

COLLEGE OF EDUCATION COUNCIL
August 29, 2022
12:00-1:30 pm

1. CALL TO ORDER

- **Attendance:** Kristina Falbe (Chair), Gavin Weiser (EAF), Erin Quast (TCH), Rochelle Borden (Student), Kate Peebles (SED), Amanda Quesenberry (TCH), Sarah Ballard (SED), Kristi Sutter (Lab Schools), Jeongae Kang (SED), Dean Francis Godwyll
- **Not in Attendance:** Andy Goveia (Lab Schools)
- **Guests:** Robyn Seglem

2. ADOPTION OF THE AGENDA

- Approved as distributed

3. INFORMATION ITEMS

- None

4. DISCUSSION ITEMS

- Approving meeting minutes from last meeting at first regularly scheduled meeting.

5. ACTION ITEMS

- Bylaw Vote
- Purpose of Special Meeting: Review the recommendations made by the Rules Committee, discuss suggestions, and vote on changes
 - Bylaw must be revised every 4 years.
 - Bylaws were revised last year and submitted to Rules Committee of the Senate in the fall.
 - We heard back from them in May.
 - Their role is to make CoE bylaws as clear as possible so there are not issues that arise later. After COEC has a final draft the Rules Committee will approve the draft and send it to the Senate for a vote.
- Kristina Falbe summarized the Rules Committee suggestions and made grammatical changes.
- Suggested changes to meaning were added to discussion list by Kristina Falbe
 - **Curriculum**
 - **Rules Committee Suggestion:** There should be a full vote in every department or school before moving forward.
 - **Discussion:** After talking to past chairs and it is not recommended that we make this change to the Bylaws

- Question from Rochelle Borden- Are students represented on this committee? Discussion of whether students are on other committees. Curriculum is typically the purview of faculty. UCC has 2-3 student reps.
- Concern from Rochelle Borden- Faculty mainly look the same, a diverse perspective and diverse voices might be helpful.
 - Department bylaws discussion
 - Discussion of Diversity Education Committee
- **Result:** No vote taken since we are not making the change.
- **Vacancies**
 - **Rules Committee Suggestion:** When is a seat considered vacant? Current language (person is unable to perform their duties) is vague and problematic. Suggestion is to define what constitutes a vacancy (ie. Misses 3 meetings)
 - **Discussion:**
 - Are we working under the assumption of 3 missed meetings.
 - Erin Quast agreed.
 - Change language to 3 or more missed meetings
 - Motion to Vote: Called to change language by Rochelle Borden
 - 2nd- Kate Peebles
 - In Favor- 8
 - Opposed- 1 Gavin Weiser (3 is too many meetings to miss per semester)
 - Abstain- 1 Dean Godwyll
 - Friendly amendment-Erin Quast
 - Amend to 3 meetings per academic year to define a vacancy-
 - 2nd Amanda Quesenberry
 - Move to vote- Gavin Weiser
 - Change the language to no more than 3 meetings missed per academic year to define vacancy
 - **Result:** Kristina Falbe- Recommended holding the vote as the next conversation may impact our decisions.
- **Elections**
 - **Rules Committee Suggestion:** Holding election cycles may be problematic. Consider running elections as a seat vacancy occurs
 - **Discussion:**
 - Kristina Falbe-
 - Robyn Seglem- History: In 2019 the Elections Committee requested a set election cycle due to low turnout. They felt the frequency of elections contributed to confusion over whether individuals had already voted, thus missing new elections. We

have seen an increase in participation as a result of moving to election cycles.

