

{Pending FC approval of minutes Fall 2025}

## **College of Education Faculty Council Meeting Agenda**

**Date:** April 9<sup>th</sup>, 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), Shirley Matteson (ex officio), and Jeong-Hee Kim (ex officio).

**Absent Members:** Hugo Garcia (ex officio) and Fethi Inan (C & I)

**Guest Names:** Jon McNaughtan

\*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 March meeting**

See Meeting Documents >> Agenda Item 1.

Motion: To approve minutes from 3-12-2025 FC meeting

Motion by: Laura Brown, Seconded by: Shelby Anderson,

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

Motion carries.

#### **2. Approval of agenda for FC April meeting**

Motion: To approve the 4-9-2025 FC Meeting Agenda

Motion by: Pat Hawley, Seconded by: Irene Arellano,

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

Motion carries.

#### **3. Updates and Approval of Replacements for COED Faculty Council and Standing Committees Whose Terms Will be Ending**

Future Vacancies to be Replaced:

- Faculty Council:
  - 2 representatives from C & I (Results pending)

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- 2 representatives from TED (Filled);
- 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 (Results pending)
  - 1 representative from SPED (Results pending)
  - 1 undergraduate representative
  - 1 graduate representative
  - 1 staff representative
- Faculty Development Leave Committee:
  - No vacancies at this time
- Graduate Academic Affairs Committee:
  - 2 representatives from C & I (Results pending)
  - 1 staff replacement
- Promotion and Tenure and Post-Tenure Review Committee:
  - 1 representative from EPLC (Results pending)
  - 1 representative from TED (Filled. Please see replacement names and FC vote to approve below)
- Research Committee:
  - 1 representative from C&I (Results pending)
  - 1 representative from EPLC (Results pending)
  - 2 representatives from TED (Filled);
  - 1 graduate representative
- Teacher Certification and Undergraduate Academic Affairs Committee:
  - 2 faculty representatives from TED (Elections being held. Results on April 12th)
  - 1 undergraduate representative

### **Replacement Results:**

The following replacements have been received from TED.

Promotion and Tenure and Post-Tenure Review Committee: Jianlan Wang

The terms for these new representatives will be **2025-2028**.

Motion: To approve TED representative for Promotion and Tenure and Post-Tenure Committee.

Motion by: James Durham, Seconded by: Pat Hawley,

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

Motion passes.

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Faculty Council Department representatives will send James and Ray updates on department representative replacements. These will be appended to these minutes.

#### **4. Approval of P & T Committee's Request to Send Updated COE P & T Policy (Spring 2025 Version) for a Full Faculty Vote**

See Meeting Documents >> Agenda Item 4.

#### **Recap of Our Process:**

##### **Spring 2024**

During the Spring 2024 semester, the COE P&T committee in collaboration with FC members worked on revising the College's P&T policy. The FC approved the updated Spring 2024 version and voted to distribute this version to faculty in Summer 2024. The draft was sent for faculty review on May 7, 2024.

##### **Fall 2024**

As faculty had not been given the opportunity to provide feedback on the Spring 2024 version, FC voted in their September meeting to resend the updated policy for departmental feedback. This feedback was consolidated by department and returned to the P&T committee for their consideration.

##### **Spring 2025**

In Spring 2025, the P&T committee reviewed the feedback, made revisions to the Spring 2024 draft, and developed the Spring 2025 version. This updated version was unanimously approved by the P & T committee and is now being sent to the FC, with a request for a full faculty vote.

##### *A Special Thank You:*

A special thank you to this year's P&T committee, last year's P&T committee, Faculty Council, and all of the faculty and administrators from various departments who provided invaluable feedback on the Spring 2024 version of the P & T policy. The work on this policy is yet another strong example of the value of shared governance and how collaboration among diverse voices can drive meaningful improvements. We are confident that the COED faculty will recognize and appreciate the thoughtful process that we've followed in gathering and incorporating their input into this Spring 2025 version.

Motion: To approve the P & T Committee's Request to Send Updated P & T Policy (Spring 2025 version) for a Full Faculty Vote

Motion by: James Durham, Seconded by: Shelby Anderson,

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

Motion carries.

