and PC meetings with Bret Hendricks – updates
6. Faculty Council Spring 2022 meeting dates (first and third Tuesdays of each month)
 - Tuesday, January 18
 - Tuesday, February 1
 - Tuesday, February 15
 - Tuesday, March 1
 - Tuesday, March 15
 - Tuesday, April 5
 - Tuesday, April 19
 - Tuesday, May 3
7. Other Business
 - a. Tuesday, April 19th next Faculty Council Meeting
 - b. Other

Faculty Council Meeting

April 5, 2022

10:00 – 11:30, Zoom

Minutes

Present: L. Arellano, K. Button, J. Claudet, S. Cumby, J. Daniels, L. Greenlees, J. Hamrick,
A. Zimmerman, L.J. Gould (Recorder)

Guests: Dean J. Mendez, L. Brown, B. Hendricks, R. Hite, B. Hotchkins, N. Knauth,
M. Park, T. Stevens, B. Watson

Minutes

The minutes of the March 1 meeting were reviewed. Dr. Zimmerman moved to approve, and Dr. Cumby seconded. The minutes were approved.

DEI Committee Website

Dr. Brown reported on the DEI website. The purpose of the website is to not only highlight what is going on in the College regarding diversity, equity and inclusion, but to also offer information and resources to the College of Education faculty, staff and students regarding the field. It would also have a calendar that noted the activities in the College and the University related to DEI. Dr. Brown noted that the committee wanted the website to be a resource for the College community to educate themselves. The committee is requesting approval of the Faculty Council to move forward with the website. It was asked if there would be links to blogs, discussions, etc. would be available on the website, and Dr. Brown stated that these would be available. There was another question regarding duplication of the University's website and how the COE's DEI website would be different. Dr. Brown stated that she would speak with the committee, as they do not want to duplicate the University's website. She noted that the committee wants the webpage to be constantly updated and changed so that it does not become stagnant. It was moved that the Faculty Council would support the initiation and maintenance of a website focusing on DEI issues as related to education. The Faculty Council voted in favor of supporting the DEI informational website, and Dean Mendez was informed of the support.

Shared Governance Documentation Draft

Dr. Claudet briefly discussed the draft and what is included. It was suggested that a third departmental member be included in the Leadership Team. The reasoning behind this suggestion was the opportunity for departments to elect a member who would be an equity faculty member who could be an instructor, non-tenured faculty, or others who would represent the faculty members in the department. It would be in the best interest of the departments to have three representatives that best portrayed the membership of the department. It is hoped that the document will be brought to the LT for a vote at the meeting on April 6th. The Faculty Council moved and voted to support the draft of the Shared Governance Document to move forward to the LT for approval.

Ad Hoc Research Core Committee

According to Dr. Siwatu, at the last meeting, the committee was identifying the procedural aspects of how the committee would operate and looking at the literature to identify key areas of importance and identifying gaps. Dr. Claudet noted that there should be a report at the LT regarding the committee's findings and how it will move forward.

Student Enrollment

Dr. Hendricks noted that while the College is gaining in numbers, it is still important to be diligent. He noted that everyone was being supportive. He encouraged innovative outreach to potential students, including open houses and targeted mailings. There are challenges, and Dr. Hendricks noted that programs should keep enrollment open as long as possible. There is still work to be done, but Dr. Hendricks noted that people are working hard to get enrollment up in the College. Dr. Claudet asked about social media use in enrollment management, and Neil Knauth stated that Lauren Brownell and her team would work with faculty/programs to reach out to potential students. Dr. Hendricks also noted that information from programs can be added to what is going out weekly to potential students. Dr. Hendricks was asked about scholarships and stated that the applications will be going out soon.

Dean's Report

Dean Mendez reported that three of the six open positions. Several of the searches are still ongoing, and several have been postponed until later. There are some strong candidates and new colleagues. The Dean reported that in LT, there would be the DEI proposal, finalizing the Shared Governance codification, and the report from the Research Committee. Dean Mendez also spoke of developing an

Epaf regarding a specific equity and engagement path towards Promotion and Tenure in the future that would encourage more women and people of color in leadership positions. A question was asked about the search committee for the Special Education chair search regarding who would serve on the committee. Dean Mendez stated that the whole department would serve as it is not a huge department; however, he stated that if someone did not want to serve, that would be respected.