- Current election cycles- August, January and April
- Sarah Ballard- Concern expressed over length between election cycles and conflicts that may arise like medical or teaching schedules.
- Kristina Falbe clarification- Speaking to seats vacated by missing 3 meetings or not being filled. Not that someone is out on medical leave.
- Robyn Seglem clarification- Most vacancies happen at semester or in some cases the seat is unable to be filled.
- Rules committee is recommending we be clearer about when we are going to fill vacancies.
- Amanda Quesenberry question- Is this for all college level committees?
 - Kristina Falbe- Yes
 - Amanda Quesenberry- Do we need a different system for CC than all other committees?
 - Robyn Seglem- Bylaws state that the department can appoint if a seat becomes vacant say for missing 3 meetings.
 - Rochelle Borden question- Why May and August elections?
 - Kristina Falbe- Because people may leave in the summer. An election in August would delay committees getting right to work.
 - Gavin Weiser question- Do chairs know that they need to take attendance? Do we need to send out this policy?
 - Erin Quast- I don't think this should apply to subcommittees. They should have more flexibility. It would make it harder to get people to commit.
 - Gavin Weiser- You don't always know your schedules when you agree.
 - Kristina Falbe- We can separate. Rules committee asks for clarification about both types of vacancies. Subcommittees are required to meet once per month or per semester.
 - Amanda Quesenberry- This is about having a faculty voice in who represents each department on COEC.
 - Erin Quast- How quickly do elections move?
 - 2 Weeks are required – 1 week to take nominations and 1 week to vote
- **College Council Vacancies**

- **Previously moved:** Change the number of missed meetings for College Council to 3 or more missed meetings per academic year to vacate a seat
 - Favor- 9
 - No- 0
 - Abstain- 1 Dean Godwyll
- Vote 2 (Election Cycles) Article 3 Section 4 College Council:
 - Move to Vote- Amanda Quesenberry
 - A special election will be held when a vacancy occurs in College Council.
 - Second- Rochelle Borden
 - **Discussion:**
 - Sarah Ballard question- What happens if regular election is happening soon?
 - Gavin Weiser- The Queer Coalition’s constitution states how much of term is left.
 - Amanda Quesenberry question- If this changes then do we change the bylaw saying the Chair can appoint?
 - Kristina Falbe clarified: Section 5 Article 3- add “through a special election” 2 separate not necessary.
 - Sarah- If an election cycle isn’t within xx about of time
 - Kate- 2-week election cycle
 - Rochelle- More than a month away
 - A special election should occur when a vacancy in CC is more than 3 weeks away.
 - Seglem- Maybe make the vacancy per semester
 - Dr. Godswyll- lower to 2 meetings
 - A special election should occur when a seat is vacated in CC.
 - Friendly amendment: Sarah
 - If regular cycle is more than a month away.
- **Results:** Special election should occur when a seat is vacated in COEC if the regular election cycle is more than a month away.
 - Second- Rochelle Borden
 - Move to vote- Amanda Quesenberry
 - Favor- 8
 - Opposed-0
 - Abstain- 1 Dean Godwyll
- **Committee Vacancies**
 - **Rules Committee suggestion-** Replace unable to perform duty with a specified number of absences.
 - **Discussion:**
 - Rochelle Borden question- How many committee meetings are held per semester?

- CC gives the charge of 2-4 per semester
- Sarah Ballard question- Do we need to specify/set expectations across the committees?
- Dr. Godwyll question- Could we use the principle of ½ then you are considered a vacant seat.?
 - Sarah- Teaching schedule conflicts
- Kristina Falbe- Trouble filling committees due to schedules. CC may need to have a conversation about how to be transparent about meeting schedules.
- Dr. Godwyll- Consider practice of other universities by defining excusable absences and the number permitted.
- Rochelle Borden- Have each committee determine what is excusable.
- Gavin Weiser- Attendance is important, but sometimes people show up and don't do anything.
- Amanda Quesenberry- Could be similar to faculty meetings, complete form when missing meetings.
 - Sarah Ballard- Are we policing faculty for their service?
 - Kate Peeples- Is this more than my department asked of me?
- Kristina Falbe- Rules Committee suggestion- "Unable to perform duties"- Who decides this? Replace with more specific.
 - Gavin Weiser suggestion- "unable to perform duties as outlined by the committee description in the bylaws"
 - Discussion on temporary replacements.
 - Gavin Weiser- There is a difference in schedule conflict and no call no show? It is about communication.
 - Not a clear distinction. There should be a difference when replacing "no call no show" and schedule conflicts
 - Amanda Quesenberry- Differences in the number of faculty within the 3 units in the college
 - Gavin Weiser question- Where do the representatives come from when you have a smaller unit?
 - Sarah Ballard question- Does this go back to the chair of the committee? Does COEC have purview over this if faculty are not fulfilling responsibilities.
 - Dr. Godwyll- We are trying to protect vulnerable faculty.
- Kristina Falbe restated- The Rules Committee stated this so vague that this can be a place that people disagree.
- Kristina Falbe- Since we are struggling to define this, and we are close to our time limit lets pause committee vacancy discussion for online discussion

