**Faculty Council Meeting Minutes**

**September 21, 2023**

**Zoom**

**Faculty Council Purpose Statement**

“The Faculty Council is a vehicle for faculty governance, the empowerment of faculty to recommend policy directly related to the conduct and quality of faculty life in the College of Education.”

Source: [Faculty Handbook | Faculty and Staff Resources | Our People | College of Education | TTU](https://www.depts.ttu.edu/education/our-people/faculty-and-staff-resources/handbook/) , Faculty Council, page 3. (Note: old Faculty Handbook link)

**Minutes**

Faculty Council Members in attendance: Valerie Paton, James Durham, Irene Arellano, Laura Brown, Raymond Flores, Jongpil Cheon, Fehti Inan, Pat Hawley

Faculty Council Members absent: Devender Banda, Jody Dennis, Hugo Garcia (ex-officio)

Meeting began at 9:00 am

1. Approval of the 8/23/2023 and 9/7/2023 Faculty Council Minutes
	* No minutes for last meeting – we will get those as soon as possible
2. Nominations to CoE Standing Committee Vacancies
	* James Durham brought to vote

Promotion and Tenure – Raymond Flores, TED (nominated by Dr. Coward)

* Vote carried unanimously.

FSSHR (Faculty Staff and Student Human Resources) - Lyndsey Crawford (nominated by Staff Council, LJ Gould)

* Vote carried unanimously.
* All faculty committees are fully populated – Committee members and chairs are already holding meetings
1. Recommendation from CoE Standing Committee for new name:
* Former DEI committee has been proposed to be renamed as Access and Engagement Committee – the committee has decided to work as a full committee without a chair
	+ Motion made by Laura Brown to change the committee name to Access and Engagement Committee and propose the name change for a full vote at the faculty level.
	+ Motion seconded by Pat Hawley
	+ Vote carried unanimously.
* Continued discussions regarding university level guidance regarding the affects of SB 17.
* The faculty handbook will also need to be adjusted to reflect the changes to the committee and potential adjustments to the committee charge. Valerie Paton will work with Niel Knauth to get a voting link to the full faculty to confirm the name change as well as any additional changes all at once.
1. Recommendation to add Standing Committees
* Discussion regarding the possibility of adding standing committees to the faculty council to help with some of the logistics of the responsibilities the faculty council charge
	+ Standing committees would fulfill the roles designated in the faculty council handbook
	+ Study committees would look at various policies or documents and would present findings once the study is complete – faculty that are not currently serving on the faculty council could help
		- Standing committees and study committees could allow all members of the faculty council to share the responsibilities
		- Standing committees would be established based on the faculty council handbook and the various charges
			* An example might be a standing committee that focuses on Agenda and Meeting Scheduling (including meetings with general faculty each term)
			Nomination/Election Committee
* Raymond Flores recommended tabling any determinations on these responsibilities until we know what we need.
1. Reports from Faculty Council Study Committees

(See charges in Attachment A for Approved Charges)