New Business

Dr. Claudet spoke briefly about encouraging and recruiting colleagues to serve on the Faculty Council.

The next meeting is on April 19th.

**Faculty Council Meeting
May 3, 2022
10:00 – 11:30am CST
Zoom**

Join Zoom meeting:

<https://texastech.zoom.us/j/99199292063?pwd=QldwaWMwOU1pUXdlITXY4Z3JpQ2k1Zz09>

AGENDA

1. College of Education PhD Research Core Ad Hoc Committee Report – Kamau Siwatu
2. College of Education Student Enrollment Report – Bret Hendricks
3. Potential Faculty Council initiatives for 2022-2023
4. Faculty Council Spring 2022 meeting dates (first and third Tuesdays of each month)
 - Tuesday, January 18
 - Tuesday, February 1
 - Tuesday, February 15
 - Tuesday, March 1
 - Tuesday, March 15
 - Tuesday, April 5
 - Tuesday, April 19
 - Tuesday, May 3
5. Other Business
 - a. Other

Faculty Council Meeting

May 3, 2022

10:00 – 11:30, Zoom

Minutes

Present: K. Button, J. Claudet, S. Cumby, L. Greenlees, J. Hamrick, P. Hawley, P. Okungu, R. Saldana, A. Zimmerman, L.J. Gould (Recorder)

Guests: Dean J. Mendez, T. Casasrez, C. Crews, J. Gottlieb, B. Hendricks, , K. Siwatu, B. Watson

Minutes

The minutes of the April 5th meeting were reviewed. Dr. Zimmerman moved to approve as revised, and Dr. Button seconded. The minutes were approved.

Research Core Ad Hoc Committee

Dr. Siwatu reported on the committee noting that the overarching goal was to identify a set of courses to identify a set of courses that would help students develop the skills needed to do research and write/report on that research. Research competencies were identified by currently offered courses, experiences as researchers, and what other R1 institutions are doing. Two groups were identified: professional foundations (knowledge, skills, and dispositions such as research ethics) and research foundations (research competencies such as research designs, and those specific to either qualitative or quantitative research). The committee is looking at the number of courses to be required. The discussion of required courses is still going forward, but the identified courses are one qualitative, one quantitative, and one general research design (such as foundations of research). There has also been discussion of the requirements that programs put on their students. These requirements tend to be between 15 and 24 hours, and include design courses that build on the research core. Additionally, some programs wish to build advance coursework that is specific to their areas. Finally, the committee discussed the importance of enrichment courses, such as scholastic writing, and whether or not these courses are needed. Dr. Siwatu noted that the conversations have been collegial and oriented to doing

the best for students. The discussions will continue to go forward. Dr. Claudet thanked Dr. Siwatu for the discussion.

Enrollment

Dr Hendricks and Beth Watson reported on summer and fall enrollment, both are currently open. There is a push for summer I and full summer, but students should be encouraged to enroll now for fall. Dr. Henricks noted that this is a counting year, so we need to be diligent in getting enrollment numbers up. He noted that faculty intervention has been very effective in contacting students and getting them enrolled.

Potential Faculty Council Initiatives

Dr. Claudet reported on the work and accomplishments of the Faculty Council for the last year. He noted that the Faculty Council members were involved in writing and distributing the shared governance document for the COE that was endorsed by the LT at the last meeting. Dr. Claudet also noted that the Faculty Council was beneficial in recommending P&T procedures for College departments to use in developing their own unique requirements for faculty in the P&T process.

Dr. Claudet noted that for the next year, there will be vacancies on the Faculty Council in the various programs, and all of these should be considered as important leadership roles that all faculty should be encouraged to become involved. Additionally, committee memberships will be available and faculty need to be encouraged to be part of the committees. Dr. Claudet noted that it has been a pleasure to work with Dean Mendez and other administrators. Suggestions for the future involvement of the Faculty Council included:

- Townhalls (Issues of concern to the faculty)
- Brown bags (research skills, publications, etc.)
- Writing group (sponsored by programs or by Research Committee)
- Important issues from outside the University that affect faculty

Dean Mendez noted that it has been a pleasure working with Dr. Claudet and that he was looking forward to working with the next chair.