

PCOE College Council
14 December 2015, 2:00 - 3:30 PM
—Agenda—

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 organizing and implementing the Staff Appreciation Reception, for reviewing and awarding the Perkins Travel Grants, the PCOE Student Travel Grants, 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.

1. Welcome & introductions
2. Subcommittee updates
 - Perkins travel grants
 - student travel grants — Deborah Buswell
3. Strategic Planning update — Jannah Nerren
4. Search Guidelines
HR has developed new guidelines. PCOE needs to update their guidelines.
5. PCOE Staff Appreciation
Establishing the date; establishing a planning committee
6. Administrative Evaluation, self-evaluation
In fall 2014, administration piloted a self-evaluation step to the annual administrative evaluation. What value might there be in engaging in self-evaluation?
7. Establishing committee membership in April for the next academic year
8. Other items

Meeting Dates, the 2nd Monday of the month, 2:00 -3:30 PM, McKibben 281 [note: the member names are for taking notes & developing meeting summaries]:

-Monday, Dec. 14, 2:00-3:30 PM-Deborah
-Monday, Jan. 25, 2:00-3:30 PM-Chay
-Monday, Feb. 8, 2:00-3:30 PM-Vicki

- Monday, March 7, 2:30-4:00 PM-Daniel
- Monday, April 11, 2:00-3:30 PM-Paige
- Monday, May 9, 2:00-3:30 PM-Scott

Perkins Travel subcommittee	Student Travel subcommittee
Mask, Paige	McCleary, Daniel
Bailey, Scott	Austin, Ken
Thornton, Jay, co-chair	Buswell, Deborah, Chair
Swearingen, Sally Ann	Runnells, Chay
Thomas, Vicki, co-chair	Whitley, Claudia