

**Minutes**  
**College of Education Faculty Advisory Council**  
**September 26, 2003**  
**Texas State University – ASB South – Room 332**

**Members in Attendance:**

Nathan Bond, Deborah Buswell, Beth Erickson, Russ Hodges, Bobby Patton, Jovita Ross-Gordon, Susan Field Waite, Jo Webber

**Members Absent:**

Roxane Cuellar-Allsup, Linda Homeyer, Moe Johnson, Marla McGhee, Sharon O'Neal, Alicia Paredes Scribner, John Walker

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The meeting began at 2:12 p.m. without a quorum of members.

**I. New Business**

**A. Review the FAC Constitution**

The FAC members discussed amending the Constitution. In the near future the group may want to proof the Constitution, modify the election process and the timeline for choosing new officers, alter the number of meetings, and create a proxy system when members are absent.

The members listed the committee's successes during the past year, which included: (1) helping with the Strategic Planning Process, (2) modeling the planning process for the departments to follow, (3) developing operating procedures for the FAC's work, (4) creating a FAC website, and (5) establishing a set of subcommittees to address key issues. Several members reported that faculty members in the College of Education view the FAC in a more positive light than in the beginning.

**B. Refreshments**

The FAC discussed serving refreshments at future meetings. Due to a lack of funds, the committee agreed that refreshments would be served only if a forum was being held when guests would attend until funds could be restored.

**II. Old Business**

**A. FAC Election Update**

The election for the new members will end next week. Bobby Patton (HPER), Russ Hodges (EAPS) and Nathan Bond (C&I) are coordinating the elections in their respective departments. The FAC members discussed the issue of anonymity in the

election. Since there is no secure place for faculty members to return their ballots, locked boxes located in a common place in each department may need to be purchased.

The FAC members also discussed the timeline for the elections. Holding officer elections in the spring would help the department chairs with scheduling, since the Dean gives course release time to the new FAC Chair. Also, shortening the election process was explored. The members questioned the amount of time between each phase of the election. They also wondered if faculty members who teach at the RRHEC have enough time to return their ballots. The first FAC meeting with the new members is scheduled for October 10th. During this meeting, officer elections will be held.

The FAC also talked about creating a companion manual that would contain the procedures and bylaws. Efforts should be made to keep the Constitution intact and written in a general way. Bylaws, which can be written more quickly, can address the specifics. When the FAC passes motions, they can be added to a policy manual. Chair Webber and Secretary Bond will compile all approved motions to date into a “starter” procedures / bylaws manual.

## **B. Website Report**

Susan Field Waite reported that no changes have been made to the FAC website. Since she will rotate off the FAC in October, another member will need to assume the webmastering responsibilities. The FAC discussed asking Dean Beck or Richard Simmons to run the site, but some members felt it was better if the FAC maintained the site itself. Chair Webber will write an end-of-the-year report outlining the FAC’s successes and then post the information on the website, which will help the FAC fulfill one of its missions to promote a positive image of the committee

## **C. COC Survey Update**

Chair Webber and Deborah Buswell reported that the COC surveys are ready to be sent to the COE faculty; however, distribution was postponed due to the faculty’s recent move from Education Building. The COC surveys will be distributed later in the semester after faculty members have settled in their new offices.

## **D. FAC Priorities**

The FAC discussed the priorities that were set during the meeting in May. It was suggested that these priorities be articulated as goal statements. Some members stated that the FAC priorities may not correlate to the ones set by the College of Education during the Strategic Planning Session, although some overlap would exist. The FAC plays a different role; it serves as an advocacy group for faculty members and advisory to the Dean. It was suggested that the FAC proceed with its priorities without the college plan. Several questions were asked: What process should be followed to move from large priority statements to small action plans with timelines? Should the statements be published in bullet form on the FAC website? Should the FAC prioritize the statements and focus on the big ideas?

It was suggested that the FAC move from the statement level to the strategy level and eventually submit the priorities to Dean Beck. At a future meeting the FAC could complete this task perhaps under Marla McGhee's guidance.

#### **E. Feedback to Dean**

The FAC discussed the Budget Committee membership and its elections. Dean Beck wants feedback from the FAC about eligibility. The FAC members felt that there should be some restrictions. For example, account managers should not serve on the Budget Committee, since it posed a conflict of interest. The FAC members also felt that the Budget Committee should be more proactive, rather than reactive, in setting the budgets. In addition, clearer communication should be established between the Budget Committee and the faculty. The FAC may want to find a model Budget Council on campus and follow their approach.

#### **A 3:14 p.m., another FAC member arrived, and the meeting was officially called to order.**

Bobby Patton motioned that the members of the Budget committee be limited to full time faculty who are not COE budget account managers or quasi administrators. Beth Erickson seconded the motion. The motion passed.
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According to the Dean's organizational chart, the Budget Committee and FAC are equal committees. It was suggested that the FAC study the university's PPS regarding budget committees.

The FAC also discussed the Strategic Planning Process. No objections were raised to holding the FAC meetings in conjunction with the Strategic Planning meeting scheduled for October 24<sup>th</sup> and November 7<sup>th</sup>. Since these would be official FAC meetings, minutes would be taken.

The FAC discussed ways to enhance communication between faculty and the Dean. Issues of confidentiality and disconnect from faculty members were mentioned. The FAC commended the Dean's efforts to guarantee the Department Chairs' support of the FAC. He made sure that they understood his vision of shared governance.

#### **I. Return to New Business:**

#### **C. Future FAC Meeting Locations**

The FAC will meet in ASB South, Room 332 on October 24<sup>th</sup> and November 7<sup>th</sup> for its combo meetings focusing on Strategic Planning. The FAC will meet in the conference room in the HPER Building on October 10<sup>th</sup> and November 21<sup>st</sup>. For the December 5<sup>th</sup> meeting, the FAC will return to ASB South, Room 332. After the meetings with the Dean and the Strategic Planning session are complete, the FAC will address chair evaluations and governing policies.

#### **D. Additions to the University's Mission Statement**

Russ Hodges reported that the Faculty Senate recently asked President Trauth for clarification on why she would not sign into policy a diversity statement that includes sexual orientation for Texas State University. The faculty senate and the Associated Student Government have petitioned her to do so. The President stated that she did support such a statement but would sign it into policy without the consent of the Board of Regents. They have twice before rejected such a clause added to our diversity statement. She wants the Senators to study statements at universities both inside and outside the Texas State system.

The FAC may want to craft a statement in support of this petition. It was suggested that the FAC investigate the university's diversity policies, contact their Senators, and then share this information with the faculty. In addition, the FAC should ascertain what the Senate has already done. Russ Hodges volunteered to do some investigation and get back with the FAC. The item will be discussed at the November 21st meeting.

#### **IV. Approval of the Minutes**

Bobby Patton motioned that the May 9 <sup>th</sup> minutes be approved. Deborah Buswell seconded the motion. The motion passed.
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Russ Hodges motioned that the July 8 <sup>th</sup> minutes be approved. Deborah Buswell seconded the motion. The motion passed.
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Beth Erickson motioned that the FAC meeting be adjourned. Russ Hodges seconded the motion. The motion passed.
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At 4:08 p.m. the FAC meeting adjourned.

Respectfully submitted,

Nathan Bond  
FAC Secretary