

**College of Education Faculty Council
Meeting Agenda**

Date: February 12th, 2025

Time: 10:00 AM - 11:30 AM

Location: Online via zoom

Present Members: Ray Flores, James Durham, and Shelby Anderson (TED), Laura H. Brown and Devender Banda (SPED), Pat Hawley and Irene Arellano (EPLC), Jongpil Cheon (C & I), and Hugo Garcia (EPLC)

Absent Members:

Jeong-Hee Kim (ex officio. Meeting substitute: Jon McNaughtan), Fethi Inan (C&I)

Guest Names:

Annette Tommerdahl

*If there are insufficient numbers of representatives from each department, the committee will continue to meet as long as there is a quorum (50%)

Topics for Discussion:

1. Approval of minutes for FC November meeting

Motion made to: Approve minutes from 11-4-2024 FC meeting

Motion by: Pat Hawley, Seconded by: Laura Brown

Votes: 8 Aye in favor, 0 Nay opposed, 0 abstentions

Motion carries.

2. Approval of agenda for FC February meeting

Motion made to: Approve the 2-12 FC Meeting Agenda

Motion by: Pat Hawley, Seconded by: Irene Arellano

Votes: 8 Aye in favor, 0 Nay opposed, 0 abstentions

Motion carries.

3. Vote to approve replacements on Standing Committees

- Jessica Gottlieb will be replacing Alex Wiseman on the P & T committee.
- Grant Jackson will be replacing Alex Wiseman on the Faculty, Staff & Student Human Resources committee

Motion made to: Approve the Standing Committee replacements listed above.

Motion by: Jongpil Cheon, Seconded by: Pat Hawley

Votes: 8 Aye in favor, 0 Nay opposed, 0 abstentions

Motion carries.

Congratulations to Dr. Alex Wiseman on his appointment to Chair of the EPLC department!

Updates:

Due to restructuring at the Dean's office, we also have a few updates on the ex-officios for COE Standing Committees. These are listed below:

- Access and Engagement Committee, Dr. Jeong Hee Kim, Associate Dean for Academic Affairs (ADAA)
- Graduate Academic Affairs Committee, Dr. Jeong Hee Kim, Associate Dean for Academic Affairs (ADAA)
- Teacher Certification and Undergraduate Academic Affairs Committee, Dr. Jeong Hee Kim, Associate Dean for Academic Affairs (ADAA)
- Faculty Council Meeting, Dr. Jeong Hee Kim, Associate Dean for Academic Affairs (ADAA)
- Research Committee, Dr. Shirley Matteson, Associate Dean for Research, Outreach, and Engagement (ADR)
- SEM Council, Dr. Jon McNaughtan, Associate Dean for Enrollment Management (ADEM)
- Faculty Staff Student Human Resources Committee, Dr. Shirley Matteson, Associate Dean for Research, Outreach, and Engagement (ADR)

Congratulations to Dr. Jeong Hee Kim and Dr. Jon McNaughtan on their new respective appointments!

4. Progress updates from Standing Committee FC partners:

- Access and Engagement Committee (FC partner(s): Irene Arellano)
 - No progress updates at this time. Arellano will meet with Mary Hershberger and Weverton Ataide Pinheiro (2024-25 Committee Co-Chairs) later this month.
- Faculty, Staff & Student Human Resources Committee (FC partner(s): Laura Brown, Fethi Inan)
 - No progress updates at this time. Brown will meet with Dr. Robin Lock (New Chair of committee who replaced Dr. Alex Wiseman) later this month.
- Faculty Development Leave Committee (FC partner(s): Jongpil Cheon)
 - Cheon is working on it. Will finalize draft this month and share it with committee to gather their feedback/comments.
- Graduate Academic Affairs Committee (FC partner(s): Devender Banda)
 - No progress updates at this time. Banda will get in touch with Janna Brendle (2024-25 Committee Chair)
- Promotion And Tenure and Post-Tenure Review Committee (FC partner(s): Ray Flores)

- Richman (P&T chair) have been meeting and revising the Round 1 draft of the P & T Committee Standing Information sheet. The P & T committee met on Tuesday, February 4th to go over latest draft and to gather committee input. The committee is working on finalizing the document.
- Research Committee (FC partner(s): Pat Hawley)
 - No progress updates at this time. Hawley will get in touch with Grant Jackson (2024-25 Committee Chair)
- Teacher Certification and Undergraduate Academic Affairs Committee (FC partner(s): James Durham, Shelby Anderson, and Ray Flores)
 - Durham, Flores, and Anderson met multiple times with Catherine Lammert (2024-25 Committee Chair) last Fall 2025. Excellent progress was made by the Committee Chair and committee. Durham will get in touch with Catherine Lammert (Committee Chair) and work to finalize the document.

5. Report on Upcoming Vacancies on FC and Standing Committees Due to Member Terms Ending

- Faculty Council:
 - 2 representatives from C & I
 - 2 representatives from TED
- Access and Engagement Committee:
 - 1 undergraduate representative
 - 1 graduate student representative
 - 1 staff representative
- Faculty, Staff & Student Human Resources Committee:
 - 1 representative from C & I
 - 1 representative from SPED
 - 1 undergraduate representative
 - 1 graduate representative
 - 1 staff representative
- Faculty Development Leave Committee:
 - No vacancies
- Graduate Academic Affairs Committee:
 - 2 representatives from C & I
 - 1 staff replacement
- Promotion And Tenure and Post-Tenure Review Committee:
 - 1 representative from EPLC
 - 1 representative from TED

- Research Committee:
 - 1 representative from C&I
 - 1 representative from EPLC
 - 2 representatives from TED
 - 1 graduate representative
- Teacher Certification and Undergraduate Academic Affairs Committee:
 - 2 faculty representatives from TED
 - 1 undergraduate representative

James and Ray will email COE department chairs on COE standing committee replacement needs due to finishing terms. We will ask that department chairs hold elections in the department and submit replacement names prior to the FC's March 12th and/or April 9th meetings so that FC can vote to approve these nominations this Spring semester.

6. Updates from FC co-chairs on 2024-2025 Faculty Council Goals

What will James and Ray be doing?:

James and Ray will:

- email Standing Committee chairs and request that they finalize and vote on the Standing Committee Information Sheets by **April 7th** so that we can vote to approve these during our April 9th FC meeting.
- request that standing committees identify their chair elects by the end of the semester.
- request that Standing Committee chairs to submit their 1-page reports that will be added as appendices to our FC report which will be distributed to the COE faculty as promised by **April 7th**.

7. Share Draft Agenda for March FC meeting

- Approval of minutes for FC February meeting minutes
- Approval of agenda for FC March meeting
- Discuss and approve any Standing Committee Information Sheets that have been finalized and approved by respective committees
- Approve Standing Committee Replacements
- Continue with Standing Committee Information Sheet Updates {if needed}
- Updates from FC co-chairs
- Share agenda for final FC meeting for Spring 2025 semester
- Other?

8. Closing

- Summary of decisions made and action items.
- Reminder of next meeting: **Wednesday, March 12th, 10:00-11:30 am**

Approved during Faculty Council's March Meeting on March 12th, 10:00-11:30 am

Motion made to: Adjourn meeting

- o Motion by: Devender Banda, Seconded by: Laura Brown
- o Votes: 7 Aye in favor, 0 Nay opposed, 0 abstentions

Motion carries.

Meeting adjourned at 11:06 am.

Notes:

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- o **Please review all proposals and supporting documents prior to the meeting.**
 - o Contact Co-Chairs (raymond.flores@ttu.edu, and james.durham@ttu.edu) if you have any questions or need additional information.
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