

PCOE College Council
 10 December 2017, 2:00 - 3:30 PM
 —Agenda—

The PCOE College Council serves advisory and leadership roles. Members of the council represent their colleagues in the departments and school, bringing issues and concerns to the council and taking issues and initiatives to their colleagues for discussion and review. Members engage with the dean and the dean's leadership team by considering issues and by providing advice concerning actions. The council takes responsibility for organizing and implementing the Staff Appreciation Reception, for reviewing and awarding the Perkins Travel Grants, the PCOE Student Travel Grants, and the Undergraduate Research Conference representatives, and other events as designated. The council is comprised of two elected representatives from each department/school and meets monthly during the fall and spring semesters.

1. Review of summary from the last meeting

2. PCOE policies/practices
 Promotion, tenure, pre-promotion/pre-tenure forms, update

3. Perkins Professional Development/Travel Grants & Student Travel Grants
 -updating the student travel guidelines—George Willey

4. Other items

Meeting Dates, the <2nd Monday of the month, 2:00 -3:30 AM>, McKibben 281 [note: the member names are for taking notes & developing meeting summaries]:

-<day>, <month date>—<name>

- Monday, Dec. 11, 2:00-3:30 PM — George Willey
- Monday, Jan. 22, 2:00-3:30 PM — Gina Causin
- Monday, Feb. 12, 2:00-3:30 PM — Lauren Burrow
- Monday, March 19, 2:00-3:30 PM — Derek Cegelka
- Monday, April 9, 2:00-3:30 PM — Claudia Whitley
- Monday, May 7, 2:00-3:30 PM — ??

| Perkins Travel subcommittee | Student Travel subcommittee |
|------------------------------------|------------------------------------|
| Cegelka, Derek | Buswell, Deborah |
| Munro, Heather | Maniss, Suzanne |
| Willey, George | Breen, Mary Catherine |
| Burrow, Lauren | Whitley, Claudia |
| Chay Runnels | Causin, Gina |