

PCOE College Council  
12 April 2021, 2:00 - 3:30 PM  
—Summary—

Attending: Judy Abbott, Lydia Richardson, Sarah Straub (standing in for Leah Kahn for part of the meeting), Leah Kahn (for part of the meeting), Adam Akerson (standing in for Mark Montgomery for 1<sup>st</sup> half of the meeting), Mark Montgomery (for part of the meeting), Derek Cegelka, Donna Fickes, Flora Farago, Dustin Joubert, Richard Skuza (standing in for Barbara Qualls)

The PCOE College Council serves advisory and leadership roles. Members of the council represent their colleagues in the academic unit, 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 reviewing and awarding the Perkins Travel Grants, the PCOE Student Travel Grants, for the Undergraduate Research Conference representatives, and for other events/duties 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, March 1, 2021**

One correction noted:

- (Perkins Supplemental Travel Fund  
*Barbara reported no faculty travel requests – Lydia reported this, not Barbara*)
- Students Supplemental Travel Fund  
*Lydia reported no student travel requests – Barbara reported this, not Lydia*

SS and LK moved to accept summary

**2. Updated COVID-19 Campus Protocols – Judy**

SS: Concerns regarding faculty needing to "police" masks in classrooms

JA: Masks and 3 feet social distancing are required and this has come down from univ. admin.

LR: Some classrooms can't accommodate for 3 feet distancing

JA: Possibly hybrid solution

SS: Concerns regarding faculty being able to choose course delivery modality

JA: Faculty work with unit head; if disagreement, faculty needs to push it to the next level

JA: Telecommuting – no decisions has been made yet

FF: Flexibility would be great going forward so that faculty can remotely participate in meetings

**3. Tenure Policies & Promotion Policies – Judy**

***Which policy does a TT faculty follow if the tenure policy changes during the probationary period?***

JA: Faculty are to follow tenure policies in place at the date of hire on contract. However, there are exceptions, and we are in a time of exceptions. Several departments (Educational Studies and Human Services & Ed. Leadership) in PCOE are currently working on putting together new policies and practices due to organizational changes. In these programs, candidates have been told to follow the NEW policies and they were told this prior to being hired.

**Do TT faculty have the option to choose to follow the new policy instead of policy on the books when hired?**

JA: Faculty can choose which policy to follow but they need to be explicit in their choice and make this clear to unit head and have this documented. Faculty need to have this conversation with the unit head and have everything documented.

Tenure is high stakes – one-time only deal; your job is on the line

Promotion is lower stakes – can apply and be denied and can apply again; comes with salary increase

Exceptions to TP timeline exist, but must follow strict guidelines, including submitting formal requests and documents prior to by Feb 1<sup>st</sup> (by noon on first Monday of Feb)

Early requests are much more likely to be seen with promotion

**Homework for CC reps:** Everyone share out the draft of the PCOE tenure/promotion practices and solicit feedback from units

**4. Shared governance—PCOE – Ed Studies**

SS: CC had more authority in the past such as:

- Years ago, the College Council was a policy and planning committee
- The committee would review the university strategic plan and created the college strategic plan including goals and actionable strategies. That would then go to the College Leadership (deans and chairs) for approval. The committee would then act on strategies and send goals out to the appropriate places or create ad hoc committees to address issues.
- The council also created all college level policies.
- The council also had to approve all policies that were created and/or modified at the unit levels. This included P&T, merit pay, etc.
- CC also dealt with issues that affected the college like duplicate courses in other colleges

JA: The workings of CC can be revamped but CC members need to take this on

FF/AA: Confusion about the role of CC

- What do we do
- What is our mission
- How do we work?

JA: The mission of CC is posted online and is on every single CC agenda

JA: In some other colleges – college council is an independent committee with their own constitution (without Dean)

DJ: CC serves as an advocacy role and represent faculty interests

There was discussion about the way CC currently functions —this can change but CC members need to take the initiative

FF: Communication could be improved ....again CC members could take it on—we are all conduits of information to and from our units (JA)

JA: Issues with continuation – some thread from previous years to help with continuity as members rotate on and off

JA: CC worked on developing rotation for all committees

-PCOE website with table of committee members is out of date:

<http://coe.sfasu.edu/facstaff/college-council>

-But Excel spreadsheet is correct with all the committee listing

JA: What does shared governance mean?  
Who gets final say?

JA: Voices should be equally represented – from all types of ranks and across different types of faculty

**Homework for CC reps:** JA: CC could come up with summary of the year's accomplishments and come up with recommendations for next year (goals etc. for CC for next year)

#### **5. Possible PCOE policy/practice – Flora & Donna & Ed Studies**

- a) smoking / vaping while in class - this is not allowed while ON campus in class, and it would not be allowed on a school campus, so the faculty would like to see us prohibit this
- b) working / being AT jobs while in class. The faculty has had several colleagues tell them recently that they have students who are teaching or substitute teaching or who are classroom aides who are IN school, in classrooms with students, and logged into Zoom. The faculty member would like the college to adopt a policy prohibiting students from being at work while attending class.

JA: Faculty have the authority to address these issues above in their syllabi and individual courses

MM: Sweeping policies could disadvantage some students who may be allowed to work and attend class at the same time

DF: Some concerns with students driving while in class

FF: Request was made for college level policies to be made re: the issues above

JA: CC members could gather feedback from their units and send feedback to JA by **May 7<sup>th</sup>**

c) could the university/college "furnish n95 masks for teachers coming back face to face in the classroom."

JA: Limited funds; If critical then maybe we can develop a critical group

MM: CC will inquire whether Dr. Higgins' office could set up an application system so faculty who want N95 masks could obtain one; MM will draft proposal (**action step**)

6. Program Coordinator recognition – no time to discuss; will bring forward to May CC
  - a. FY2021
  - b. FY2022