

PCOE College Council

April 9, 2018, 2:00-3:30

SUMMARY

Present: Dean Judy Abbott, Claudia Whitley, Heather Munro, George Willey, Deborah Buswell, Chay Runnels, Gina Causin, Suzanne Maniss, Lauren Burrow, Ken Austin, Derek Cegelka

1. Review of Summary from the last meeting. Meeting minutes from March 19, 2018 were submitted for approval. Chay Runnels moved to accept; Gina Causin seconded; the motion passed unanimously.
2. Christina Sinclair presented survey from PCOE Diversity Committee. They are recommending that "diversity" be added as a type of goal in the FAR. Suggestions included making it a sub-topic of research, service, and teaching rather than a separate goal. Any additional thoughts, please refer to the members of the Diversity Committee within your unit heads. How can we be more diverse and retain faculty members. Looking to collect information within the units.
3. Perkins Travel. Lauren reported \$6,482.85 left for professional development funds. Need to implement the policies surrounding the applications. Deborah reported the money is spent for student travel funds. Dance students provided thank you notes for attending a conference. Dr. Abbott mentioned there could be more funds available for student travel.
4. Staff Appreciation. Chay Runnels said that the invitations are out for the guests. She suggests to be there 30 minutes early to greet guests. Dr. Abbott said to work with the academic unit heads to make sure that people know what day to show up.
5. Program Coordinators. Claudia Whitley said that it must go to leadership council first. The biggest concern is that the roles of the coordinators are not the same and the compensation is different among departments. Chay Runnels said they had gone through this within the department. Will have a look at it and will share with the rest of the committee for the next meeting. George Willey said the secondary education department should have documents from 4-5 years ago and they shouldn't have to do another. Dr. Abbott mentioned said that using the proper documentation can help recognize the responsibilities and will better support the coordinators. Providing goals to help the program coordinators be successful was mentioned by Dr. Abbott. Unit heads could be responsible and make decisions about the program coordinators.
6. Compensation. Faculty additional compensation and adjunct compensation draft is expected to be finished and out to the faculty before the end of the semester so they

know what to expect for the fall semester. Page three is a new section and it's an effort to be more transparent with faculty about the calculations for TLC. It will show faculty members the course combinations for TLC.

7. Other: Tenure/Promotion due dates will be Monday, October 1 at 12 PM. FAR is due Monday, January 14 at 12 PM. It might be pushed back a day because of MLK.

Meeting adjourned at 3:37.

Minutes submitted by Derek Cegelka