

PCOE College Council
8 November 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.

Attendance: Judy Abbott, Donna Fickes, Todd Barrios, Dustin Joubert, Barbara Qualls, Lydia Richardson, Leah Kahn, Chrissy Cross, Mandi Moore

The meeting began at 2:30 pm.

1. Review summary from last council, October 18, 2021

A motion to accept as presented was made by Leah Kahn and seconded by Dustin Joubert; the motion was unanimously approved.

2. Student Travel policy and application vote – Dustin, Kines & HSc & Barbara, HSEL

A statement IRB approval and a question about whether human subjects were used in the development of the presentation was added to both the student travel and Perkins travel applications.

Dustin Joubert made a motion to accept the updates and Todd Barrios seconded. The motion passed with no opposition. These updates will be posted by end of the week (November 12, 2021).

3. Proposal to change Perkins Supplemental Travel Fund procedure/application update – Chrissy & Leah, Ed Studies

Chrissy cross presented the results from the Perkins Travel survey; Thirty-four faculty members in the college completed the survey. The following trends were noted from the results:

- Most conferences occur in the spring
- Most responders attend one fall and one spring conference; one fall and 2 spring conferences; or 1 spring and 1 summer conference
- 22 out of the 34 respondents apply for Perkins travel
- Top trends on why people do or do not apply for Perkins funds were presented: (a) did not know about Perkins Travel or how to apply, (b)

A motion to establish a pilot allowing for more faculty flexibility in the application process for Perkins travel for AY 2023 and AY 2024, allowing for 2 submissions per year rather than one per semester with consideration of Perkins financial contribution in the final analysis was made by Chrissy Cross and seconded by Mandi Moore. The motion passed with seven yay and one abstention.

The committee affirmed that the Perkins funds are dedicated to support the dissemination of research, scholarly work, and creative activities and may not be used in the collection of data for study abroad research. Additional funding sources such as the ORGS travel grant are available for these purposes.

A question as to whether the Concur Travel system might encompass information necessary for the Perkins Supplemental Travel application? Following some discussion, the Dean noted that faculty must complete all three (Concur travel request, PCOE travel request, and Perkins application) if they want the money. This is due to minimal jurisdiction on travel from departments.

4. Development/Donor Dollars -- consider a college innovative research/teaching fund & endowed professorships – Donna & Todd, Hum Sci

A question as to whether College Council would be willing to consider the startup of seed money for a college wide funding initiative (endowed amount of money) allocated for internal faculty innovation, internal research/teaching was presented. This type of endeavor would require fund-raising at the college level and the flexibility for use of endowed funds is limited. After some discussion it was determined that the College Council is not appropriate an appropriate avenue for fund raising. This type of project will require a proposal to Lana Como indicating the needs. Faculty can always submit that proposal; however, they need to inform the unit head and dean when doing so.

5. Tenure & Promotion Professional Development – Donna & Todd, Hum Sci

Concerns about policy details related to exceptions for early promotion and tenure submission were presented. It was noted that faculty felt the process was rushed and policy was not clearly provided. After some discussion, the Dean stated she will welcome a proposal on how to improve the process. Faculty are currently provided information on this process as part of the new faculty professional development series that they are invited to attend.

A question as to whether there could be a repository for all P& T policies and guidelines was presented; however, since this will be the last year that forms will be used, there is no need. The college will be moving to Digital Measures for the submission of P&T portfolios beginning AY2023. There will be professional development opportunities on the workflow for Digital Measures beginning in spring 2022.

6. Other items

A comment was made that there seems to be some misconception amongst the faculty that College Council makes all decisions. Following discussion on how we might address that, it was suggested that maybe two people from College Council can provide a synopsis of the purpose of the committee at the opening of spring semester.

Meeting adjourned at 3:52 p.m.

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

Monday, Nov. 8 -- Lydia Monday, Dec. 13 -- Leah Monday, Jan. 10 -- Donna Monday, Feb. 14 -- Mandi	Monday, Mar. 14 -- Chrissy Monday, Apr. 11 -- Todd Monday, May 9 -- Chrissy
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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