

PCOE College Council  
13 September 2021, 2:30 – 4:00 PM  
—Summary—

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 proposing, reviewing, and supporting PCOE practices and policies, for reviewing and awarding the Perkins Travel/PD Funds, the PCOE Student Travel Funds, 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.

All College Council members, plus Dr. Abbott, were present: Mandi Moore, Dustin Joubert, Todd Barrios, Donna Fickes, Leah Kahn, Chrissy Cross, Lydia Richardson, Barbara Qualls, Dr. Judy Abbott

1. Review summary from last council, May 10, 2021  
*Barbara moved, Dustin seconded for approval. Motion carried.*
2. Establishing travel funding subcommittees & determining note-taking dates (see below)  
*After discussion of service in past years, it was determined that the subcommittee assignments would stay the same, with new Council members replacing their colleagues from the same unit who rotated off the Council. Members volunteered for monthly summary construction. Outcome is in the chart at the end of the current Summary.*
3. Review the nature of the work that College Council does – Chrissy & Leah, Ed Studies  
*Leah discussed the concern that generated the agenda item request. It is in the nature of shared governance. The possibility of reviewing the MOU from the Faculty Senate was discussed to see if it is appropriate to consider such a document for College Council.*
4. Equity in reassigned time and additional compensation – Chrissy & Leah, Ed Studies  
*Dr. Abbott shared a spreadsheet that delineates various budget allocations. Points that determine reassigned time and additional compensation include accreditation requirements, grants and other initiatives, and whether an individual instructor holds a university or national level office.*
5. Request to alter the application guidelines for Perkins Supplemental Travel Funds – Chrissy & Leah, Ed Studies  
*The request for alteration was delegated to the Perkins Travel subcommittee for further study and possible recommendation.*
6. Request to reduce redundant entries/reduce required approvals from unit heads – Chrissy & Leah, Ed Studies
  - a) example #1: bulk adding of students – rolling multiple sections of online courses into one large section
  - b) example #2: requiring faculty to get approval from the unit head to assign a grade of WH to a student*Both items were discussed. After the meeting, Dr. Abbott distributed a notice that agreed to implementation of Example #1, but not Example #2.*
7. Equity adjustments – Donna & Todd, Hum Sci  
*Regarding the spreadsheet that the Dean shared with the open faculty lines - there are great salary disparities within the college. For instance, associate professor open lines are paid 75-79K while some current associate professors make closer to the brand new open assistant lines (62 K). What are the plans to make equity adjustments in the college so salaries can be more fair and equitable?*

*Dr. Abbott distributed a spreadsheet that delineated various salary ranges. Discussion followed.*

8. Wise employment of adjuncts – Donna & Todd, Hum Sci

What checks and balances are in place to ensure we are employing adjuncts wisely? When an adjunct is assigned to a course a full-time faculty member could, or has requested, to teach and the faculty member is assigned to a course that may not make, it doesn't seem to be the wise choice to allow the adjunct to teach and have the full-time faculty members' course cancelled.

*There are several points that determine specific assignment to classes. These include: specialty courses, small enrollment, and overload v. adjunct for budget line. Faculty should work with their program coordinator AND their unit head to sort out the concern. Should faculty be dissatisfied with the feedback from the unit head, then faculty may bring their concern to the dean.*

9. COVID-19 infection of faculty – Donna & Todd, Hum Sci

We've been told to stay home if we are unvaccinated and have been exposed to COVID, if we have symptoms of possible COVID/getting tested/awaiting testing outcome, or actually have COVID, but we have not been told what to do about our classes - are we teaching via Livestream and, if so, who is going into our classroom to turn it on and monitor the class? If not, who is teaching in our place? Should content move online for a specific period of time? The university has not provided clear direction on what to do.

Faculty—if positive for COVID-19 and asymptomatic = request to teach Livestream/remote while isolating  
Faculty—if positive for COVID-19 and symptomatic = request sick leave and arrange for substitute to teach or provide electronic learning experiences while isolating

*This item was not discussed – moved to October meeting. When there is discussion, it will also include how Covid absences, alternative delivery modalities, etc. may be incorporated in Tenure and Promotion policy and/or practice.*

Other items

Meeting Dates, the <2<sup>nd</sup> Monday of the month, 2:30 -4:00 PM>, McKibben 281 [note: the member names are for taking notes & developing meeting summaries]:

Monday, Sept. 13 – Barbara Qualls Monday, Oct. 11 – Dustin Joubert Monday, Nov. 8 – Lydia Richardson Monday, Dec. 13 – Leah Kahn Monday, Jan. 10 – Donna Fickes	Monday, Feb. 14 – Mandi Moore Monday, Mar. 14 – Chrissy Cross Monday, Apr. 11 – Todd Barrios Monday, May 9 – Chrissy Cross
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Subcommittee assignments

Perkins Travel subcommittee	Student Travel subcommittee
Dustin Joubert	Mandi Moore
Chrissy Cross	Leah Kahn
Lydia Richardson -- Chair	Barbara Qualls - Chair
Donna Fickes	Todd Barrios