* RA Compensation Study Committee (Jongpil Cheon; Fethi Inan; Selenda Cumby)
	+ - Jongpil Cheon reported that the discussions for this topic were comprehensive and suggested that Dr. Hendricks and Becky Perez attend the next faculty council meeting to discuss the current compensation
	+ Teacher and Principal Preparation Program Study Committee (Selenda Cumby; Fethi Inan)
		- Fethi Inan reported that Selenda Cumby was leading the charge on this issue, but no solid data or evidence was ever discussed. With Selenda Cumby not serving on the faculty council anymore, the recommendation is to close this issue out.
			* This issue was brought up due to concerns regarding mental health and conditions that teachers and administrators are currently functioning in on campuses.
			* How do we support K-12 educators in the current climate?
				+ Teacher Education Council has met regularly for the past few years to discuss what is currently happening in classrooms and on campuses. Laura Brown will communicate with Dr. Brasher regarding what the council is currently working on and how faculty council could provide any additional support.
* ePath Sub-Committee- Engagement emphasis in P&T (see [OP 32.01: Promotion and Tenure Standards and Procedures | Operating Policies & Procedures | TTU](https://www.depts.ttu.edu/opmanual/OP32.01.php) ; section 4.c. ) (Phoebe Okungu and Valerie Paton)
	+ This is an important topic that needs to be addressed to stay aligned with updated policies and procedures.
	+ P&T policy and third-year review policies could be addressed by this group
* TED Site Coordinator Summer Pay (James and Jody)
	+ James Durham reported that there were some discrepancies this summer between those that taught this summer (the same course being taught by different people and they received different pay).
	+ Faculty council can work with the department chairs to help clarify definitions, roles, and responsibilities.
1. Recommendation to add Study Committees for 2023-2024
	* Review of Promotion and Tenure Policy (Third-Year Review at the departmental level and new OP changes due to SB 18)
		+ Dr. Kim has already begun work on this topic
		+ Participants will need to be tenure/tenure track
		+ Additional support could come from the P&T committee
		+ Raymond Flores volunteered to help with the purpose of ensuring TED is part of the discussion
		+ Valerie Paton volunteered to help on this issue as well
	* Review of Full-time Lecturer Policy (OP 32.24 posted 10/6/22 changes)
		+ Raymond Flores and James Durham volunteered to be part of this group. James reported that Jody has already agreed to help with this area.
	* Raymond Flores recommended also trying to invite the LT to address some of these issues.
2. Potential Faculty Council initiatives to support (topic-focused townhalls, virtual brown bags, etc.) for 2023-2024
* Faculty Mental Health & ARPA-funded roles (completed)
	+ This issue can be removed from the agenda
* Institutional or College Policy on Trigger Warnings in Syllabi (In Progress and see TTU Office of the Provost Faculty Success document “Addressing Faculty

Concerns About Student Behavior”)

* This issue will be discussed further in the future
* College support for addressing accessibility issues in instructional

materials and facilities

* + Laura Brown, Jongpil Cheon, and Devender Banda all volunteered to work on this issue.
		- James Durham has worked with a student that has multiple disabilities that might have some valuable input.
* Requests for Peer Review formats for all faculty roles **(This was not discussed due to time)**

Next meeting will be October 5, 9:00-10:00 a.m. CST

Meeting adjourned at 10:09

Faculty Council 2023-2024 meeting dates/times

   First and Third Thursday of each month     9:00 – 10:00 a.m. CST

Fall term dates - 9/7, 9/21, 10/5, 10/19, 11/2, 11/16, 12/7

Fall 2023- Spring 2024 meetings with Graduate and Undergraduate Faculty

**Attachment A – Charge Language (Approved 11.7.22)**

**Non-TT Roles Study Committee** (James Durham, Valerie Paton)

(see [OP 32.17: Faculty Appointments and Titles | Operating Policies & Procedures | TTU](https://www.depts.ttu.edu/opmanual/OP32.17.php))

*The charge of the Non-TT Faculty Sub-Committee is to propose shared governance roles for these faculty (instructors, lecturers, adjuncts, FT/PT) to represent their department on college-level committees.*

**RA Compensation Study Committee** (Jongpil Cheon; Fethi Inan; Selenda Cumby)

*The charge of the Research Assistant Compensation Sub-Committee is to work with the Associate Deans to identify the total compensation (e.g., stipend, tuition, fees, benefits) of Research Assistants based upon the type of funding (College and sponsored research) in the College when compared to all other Colleges at Tech. In addition, the Sub-Committee is charged with gathering data on whether the compensation is adequate to support RA cost of living in light of recent increases in CoL in basic needs – food, housing, transportation, etc.*

*This Sub-Committee will also review the roles and responsibilities of GPTIs in the College.*

**Teacher and Principal Preparation Program Study Committee** (Selenda Cumby, Fethi Inan)

*The charge of the Teacher and Principal Preparation Program Sub-Committee is to identify needed changes and initiatives related to teacher and/or principal candidates and become a voiced advocate.*

**ePath Study Committee** (Phoebe Okungu, Valerie Paton)

(see [OP 32.01: Promotion and Tenure Standards and Procedures | Operating Policies & Procedures | TTU](https://www.depts.ttu.edu/opmanual/OP32.01.php) ; section 4.c. ) (Doug Hammond, Phoebe Okungu and Valerie Paton agreed to serve on sub-committee)

*The charge of the ePath Sub-Committee of the Faculty Council is to draft language that conforms to TTU and College of Education standards that serve as a starting point for departments to develop their own P&T policies related to engaged teaching, research, and service. Preferably, all departments would utilize the ePath language to apply to their standards, which would then align with TTU and the College of Education standard and allow for discipline-specific interpretation.*