**Faculty Council Meeting**

**February 23, 2024**

**9-10:00 am CDT**

**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 6.

Meeting began at 9:00 am and was held by Zoom

Faculty Council Representative present: Valerie Paton, James Durham, Jody Dennis, Hugo Garcia, Raymond Flores, Faith Marina, Irene Arellano, Jonpil Cheon, Pat Hawley, Laura Brown

Other faculty members present: Stacey Sneed, Susan Lilly, Tara Stevens, Charles Crews, Beth Watson, LJ Gould, Kamau Siwatu, Lauren Brownell, Ian Lertora

**MEETING MINUTES**

1. January 19, 2024 and February 23, 2024 Minutes will be approved at the next meeting on March 29, 2024
2. Update on Strategic Enrollment Management Plan – Kamau Siwatu, Interim Associate Dean, Academic Affairs

* A proposal was made for a Starategic Enrollment Management Plan committee with various sub-committees.
* The sub-committees will include:

1. Recruitment Sub-committee
2. Retention Sub-committee
3. Data and Policy Analysis Sub-committee
4. Budget and Financial Aid Sub-committee

* This is an urgent matter because the sooner the Committee can start, it will help with numbers.
* The committee should be comprised of administrators, faculty and staff from key areas that directly or indirectly affect enrollment management, such as advising, admissions, and assessment and accreditation and students.
* This committee will be two-year terms, which will start in the Fall semester, will be staggered to allow rotation in membership, the Chairperson will serve for one year and committee members can be re-appointed.
* The committee will report to the Dean of the College of Education.
* A motion was made and seconded and the Faculty Council voted unanimously to support the Strategic Enrollment Management Plan.

1. Chair-elect Nominations

* Valerie Paton will be stepping down as Chair. New nominations need to be considered and sent to Valerie Paton and James Durham

1. Standing Committees Reports

Agenda and Meeting Scheduling (Laura Brown, Irene Arellano)

* A proposal was made by Laura Brown to schedule a full faculty meeting for April 5, 2024, from 9:00 am to 10:00 am.

Nomination/Election Committee (Valerie Paton, Pat Hawley, Irene Arellano, James Durham for undergraduate students)

* An email will be sent the Chairs
* The rotation is posted on the website and efforts are being made to continue updates and make it more usable.

1. Study Committee A Discussion (Jongpil Cheon, Fethi Inan, Devender Banda)

RA Compensation Study Committee – Resolution?

* Review of RA monthly income and expenses and compared to other Colleges, which were higher than COE.
* Discussion of having COE come together and allowing doctoral student and opportunity to obtain legiate teaching experience and research opportunities.
* Discussion for RA’s needs will need to continue and move forward and consider other recommendations.

1. Study Committee B Update (Raymond Flores, Laura Brown, James Durham)

Teacher and Principal Preparation Program Study Committee

* The policy has been reviewed and a sub-committee was formed and will be meeting and have an update for the meeting in March.

1. Study Committee C Update (Pat Hawley, Raymond Flores)

Review of Promotion and Tenure Policy

* On January 24th the college put out a new OP and 3234 has been changed and has been sent to Dr. Coward and it available on the website. There are not many changes, but is very specific about reviews and the process.

1. Study Committee D Update (James Durham, Raymond Flores)

Review of Full-time Lecturer Policy

1. Study Committee E Update (James Durham, Jody Dennis )

TED Site Coordinator Summer Pay – Expand purpose to TE Lecturer Compensation ? Resolution?

* With the Raider Teach program, it has been decided that only qualified instructors with a PhD degree will be able to teach.
* Discussion was had about qualifications at other universities and what experience is needed for teaching and research.

1. Potential Faculty Council initiatives to support (topic-focused townhalls, virtual brown bags, etc.) for 2023-2024

Faculty Mental Health & ARPA-funded roles (completed)

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”)

College support for addressing accessibility issues in instructional

materials and facilities

Requests for Peer Review formats for Annual Review Reports for all faculty roles

1. Faculty Council Spring 2024 meeting dates/times

   Except for January, First and Third Thursday of each month

9:00 – 10:00 a.m. CST

Spring dates – 1/18, 2/1, 2/15, 3/7, 3/21, 4/4, 4/18, 5/2/, 5/16

Spring 2024 meetings with Graduate and Undergraduate Faculty - TBD

Meeting was adjourned at 10:15 am

**Attachment A – Student Committee Charges**

1. **RA Compensation Study Committee** (Jongpil Cheon, Fethi Inan, Devender Banda)

Note: charge approved 11.7.22.

*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.*

1. **Teacher and Principal Preparation Program Study Committee** (Raymond Flores, Laura Brown, James Durham) Note: Charge to be reviewed by Study Committee for 2023-2024

*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.*

1. **Review of Promotion and Tenure Policy** (Valerie Paton, Jeong Hee Kim, P&T Committee representatives)

(Third-Year Review at the departmental level and new OP changes due to SB 18)

ePath - 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. )

1. **Review of Full-time Lecturer** Policy (OP 32.24 posted 10/6/22 changes) (James Durham, Raymond Flores)
2. **TED Site Coordinator Summer Pay** (James Durham and Jody Dennis)