

PCOE College Council
17 September 2014, 9:00-10:30 AM
—SUMMARY—

Present: Judy Abbott, Scott Bailey, Jay Thornton, Eric Jones, Sally Ann Swearingen, Shelia Lumar, Paige Mask, Ken Austin, Vicki Thomas, Susan Casey, Vicki DePountis

Not Present:

Dr. Abbott began the meeting with a welcome and introductions for all. New members to the council were introduced and the purpose of the council reviewed.

Subcommittee responsibilities were discussed and subcommittee members identified:

Perkins Grant subcommittee	Staff Appreciation subcommittee
Austin, Ken	Bailey, Scott
DePountis, Vicki	Casey, Susan
Lumar, Sheila, Chair	Jones, Eric, Chair
Thomas, Vicki	Mask, Paige
Thornton, Jay	Swearingen, Sally Ann

We set the agenda for the 2014-2015 academic year

- revising promotion policy to include a rating for each category (teaching, research, service)
- revising tenure policy to include a rating for each category (teaching, research, service)
- recognizing program coordination/direction
- revising administrative evaluations forms to better prompt the range of professional responsibilities
- workload determinations
- issues from the faculty

The PCOE New Student Convocation was reviewed with department/school representatives sharing their agendas and participation. The PCOE Recruitment & Retention committee members have responsibility for this event and are putting together a report to submit to the dean who will forward it to Ms. Monique Cossich, Enrollment Management Director.

Perkins Professional Development/Travel Grants

Seeking to keep the guidelines clear & accurate; discussed the need for student travel funds

Staff Appreciation

Includes all department/school staff (including grant staff) and housekeeping staff.

Establishing our meeting schedule

Meeting Dates, the 4th Wednesday of the month, 1:30-3:00 PM, McKibben 281 [note: the member names are for taking notes & developing meeting summaries]:

- Wed., Oct. 28, Jay Thornton
- Mon., Nov. 24, Eric Jones
- Wed., Dec. 10, Scott Bailey
- Wed., Jan. 28,

- Wed., Feb. 25,
- Wed., March 25,
- Wed., April 22,
- Wed., May 13,