## 5. Updates and Approvals of Standing Committee Information Sheets:

See Meeting Documents >> Agenda Item 5.

- **Access and Engagement Committee (FC partner(s): Irene Arellano)**  
Arellano commends Mary and Weverton for their leadership, and the committee for their work. They have been very active and productive this year to revive the roles and activities of this committee. We thank them for their work this year and for their impactful work to come.

*Suggested edits to Information Sheet:*

Minor edit to ex officio role. Missing information.

Delete empty calendars that were part of the template but are not needed.

Motion: To approve the Access and Engagement Committee Information Sheet.

Motion by: Pat Hawley, Seconded by: Devender Banda,

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

Motion carries.

- **Faculty, Staff & Student Human Resources Committee (FC partner(s): Laura Brown, Fethi Inan)**

The FSSHRC Committee has made significant progress on their Information Sheet. The committee will continue their work on the Information Sheet in the Fall 2025 semester.

The description of this committee in the COE Faculty handbook is outdated for multiple reasons. For example, there is an overlap with the tasks of the Access and Engagement Committee and Faculty Council. Staff tasks including staff awards are taken care of by Staff Council and there are no tasks for student awards and issues. Discussions to remove those outdated overlapping tasks are being held by the committee to add tasks that are more reflective of what the committee does.

The committee is also proposing a possible change of name to Faculty Awards committee to be more aligned with what the committee does.

Kudos to Robin Lock who stepped in as Chair of the committee after the previous chair (Alex Wiseman) he became Interim Department Chair for EPLC.

We recommend that the FC vote on the FSSHRC Information Sheet be tabled until Fall 2025.

- **Faculty Development Leave Committee (FC partner(s): Jongpil Cheon)**

**Progress update after March FC meeting:**

As promised, Dr. Matteson reached out to Genevieve Durham DeCesaro (Vice Provost for Faculty Success) who shared that OP 32.29: Faculty Development Leaves was recently modified and that colleges are no longer required to have FDL committees. The revised OP32.29 has not been shared on the TTU website yet but in early March Faculty Senate voted to approve proposed revisions.

In a follow-up email from Ray and James to Vice Provost DeCesaro inquiring about the future role of the TTU FDL committee and its relationship (if any) with the college-level FDL committees. Vice Provost DeCesaro states:

“The institutional FDL committee does not have a relationship with college-level FDL committees. As I shared with Shirley earlier this week, college-level FDL committees are not widely used, given that a number of units delegate this function to standing T&P committees. While the institutional FDL committee would absolutely consider any feedback attached to an application (including feedback from a chair, dean, or college-level FDL committee), the institutional FDL committee does not and is not proposing to interact with any of those individuals or groups.”

Ray also reached out to one of our COE representatives, Jessica Gottlieb, who serves on the TTU FDL committee. She offered the following valuable insights below.

In regard to what the TTU FDL committee does, she states:

“The university-level FDL committee reviews all of the leave applications sent forward by various colleges (with the exception of applications sent from their college. For example, the COED reps on that committee do not review COED applications). These applications include feedback from the dean of the relevant college. My memory isn’t perfect, but I don’t think we saw any other feedback from the colleges.”

In regard to her perspectives on the future of the COED FDL committee she states:

“I think it depends on how much control the college wants to have over applications that are sent to the university FDL committee. My understanding is that this is the first year the university FDL committee had more applications than they could fund. If this continues to be the case, I could see some value in ensuring that only the strongest applications get to the university FDL committee, to increase the likelihood of those getting funded.”

Thank you, Jessica for your service on the TTU FDL committee and for providing your insights.

Jongpil Cheon who is currently chairing the COE FDL Committee shared information about what the COE FDL committee does. This includes reviewing application materials, identifying strengths and weaknesses, and writing a letter to the dean.

Various committee members highlighted the importance of the FDL committee. With uncertainty around who will be the next Dean, the committee highlighted the importance of having COE faculty input on FDL recommendations that are sent from the Dean’s office to the Provost who makes the final decision.

FC members also offered a few additional ideas on how to proceed with the COE FDL including asking department chairs to write letters of support for faculty members

We recommend that the FC vote on the FDL Information Sheet be tabled until Fall 2025.

