

PCOE College Council
31 August 2012, 10:30 – noon
—Summary—

Attendees: Carol Bradley, Vikki Boatman, Michelle Jones, Ginger Kelso, Glen McCuller, Todd Whitehead

Absent: Linda Black, Tracey Hasbun, Janet Tareilo

1. Welcome & introductions

Dr. Abbott greeted new members to the college council; members introduced themselves
Dr. Abbott provided an overview of the council and its membership

2. Setting the agenda for the 2012-2103 academic year

-establishing subcommittees

- Perkins PD Travel subcommittee: Janet Tareilo (Chair), Jay Thornton, Ginger Kelso, Carol Bradley, Tracey Hasbun
- Undergraduate Research subcommittee: Michelle Jones, Vikki Boatman, Linda Black, Glen McCuller, Todd Whitehead

-clarifying criteria related to publications

Dr. Abbott shared a growing awareness of professional journals and other publication outlets that require fees for publication of manuscripts and of self-published books; the fees seem to be related to submission, page lengths, and/or acceptance/inclusion into a volume; in an attempt to provide guidance related to the publication of scholarship, the Council will review this phenomenon and will make recommendations for policy statements to be added to departmental/school promotion and tenure policies; we will seek examples of these policy statements from departments in other colleges

-developing descriptions of PCOE committees for the PCOE website

Dr. Abbott requested that council members develop brief descriptions for standing committees, including length of member terms and meeting frequency; the following members volunteered for specific committees:

- Jay Thornton, Curriculum Committee
- Linda Black, Diversity Committee
- Michelle Jones, Graduate Research Committee
- Glen McCuller, Promotion Committee, Associate & Full; Tenure Committee
- Carol Bradley, Recruitment & Retention Committee
- Janet Tareilo, Scholarship Committee
- Todd Whitehead, Service Learning Advisory Board
- Vikki Boatman, Teaching Excellence
- Ginger Kelso, Unit Assessment Oversight Committee
- Tracey Hasbun, Perkins Professional Development Travel Committee

-issues from the faculty

Members request templates for required reports and documents

3. Freshman Convocation, Tuesday, September 18, 5-6 PM, Johnson Coliseum

Michelle Jones provided an overview of the schedule and shared the logistical plans for this event; set-up begins at 3 PM; anticipate about 400 1st time freshmen

Committee members: Michelle Jones (Chair), Linda Black, Tracey Hasbun, Glen McCuller, Jay Thornton

4. Establishing our meeting schedule

Dr. Abbott will distribute a Doodle survey to gather information about the best day and time for council meetings; if current members have a class conflict or other regular conflict with the determined schedule, Dr. Abbott requested that the member consider working with her/his department chair/school director to appoint a colleague to take that member's position so that the department/school will be more fully represented at meetings