

PCOE College Council
16 March 2020, 2:00 - 3:30 PM
—Agenda—

Present: Gina Fe Causin, Mark Montgomery, Derek Cegelka, Judy Abbott, Lydia Richardson, Amanda Rudolph Jillian Dawes, Maria Betancourt-Smith, Leah Kahn, Flora Farago, Dustin Joubert

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 academic unit and meets monthly during the fall and spring semesters.

1. Review summary from last council, February 10, 2020

- **Change “conducting” to “conducted” on item #4**
- **Fe Causin move to approve, Kahn seconded, no discussion**
- **Motion passed**

2. Residential Communities – Shea Roll

- **Residential communities based on majors at other institutions**
- **There has been one at “The Landing,” – 6-12 participants.**
- **Shea Roll would like to grow this for the COE.**
 - **Wants to invite faculty to be involved. Requesting faculty consider volunteering to meet once every month-six weeks with advisors operating communities to be a part of ensuring the communities are meeting needs. (Consultant role)**
 - **Most involved – faculty to meet with students periodically.**
- **Perhaps provide mentoring to students based on program of study.**
- **Dr. Abbott will invite Shea Roll back next month to provide more information concerning the potential of this program.**
- **Information not available currently as to the make-up of the current students’ majors.**

3. Perkins Travel & Student Travel

- **Student travel fund is depleted**
 - **Dr. Abbott is seeking information from Student Engagement for plans for next year to see if we could re-apportion money.**
- **Faculty Travel – approximately \$15,000 left in account**
 - **Prior to conferences being cancelled.**
 - **Funds will roll-over to next year**
 - **Farago: State-funded travel is not allowed – can we modify instruction on application to show concrete examples of unapproved travel?**
 - **Cegelka: faculty awarded \$500 but conference is virtual. Is reimbursement still a possibility? (Abbott says it should be reimbursed)**
 - **Montgomery: Money awarded to faculty that now have conferences cancelled – will they be given preference for money next year?**
 - **Perhaps an additional trip in the next academic year? (3 instead of 2).**
 - **Dawes – perhaps a new application to roll-over funding from already approved trip to a new trip.**

- Perhaps we wait to find out whether Mr. Perkins funds travel next August.
- Kahn – set aside money for approved travelers for next year (protected pot of money for them).
- Betancourt-Smith – faculty with approved travel now should have first dibs at money no matter when the conference is held (Fall, Spring, Summer).
- Data needed on how many faculty members this might affect – revisit it at April's meeting.

4. COVID-19 & SFA

- **Dr. Abbott opened the floor for questions related to the current issues.**
 - **Farago – student workers: grad can work online, but grant-funded and work study is on hold. Can we permit all to work if they are willing?**
 - Dr. Abbott says all students are allowed to work as long as they are working. Can't draw income if they are not working. Should be able to keep them working up to allowable hours and must monitor their work.
 - If the students need to be on campus to do the work, we can file an exception approved. Students cannot be on campus without one.
 - **Fe Causin – are we expected to be on campus?**
 - Faculty expected to work and meet with all classes in whatever virtual setting deemed; communicate regularly with students; making available to students a minimum of 40 hours a week; reply to student request within 24 hours; attend all meetings; keep office hours (should increase office hours, as much as 5 days a week).
 - **Rudolph – plans for remainder of semester? Come back or not?**
 - Things are changing rapidly. It is possible that SFA will extend beyond April 6. CDC has recommended 10 weeks. Conversations are going on in Dean's forum and Provost level. At this point, April 6 is the currently plan.
 - NISD has now extended for two additional weeks. Charter School will extend two additional weeks.
 - **Rudolph – realizing the uncertainty, the implications for the future of education are immense. Anything being done proactively for our future?**
 - Discussions are being had around finances and educational experiences
 - **Fe Causin – are future meetings of College Council virtual or face-to-face?**
 - Dr. Abbott says it depends
 - **Farago – do you expect faculty travel bans to be lifted when students come back?**
 - Dr. Abbott is not sure, but it will be limited until the end of the semester.
 - **Farago – do you anticipate the lack of funding we are losing due to COVID-19 affecting us next academic year?**
 - We need the enrollment to increase our funding for the next two years (based on the next summer-fall-spring).
 - **Abbott – cannot bring finalist for open positions to campus – having to adapt how we interview finalists.**
 - **Abbott – there is a silver lining – provides an opportunity to make some dramatic changes. We can make some big changes.**
 - **Richardson – is there availability for microphones and webcams for faculty that do not have any?**

- **Abbott – tell faculty not to be silent – if they do not know what to do – ask!
There are plenty of faculty and staff that have ideas and can assist.**
 - **Check with CTL – they are buying materials to help support faculty.**

5. Other items

- **Dr. Abbott wants to think about new faculty representation on College Council since we are now four academic units – make recommendation in April or May.**
- **Same issue for Faculty Senate – how we think our college should be represented.**
- **Remind faculty to look at promotion, tenure, merit, and post-tenure guidelines.
Needs to keep moving forward and get completed by the end of the year.**

Adjourn: 3:23

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]:

Monday March 16 – Mark Montgomery	Monday April 13 – Amanda Rudolph
	Monday May 4 – Gina Causin

Subcommittee assignments

Perkins Travel subcommittee	Student Travel subcommittee
Derek Cegelka – co-chair	Dustin Joubert
Leah Kahn	Mark Montgomery -- chair
Amanda Rudolph	Barbara Qualls
Lydia Richardson	Jillian Dawes
Flora Farago	Gina Causin