- Sarah Ballard suggested- Providing opportunities to give feedback within Teams as was done previously.
- **Quorum-**
 - **Rules Committee Suggestion:**
 - Need to define a quorum, current language is too vague
 - Discussion:
 - Define a quorum as the number of filled seats instead of total membership
 - Sarah Ballard- Motion to change language- Define quorum as the total number of filled seats.
 - 2nd- Rochelle Borden
 - Move to vote
 - Approve- 8
 - Oppose-0
 - Abstain-1 Dean Godwyll
 - **Results:** Passed- Define quorum as filled seats for subcommittees and CC.
- **Chair**
 - **Rules Committee suggestion:** Who is eligible? Elect a chairperson from members that were elected to the committee unless committee bylaws state otherwise.
 - Motion: Gavin Weiser
 - 2nd- Sarah Ballard
 - **Discussion:**
 - How do we want to define this?
 - Gavin Weiser- likes the language of elected members
 - Move to Vote: Elect a chairperson from members that were elected to the committee unless committee bylaws state otherwise
 - Approve-8
 - Oppose-0
 - Abstain-1 Dean Godwyll
 - **Results:** Passed- The chairperson will be elected from members elected to the committee unless the committee bylaws state otherwise.
- **Minutes**
 - **Rules Committee suggestion:** Minutes will be “posted” for each committee. Currently they are available by request.
 - Move to vote: Rochelle Borden
 - 2nd- Gavin Weiser
 - **Discussion:**
 - Kristina Falbe- Friendly Amendment: Approved minutes will be posted to the COEC website.

- Currently only the Tech Committee submits to COEC. They can post directly and not move minutes through another layer.
 - Vote to change language throughout document for all subcommittees to: Approved minutes will be submitted to the COEC website.
 - Approve-8
 - Oppose-0
 - Abstain-1 Dean Godwyll
 - **Results:** Passed- Approved minutes for all subcommittees will be posted to the COEC website.

- Kristina Falbe- Talking points on topics needing more conversation will be discussed on the Teams site.

- **Addition of Staff to COEC**
 - Kristina Falbe- At the end of working on bylaws last year, we were working to add staff members to the COEC.
 - Minutes state we want to do this.
 - There are decisions that need to be made around this.
 - Term length
 - Who is appointed?
 - Can they serve on the Executive Council?
 - Are they voting members?
 - Due to time, bringing this up as we are at the table discussing bylaws.
 - Kristina Falbe- Other colleges include AP and CS. Look at what was pulled by Stacy Jones Bach and see what we want to add.
 - Sarah Ballard question- Is it as easy as adding to our membership and applying all the same expectations?
 - Kristina Falbe-That is on the table
 - Kristina Falbe-Consider how students are appointed. Not the same as other elected members.
 - Kristina Falbe-We have AP and CS throughout the college.
 - Kristina Falbe- Start thinking about this and share thoughts electronically so we can develop the language. Do we need a subcommittee for this?
 - Robyn Seglem- The commitment to participating in Teams dialogue helped move things forward last year.
 - Kristina Falbe- Changes will need to go out to all faculty. We may need a meeting between now and the next regular meeting.
 - Sarah Ballard- Can we wrap up Bylaws changes via online discussion?
 - The Executive council will meet to chat about a bylaws timeline so we can be efficient when we next meet.

5. DEAN'S REPORT

Request to include staff representation on COEC

6. ADJOURNMENT

- Move to adjourn: Sarah Ballard
 - 2nd Kate Peeples
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NEXT MEETING: September 26, 2022, Noon-1:30pm