

Minutes
Dean's Administrative Council
College of Education
University of South Alabama
UCOM 3619
10:00 AM – 11:45 AM, September 9, 2013

Members Present: Dr. Richard L. Hayes, Dean; Dr. Brenda Litchfield, Acting Chair, Professional Studies; Dr. Harold Dodge, Chair, Leadership and Teacher Education; Dr. John Kovaleski, Chair, Health, Physical Education, and Leisure Studies; Dr. James Van Haneghan, Director, Assessment and Evaluation; Dr. Peggy Delmas, Director, Student Advising; Dr. Wanda Maulding, Associate Dean; Dr. Christopher Keshock, President of the College Faculty Council; and Mrs. Aimee Meyers, Development liaison.

Members Absent: Dr. Andrea Kent, Associate Dean

Dean Hayes called the meeting to order at 10:00 a.m.

1. Dean Hayes introduced Mrs. Angie McKinnell as the new financial affairs officer for the college.
2. Information Update:
 - a. Faculty Searches: The faculty search for the Therapeutic Recreation position in HPELS is pending approval from Dr. Johnson for a new search. The faculty search for the Reading Specialist in LTE has been approved. Interviewing will be in November for possible hiring for January, 2014 or August 2014. The Professional Studies dept. will need to begin the approval process again for a search for the faculty position in the Ed. Media program. Applications are being accepted for the internal reassignment position for the Director of Field Services. Also pending approval, applications will be accepted for the internal reassignment position of the Director of Grants and Contracts.
 - b. Staff Searches: The Administrative Assistant to the Dean position and the Credit Degree Analyst II position in Student Services are currently advertised.
3. TracDat Reporting: Drs. Hayes, Maulding, and Van Haneghan will be working on TracDat information later today. Dept. Chairs are to review their information in TracDat and be sure to include a targeted item "improving enrollment". It is important to include the goals for this year, and each year update the goals, and they should note at least one criterion that needs improvement.
4. Eduventures: The date of this meeting has changed from Sept. to Oct. 23-25, 2013. The consults will meet with the College of Education on Fri., Oct. 25, 8:30 am – 9:30 am. All College of Education Dept. Chairs, program coordinators, and interested faculty identified by their chairs should plan to attend this meeting.

5. IDPI Proposal: The NISP has been sent for the IDPI undergraduate degree. The proposal is almost complete. The proposals for the 2 certificate programs in IDD are ready to be sent to the graduate council.
6. EDF 315/515 and EPY 355: Dean Hayes clarified the elimination of the program requirements for EDF 315/515 and EPY 355. The College of Education is responding to the request through Dr. G. David Johnson to explore the reduction of undergraduate programs hrs. to 120 hrs. and reduce graduate programs hrs. to 30 hrs. in compliance with University policy effective with the fall semester 2013 to reduce credit hours to graduation. As a college, the program coordinators and Dept. Chairs were challenged to look at their programs to find courses that could be cut in order to reduce the program hrs. The EDF 315/515 and EPY 355 courses were never required by the State Dept. for certification, but were a requirement by the College of Education.
7. Scholarships: Mrs. Amiee Myers gave an update on scholarships. Mr. Sam Tillinghast is establishing a School Counseling graduate scholarship in memory of his father, Dr. Red Tillinghast, former College of Education faculty member. Mrs. Myers is working with a couple of potential donors, including one who is exploring options for supporting K-6 teacher education.
8. Graduate Enrollment Report 2013: The rest of the meeting was spent reviewing data that showed a decline in graduate school enrollment in the College of Education, which also seems to be a trend with other universities across the country, and discussed strategies to move forward to increase graduate enrollment in the College. A lengthy report on Graduate Enrollment that was authored by the Dean and submitted to Acting President John Smith was reviewed.