- **Graduate Academic Affairs Committee (FC partner(s): Devender Banda)**

**Motion:** To approve the GAAC Information Sheet

Motion by: Laura Brown, Seconded by: Pat Hawley,

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

Motion carries.

- **Promotion and Tenure and Post-Tenure Review Committee (FC partner(s): Ray Flores)**

The P & T Committee has made significant progress on their Information Sheet.

The most updated draft can be found in the meeting documents folder. They will continue their work on the Information Sheet in the Fall 2025 semester.

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- **Research Committee (FC partner(s): Pat Hawley):** Please see Agenda Item 6. This committee has voted to disband.

## **6. Approval for Full Faculty Vote to Disband Research Committee**

See Meeting Documents >> Agenda Item 6.

As discussed previously during our March FC meeting, the Research Committee has voted to disband as a COE Standing Committee. Their votes are provided below:

- Disband the Research Committee: **6 in favor**
- Don't Disband: **1 in favor**
- Abstain: 1
- Let's Meet to Talk About It: 1

The Research Committee is requesting approval from the Faculty Council for a full faculty vote to approve this disbanding.

**Important Note:** The College remains strongly committed to enhancing and supporting faculty research efforts (original mission of the Research Committee) and the proposal for the *Advisory Board for Research and Outreach* has the potential to do that plus much more (as noted in the types of activities that the advisory board plans to offer for faculty). Please see draft description that will also be sent out to faculty at the same time that they will be voting to approve the disbanding of the Research Committee inside Meeting Documents >> Agenda Item 6.

Motion: Approve request to send for a full faculty vote to disband the COE Research Standing Committee, as described in the COE Faculty Handbook.

Motion by: Laura Brown, Seconded by: Pat Hawley,

Votes: 4 Aye in favor, 2 Nay opposed, 2 abstentions

Motion passes.

## **7. Identification and Nomination of 2025-2026 FC chair(s)**

James and Ray have been working behind the scenes to identify nominees. We will continue doing so until May 6th. This includes reaching out to current FC members whose terms will continue in the fall and will also include reaching out to new FC representatives, once these have been identified by departments. We will keep the committee posted.

## **8. Other updates from FC co-chairs on 2024-2025 Faculty Council Goals**

**What will James and Ray be doing?:**

- Append the following to the 4-9-2025 minutes for approval in Fall 2025.
  - Results for FC and Standing Committee Replacements

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- Results of full faculty vote on COE P & T policy approval
- Results of full faculty vote to disband Research Committee
- Continue drafting our 2024-2025 FC Annual Report. Before the final version is sent out to the full faculty in May, we will request for comments.
- Collect Standing Committee Annual Reports to append these to the 2024-2025 FC Annual Report.
- Append Approved Standing Committee Information Sheets to the 2024-2025 FC Annual Report.

James and Ray thanked Faculty Council members for the great work that they did this year!

Laura Brown invited and encouraged Faculty Council members to attend Dean Candidate presentations and to provide the Search Committee with comments and feedback.

## 9. Closing

- Summary of decisions made and action items.  
Motion made to: Adjourn meeting  
Motion by: Pat Hawley, Seconded by: Laura Brown,  
Votes: 7 Aye in favor, 0 Nay opposed, 0 abstentions

Motion carries.

Meeting adjourned at 11:34 am

## Notes:

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

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**Updates on FC and Standing Committee Replacements:**

- **Teacher Candidate and Undergraduate Academic Affairs Committee:** Delia Carrizales and Melanie Lay (2025-2028) were elected by TED.
- **Faculty Council:** Shelly Williams was appointed by TED chair to replace Shelby Anderson, who resigned, as TED representative on Faculty Council. Shelly's term will be 2025-2027.
- No other replacement names have been received.

**COE Faculty Voting Results: Approval of P & T Policy and Disbanding of Research Committee:**

- **On the question of the Promotion and Tenure policy:**  
93% (39 people) voted to approve the new Tenure and Promotion Policy for the College of Education. 7% (3 people) did not approve.
- **On the question of disbanding the Research Committee:**  
89% (47 people) voted to disband the Research Committee.  
11% (6 people) voted not to disband the Research Committee.