

# PCOE College Council

1 March 2021, 2:00 - 3:30 PM

## —Summary—

Attending: Judy Abbott, Lydia Richardson, Leah Kahn, Mark Montgomery, Derek Cegelka, Donna Fickes, Flora Farago, Dustin Joubert, Barbara Qualls

1. Review summary from last council, February 8, 2020

- Leah moved to accept as presented
- No discussion
- Dustin seconded
- Motion passed

2. Sub-committees

- Perkins Supplemental Travel Fund  
Lydia reported no faculty travel requests
- Students Supplemental Travel Fund  
Barbara reported no student travel requests

JA reported that some travel requests are coming in to the Dean's office. Registration fees for virtual conferences constitute a legitimate request for travel reimbursement.

3. Other items

**Question about 8-week terms.** Faculty cannot change the end date in order to accommodate late work resulting from the snow storm week, but there are specific requirements associated with THECB makeup policy. JA encouraged faculty to utilize reasonable but compassionate care in allowing late make ups. Flora asked about the final due date/time for 8-week grades, which created discussion of WH. JA warned about using WH simply for late work and urged a reasonable but specific end time for student compliance. While a WH can be granted for a year, much shorter and more reasonable time lines are preferred.

In a related question, Mark reported that the student course evaluation link for the first 8-week term is live, but there is a problem with it. JA will report that.

**Question about tenure/promotion.** The specific question had to do with the existence of unwritten 'rules' within departments, such as that faculty may utilize the T&P policies in place at their hire or newer ones that may appear before requesting tenure. JA said that her office will draft a preliminary document that captures known practices. The Council will review that document and, if agreement is reached, will present to Leadership Council for further determination of adoption and/or dissemination.

**Undergraduate Research process.** JA asked if the access/evaluate/rank process that we used for judging the UGR submissions was easy to use. There was agreement that the mechanics of the process were good, but there was discussion about the submissions themselves, including that some appeared to lack appropriate edit and in some cases, the faculty sponsor appeared to have used the same recommendation letter for more than one student. Mark led a discussion about the difficulty in evaluation of qualitative studies and also the more creative and qualitative works. The consensus was that Eric Jones and Sarah Straub could be approached by CC through a memo with some of the observations about completeness and polish expected of the student works. The difficulty in evaluation of such different work is a discussion topic to be continued.

The meeting was adjourned at 3:18 pm.

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

|                          |   |
|--------------------------|---|
| Monday, Mar. 1 - Barbara | Monday, Apr. 12 - Flora<br>Monday, May 10 - Donna |
|--------------------------|---|

Subcommittee assignments

| <b>Perkins Travel subcommittee</b> | <b>Student Travel subcommittee</b> |
|------------------------------------|------------------------------------|
| Dustin Joubert                     | Derek Cegelka                      |
| Mark Montgomery                    | Leah Kahn                          |
| Lydia Richardson -- Chair          | Barbara Qualls - Chair             |
| Donna Fickes                       | Flóra Farago                       |