

PCOE College Council
February 25, 2015 (1:30 pm)
Agenda Summary

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

1. Summary minutes from January 28th, 2015 were approved and accepted.
2. Revision of Promotion and Tenure Policy preamble accepted.

In the review process, it is important for all departments or schools to provide evidence a candidate has been rated independently (perhaps by form) in all three categories (teaching, service, and scholarship). In addition, the departments or schools should also provide an overall rating for each candidate.

3. Workload policy discussion (formal policy that came out in January 2015)

- New policy says that there will be no overloads paid in the fall. Individuals do not qualify for an overload until they reach 24 TLC's which occurs during the Spring semester. Implications of policy change will reveal themselves over time.
- Concern was expressed that a 1.5 overload will not be compensated during the fall semester. Explanation was given by Dean Abbott that if a 1.5 overload is also taught in the Spring, then compensation will occur for 3 TLC's (1.5 in fall and 1.5 in spring). An overload total of only 1.5 TLC's across the fall and spring semester will not be compensated. Only an overload of 3 TLC's or greater will be compensated.
- Summer office hours discussion – if teaching two 3-hour courses you must be on campus 2 days for 3 office hours and 2 virtual hours (5 total). Fewer office hours for teaching only 1 course.
- Program representation (all faculty in the program) someone from the program should be on campus sometime during business hours (8:00 am to 5:00 pm) to represent the program 4 days a week – does not have to be the same person all 4 days.
- If you miss your office hours due to illness, you may claim sick leave or make up your office hours. You need to notify key personnel in your office of your missing your office hours.
- Beginning in the fall, non-tenure track faculty will be evaluated in all three areas (teaching, service, research) or they can choose to teach another course each semester in place of research requirement.

4. Undergraduate Research Conference – PCOE rankings

- Rankings have been submitted. Top 4 will be chosen.
- Discussion occurred for a possible place in the survey for faculty to provide feedback.
- Discussion occurred that faculty sponsors or mentors (of the undergraduate researcher) need to review guidelines for research submissions. Some proposals were much stronger than others.

5. Sub-committee reports

- Student supplemental travel form will be available 02/26/2015. Funds will be dispersed based on students that meet the criteria of a first come first serve basis.
- Staff Appreciation is done – announcement, food, location all done.

6. Issues from the faculty

- Pre-evaluation form data is being collected and decision will occur in April.
- Questions about Perkins College of Education fund.
- Academic Affairs Meeting Report
 - Core Assessment System is using Livetext for data management system.
 - Report was shared on the number of students in system and the number and percentage of students who submitted assignments.
 - Report indicated that overall there was a 75% submission rate for the first semester.
 - Data collection is a state requirement for core courses and outcomes will go to the state.
- COE professional development for new faculty will include information about PLO's, SLO's, SACS, accreditation, etc. What is our commitment to this system? How do we assess our students?

Meeting adjourned at 3:05